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## SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7000	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦ Base Year one (Year 1) labor. Note A (Fund Type - TBD)	37578.0	LH		\$380,389.86	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001		Contractor shall invoice the following priced SLINs in accordance with invoicing instructions in Section G.				\$1,359,181.14	
7001AA	R425	Funding in support of TI-01 (NSWC Crane/Environmental Support). Obligated \$284614.15, de-obligated \$238.72 on Mod 15, leaving a balance of \$284375.43. (WCF)	1.0	LO		\$284,375.43	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7001AB	R425	Funding in support of (TI-02/Environmental /Wildlife Management/Deer Hunt 2015). (Fund Type - OTHER)	1.0	LO			\$2,700.00
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001AC	R425	Funding in support of (TI-03/Environmental Protection/SPCC). (O&MN,N)	1.0	LO			\$12,975.66
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001AD	R425	Funding in support of TI-01 Labor (NSWC Crane/Environmental /Environmental Protection Program)Obligated \$619,788.83 , de-obligated \$652.94 on Mod 15, leaving a balance of \$619,135.89. (WCF)	1.0	LO			\$619,135.89
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7001AE	F109	Funding in support of TI-01 Labor (NSWC Crane/Fuel Tank Inspection/Environmental Support). (O&MN,N)	1.0	LO			\$2,162.67
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001AF	F999	Funding in support of TI-01 (NSWC Crane/Environmental Support).Obligated \$445,776.73 , de-obligated \$13,259.51 on Mod 15, leaving a balance of \$432,517.22 (WCF)	1.0	LO			\$432,517.22
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001AG	F110	Funding in support of TI-01, for support of the Sanitary Landfill closure maintenance NSA Crane. (O&MN,N)	1.0	LO			\$4,014.27
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7001AH	R425	Funding in support of TI-01, to support NSWC environmental program.	1.0	LO			\$1,300.00

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Obligated \$11,212.33, de-obligated \$9,912.33 on MOD 15, leaving a balance of \$1300. (WCF)					
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7100	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦ Base Year one (Year 1) SURGE labor. Note B & C (Fund Type - TBD)	3758.0	LH			174,152.00
		Option					
		Max Fee					
		Min Fee					
		Government Overrun Share Line	0.4				
		Government Underrun Share Line	0.4				
7200	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦ Option Year one (Year 2) labor. Note A & B (Fund Type - TBD)	37578.0	LH			\$276,225.75

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Max Fee					
		Min Fee					
		Government Overrun Share Line	1.0				
		Government Underrun Share Line	1.0				
7201		Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year one (Year 2) labor. Note A & B				\$1,490,256.25	
7201AA	F109	Funding in support of TI-201, to support sanitary landfill efforts. (O&MN,N)	1.0	LO		\$1,057.17	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AB	R425	Funding in support of TI-201, to support NSW environmental program. (WCF)	1.0	LO		\$350,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7201AC	F110	Funding in support of TI-201, to support transfer of RR building to CAAA. Environmental feasibility study to ensure Rail Road buildings being transferred are within guidelines and environmental tests supporting this transfer are published prior to transfer. (WCF)	1.0	LO			\$7,757.78
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AD	F019	Funding in support of TI-202, in support of labor for Deer Hunt. Non-severable. (Fund Type - OTHER)	1.0	LO			\$2,700.00
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AE	F110	10 USC 2410(a) Authority is hereby invoked. Funding in support of TI-201, to support Sanitary Landfill closure maintenance NSA Crane. (O&MN,N)	1.0	LO			\$4,900.00
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Government Underrun Share Line	60.0				
7201AF	R425	Funding in support of TI-201, to support NSW Environmental program. (WCF)	1.0	LO		\$209,010.30	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AG	R425	Funding in support of TI-201, to support NSW environmental program. (WCF)	1.0	LO		\$194,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AH	R425	Funding in support of TI-204 Labor (CAAA/Environmental Services). (WCF)	1.0	LO		\$55,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AJ	R425	Funding in support of TI-204 Labor (CAAA/Disposal Hazardous Waste Services). (WCF)	1.0	LO		\$20,000.00	
		Max Fee					

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AK	R425	Funding in support of TI-204 Labor (CAAA/Groundwater Analysis). (WCF)	1.0	LO		\$28,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AL	R425	Funding in support of TI-205 Labor, Environmental Support for NAVFAC PWD CRANE. (WCF)	1.0	LO		\$123,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AM	R425	Funding support of TI-201, to support Environmental Protection programs at NSWC Crane. (WCF)	1.0	LO		\$40,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun	60.0				



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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Share Line					
7201AN	R425	Funding in support of TI-205, in support of Environment support for NAVFAC. (WCF)	1.0	LO		\$5,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AP	R425	Funding in support of TI-204, for General Environmental support for CAAA. (WCF)	1.0	LO		\$68,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AQ	R425	Funding in support of TI-204, for Hazardous Waste support for CAAA. (WCF)	1.0	LO		\$9,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AR	R425	Funding in support of TI-204, for Ground Water support for CAAA. (WCF)	1.0	LO		\$1,000.00	
		Max Fee					
		Min Fee					

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AS	R425	Funding in support of TI-206, for NSW Environmental Program Site Inspections/Methane Monitoring & Groundwater Monitoring. (O&MN,N)	1.0	LO		\$21,628.05	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AT	R425	Funding in support of TI-204, for CAAA Environmental Support Ground Water Analysis. (WCF)	1.0	LO		\$12,516.06	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AU	R425	Funding in support of TI-205, to support NAVFAC Environmental Support. (WCF)	1.0	LO		\$55,032.96	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7201AV	R425	Funding in support of TI-204 Labor (CAAA/Environmental Services). (WCF)	1.0	LO		\$84,192.98	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AW	R425	Funding in support of TI-204 Labor (CAAA/DISPOSAL HAZARDOUS WASTE). (WCF)	1.0	LO		\$21,460.95	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7201AX	R425	Funding in support of TI-201, to support NSWC environmental program. (WCF)	1.0	LO		\$177,000.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	60.0				
		Government Underrun Share Line	60.0				
7300	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management	3758.0	LH		\$176,846.00	

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		support ♦Option Year one (Year 2) SURGE labor. Note B & C (Fund Type - TBD)  Option					
		Max Fee					
		Min Fee					
		Government Overrun Share Line	0.4				
		Government Underrun Share Line	0.4				
7400	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year two (Year 3) labor. Note A & B (Fund Type - TBD)  Option	37578.0	LH		\$1,796,304.00	
		Max Fee					
		Min Fee					
		Government Overrun Share Line	0.4				
		Government Underrun Share Line	0.4				
7500	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year two (Year 3) SURGE labor.	3758.0	LH		\$179,831.00	

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
		Note B & C (Fund Type - TBD)					
		Option					
		Max Fee					
		Min Fee					
		Government	0.4				
		Overrun					
		Share Line					
		Government	0.4				
		Underrun					
		Share Line					
7600	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term one (Year 4) labor. Note A & B (Fund Type - TBD)	37578.0	LH		\$1,830,621.00	
		Option					
		Max Fee					
		Min Fee					
		Government	0.4				
		Overrun					
		Share Line					
		Government	0.4				
		Underrun					
		Share Line					

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
7700	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term one (Year 4) SURGE labor. Note B & C (Fund Type - TBD)	3758.0	LH		\$183,267.00	
		Option					

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Item	PSC	Supplies/Services	Qty	Unit	Target Cost	Target Fee	CPIF
7800	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term two (Year 5) labor. Note A & B (Fund Type - TBD)	37578.0	LH		\$1,865,409.00	
		Option					
		Max Fee					
		Min Fee					
		Government Overrun Share Line	0.4				
		Government Underrun Share Line	0.4				
7900	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term two (Year 5) SURGE labor. Note B & C (Fund Type - TBD)	3758.0	LH		\$186,750.00	
		Option					
		Max Fee					
		Min Fee					
		Government Overrun Share Line	0.4				
		Government Underrun Share Line	0.4				

For Cost Type / NSP Items

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7999 7000-7900: In accordance with statement of work and CDRL(s) A-A and applicable DID(s). The Government shall have unlimited rights to all data/tech data generated under this effort in accordance with DFARS 252.227-7013, unless an assertion is provided and accepted by the Government with the offer in accordance with DFARS 252.227-7017. The price/cost for all data/tech data generated by the Contractor directly or indirectly in its performance of this procurement effort is included in the price/cost paid by the Government under CLIN(s) 7000-7900 1.0 LO NSP

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦ Base Year one (Year 1)ODC. Note D (Fund Type - TBD)	1.0	LO	\$544,856.35
9001		Contractor shall invoice the following priced SLINs in accordance with invoicing instructions in Section G.			\$261,264.65
9001AA	R425	Funding in support of TI-01 ODC(NSWC Crane/Environmental Support). (WCF)	1.0	LO	\$49,500.00
9001AB	R425	Funding in support of TI-01 ODC(NSWC Crane/Environmental Support). Obligated \$238,000, de-obligated \$26,542.55 on MOD 15, leaving a balance of \$211,457.45 (WCF)	1.0	LO	\$211,457.45
9001AC	F109	Funding in support of TI-01 ODC (NSWC Crane/Fuel Tank Inspection/Environmental Support). (O&MN,N)	1.0	LO	\$220.80
9001AD	F999	Funding in support of TI-01 ODC(NSWC Crane/Environmental Support). Obligated \$75,500 , de-obligated \$75,500 , on MOD 15, leaving a balance of \$0. (WCF)	1.0	LO	\$0.00
9001AE	F110	Funding in support of TI-01, for support of the Sanitary Landfill closure maintenance NSA Crane. (O&MN,N)	1.0	LO	\$86.40
9100	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦ Base Year one (Year 1) SURGE ODC. Note C & D (Fund Type - TBD)  Option	1.0	LO	\$82,227.00
9200	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year one (Year 2) ODC. Note B & D (Fund Type - TBD)	1.0	LO	\$474,087.27
9201		Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year one (Year 2) ODC. Note B & D			\$345,595.73

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9201AA	F109	Funding in support of TI-201, to support sanitary landfill efforts. (O&MN,N)	1.0	LO	\$9.11
9201AB	R425	Funding in support of TI-201, to support NSW environmental program. (WCF)	1.0	LO	\$125,000.00
9201AC	F110	Funding in support of TI-201, to support transfer of RR building to CAAA. Environmental feasibility study to ensure Rail Road buildings being transferred are within guidelines and environmental tests supporting this transfer are published prior to transfer. (WCF)	1.0	LO	\$162.01
9201AD	F110	10 USC 2410(a) Authority is hereby invoked. Funding in support of TI-201, to support Sanitary Landfill closure maintenance NSA Crane. (O&MN,N)	1.0	LO	\$230.06
9201AE	R425	Funding in support of TI-201, to support NSW Environmental program. (WCF)	1.0	LO	\$35,000.00
9201AF	R425	Funding in support of TI-201, to support NSW environmental program. De-obligated \$16,000 on MOD 15, leaving a balance of \$0 (WCF)	1.0	LO	\$0.00
9201AG	R425	Funding in support of TI-204 ODC (CAAA/Environmental Services). (WCF)	1.0	LO	\$15,000.00
9201AH	R425	Funding in support of TI-204 ODC (CAAA/Disposal Hazardous Waste Services). (WCF)	1.0	LO	\$10,000.00
9201AJ	R425	Funding in support of TI-204 ODC (CAAA/Groundwater Analysis). (WCF)	1.0	LO	\$7,000.00
9201AK	R425	Funding in support of TI-205 ODC, Environmental support for NAVFAC PWD CRANE. (WCF)	1.0	LO	\$14,000.00
9201AL	R425	Funding support of TI-201, to support Environmental Protection programs at NSW Crane. De-obligated \$56,000 on Mod 15, leaving a balance of \$0 (WCF)	1.0	LO	\$0.00
9201AM	R425	Funding in support of TI-205, in support of Environment support for NAVFAC. (WCF)	1.0	LO	\$24,000.00
9201AN	R425	Funding in support of TI-204, for General Environmental support for CAAA. (WCF)	1.0	LO	\$58,000.00
9201AP	R425	Funding in support of TI-204, for Ground Water support for CAAA. (WCF)	1.0	LO	\$20,000.00
9201AQ	R425	Funding in support of TI-206, to support NSW Environmental Program Site Inspections/Methane Monitoring & Groundwater Monitoring. (O&MN,N)	1.0	LO	\$16,079.55
9201AR	R425	Funding in support of TI-204, to support NAVFAC Environmental Support Ground Water Analysis. (WCF)	1.0	LO	\$21,115.00
9300	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year one (Year 2) SURGE ODC. Note B, C, & D (Fund Type - TBD)	1.0	LO	\$83,583.00



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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
		Option			
9400	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year two (Year 3) ODC. Note B & D (Fund Type - TBD)	1.0	LO	\$832,990.00
		Option			
9500	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Option Year two (Year 3) SURGE ODC. Note B, C, & D (Fund Type - TBD)	1.0	LO	\$84,962.00
		Option			
9600	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ?Award Term one (Year 4) ODC. Note B & D (Fund Type - TBD)	1.0	LO	\$848,063.00
		Option			
9700	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term one (Year 4) SURGE ODC. Note B, C, & D (Fund Type - TBD)	1.0	LO	\$86,364.00
		Option			
9800	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term two (Year 5) ODC. Note B & D (Fund Type - TBD)	1.0	LO	\$861,751.00
		Option			
9900	R425	Non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support ♦Award Term two (Year 5) SURGE ODC. Note B, C, & D (Fund Type - TBD)	1.0	LO	\$87,789.00
		Option			

**CNIN-NOTICE-0002 NSWC CRANE GENERAL PROCUREMENT INFORMATION (APR 2014)**

**1. BUSINESS HOURS**

NSWC Crane Division allows flexible working hours for its employees. The core time when all employees are scheduled to work is 9:00 am to 3:00 pm (local time).

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## 2. TAX EXEMPTION

Section 39(A) and Section 6 of the Indiana Gross Income Tax Act of 1933, specifically exempts NSWC Crane Division as a government activity from any payment of sales and use taxes.

The assigned Exemption Number is 0018103400015

## 3. VENDOR SURVEY

NSWC Crane Contracting Department's mission is to provide responsive, best-value contracting and acquisition support for all customers, accomplished in partnership with industry, academia, and other Government activities, while maintaining the public's trust and fulfilling public policy objectives. In an effort to continually improve our services, the Contracting Office is conducting a survey of our vendors. Your comments will help us determine if we are accomplishing our mission and provide recommendations for ways to improve our processes. Please consider taking the time to complete the survey which can be accessed at the following address:

[http://www.navsea.navy.mil/nswc/crane/working/contracting/Lists/Vendor Survey/overview.aspx](http://www.navsea.navy.mil/nswc/crane/working/contracting/Lists/Vendor%20Survey/overview.aspx).

## 4. NSWC CRANE VISITOR INFORMATION: PORTABLE ELECTRONIC DEVICE POLICY

NSWC Crane has implemented full compliance with the NAVSEA Access and Movement Control Instruction 5510.2C, dated 7 August 2012, which restricts the use of portable electronic devices (PEDs) in all NAVSEA spaces. In accordance with NSWC Crane Policy Letter 14-02 dated 20 March 2014, all government civilian, military and contractor personnel assigned to NSWC Crane and all visitors are prohibited from bringing any device or equipment capable of recording, transmitting or exporting photographic images or audible information of any kind into NSWC Crane spaces. This policy prohibits all personal electronic devices other than personal cell phones. For the purpose of this policy, "spaces" include outdoor ranges and test areas. NSWC Crane areas will be clearly marked. Prohibited devices include: MP3 players, e-readers, digital recording devices, laptop and tablet computers, and/or other electronic devices not provided by the government or specifically authorized. One-way pagers are allowed for fire, safety and security purposes. These devices can be used in non-NSWC Crane areas.

## 5. RAPIDGate NSA/NSWC CRANE INSTALLATION ACCESS

NSA/NSWC Crane is implementing the Navy Commercial Access Control System (NCACS) projects. The NCACS is the standard identity management and perimeter installation access control solution for the access management of vendors, contractors, suppliers and service providers who are not authorized a Common Access Card (CAC). The rationale for implementation of this system is to increase security while reducing impacts to the contractor community by improving efficiencies for base entry.

A new protocol being implemented to fulfill this NCACS requirement is the RAPIDGate system. The system meets Presidential Directive (HSPD-12) requirements by providing background checks of contractor personnel. A personal badge that affords base access (and/or multiple base access) for one year will be issued to each Contractor employee that meets background check criteria. While Contractors are not required to participate in this program, those Contractors who choose not to participate will be required to obtain daily passes for base access.

For contracts which include the FAR 52.204-9 Personal Identity Verification of Contractor Personnel or will otherwise require frequent access to the Naval Support Activity (NSA)/NSWC Crane site, contractors should consider taking advantage of the benefits available from the RAPIDGate program. A Government Sponsor is required to validate a Contractor's request for RAPIDGate access, and shall be the Contracting Officer's Representative (COR). If there is no COR, then the Government Sponsor is the Contracting Officer.

The Government does not guarantee the contractor's successful enrollment or the successful enrollment of any contractor employees in the RAPIDGate program. Significant delays may result from choosing to access the installation by obtaining a one day pass. The Government will not be held responsible for any access delays associated with using the daily pass process. Please address any questions or concerns regarding RAPIDGate to the COR or the local Base Security Office personnel listed below.

NSA/NSWC Crane RAPIDGate Primary Program Point of Contact is Jon Thomas, and can be reached at [Jon.M.Thomas@Navy.mil](mailto:Jon.M.Thomas@Navy.mil) or at 812-854-5642.

Additional information is available at <http://www.rapidgate.com/rapidgate>

## NOTE A: LEVEL OF EFFORT

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For labor items, Offerors shall propose man-hours required to perform requirements of the Statement of Work (SOW) provided for the period of performance specified in section F. The PAYMENT OF FEE(S) (LEVEL OF EFFORT) clause applies to these items. The Government estimated Level of Effort (LOE) and recommended labor mix can be found as Attachment 6 in Section J. The Government estimate is based on the total anticipated LOE for all tasks.

**NOTE B: OPTION**

Option item to which the option clause in Section I applies and which is to be supplied only if and to the extent that said option is exercised.

**NOTE C: SURGE**

If the Government determines that an increased LOE is required, the Government reserves the right to exercise "surge" option CLINs for additional hours in accordance with the SOW. In the event that the Government does elect to exercise the surge option item, the appropriate ceiling and LOE may be re-aligned under labor CLINs for each task identified in the SOW. The Government estimate is 10% of yearly labor hours for labor option items. PRIME OFFERORS SHALL propose all surge hours using a Weighted Average Loaded Labor Rate (WALLR) applied to the surge CLIN. All surge labor CLINs shall be proposed as CPPF and shall not exceed the prime Offeror's maximum fee percent in their SeaPort Enhanced (Seaport-e) Multiple Award Contract (MAC).

Note: WALLR is calculated by dividing total proposed labor costs by total proposed hours (including subcontractors. An example can be found as Attachment 5 in section J.)

**NOTE D: OTHER DIRECT COSTS**

The Government estimates total ODCs for this TO to be \$4,267,878. ODCs should be proposed as prescribed in Section L, paragraph 4.4.4.

Note: Upon award, the successful Offeror's proposed Maximum Incentive Fee percentage will be incorporated in the below clause and in FAR clause 52.216-10 INCENTIVE FEE in Section I. Offeror shall fill in the below table wherever "\$TBD" is indicated.

The first incentive fee calculation will be at the end of the first year of the TO.

The min fee shall be one percent (1%). Offerors shall propose target fee. Offerors shall propose their own max fee. Proposed max fee cannot exceed the maximum fee identified in the offeror's basic contract.

(1) The final target cost, target fee amounts shall be based upon the actual level of effort the contractor provides as explained in the following paragraph.

**OFFEROR TO FILL IN ALL TBD's BELOW**

LABOR ITEMS	LABOR HOURS	TARGET COST	TARGET FEE
7000	37,578	\$1,656,734	
Rate/Hr	BLANK	\$44.09	
7200	37,578	\$1,682,364	
Rate/Hr	BLANK	\$44.77	

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7400	37,578	\$1,710,766	
Rate/Hr	BLANK	\$45.53	
7600	37,578	\$1,743,449	
Rate/Hr	BLANK	\$46.40	
7800	37,578	\$1,776,580	
Rate/Hr	BLANK	\$47.28	

(i) The CPIF target cost rate for CLIN 7000 (to the extent Options are exercised) Option CLIN(s) 7200, 7400, and Award CLIN(s) 7600 and 7800 shall be determined by dividing proposed target costs (including proposed subcontractor cost) by proposed hours (including proposed subcontractor hours), under each CLIN.

(ii) The CPIF target fee rate for CLIN 7000 (to the extent Options are exercised) Option CLIN(s) 7200, 7400, and Award CLIN(s) 7600 and 7800 shall be determined by dividing proposed target fee (including proposed subcontractor target fee) by proposed hours (including proposed subcontractor hours), under each CLIN.

(iii) The final CPIF actual cost rate for CLIN CLIN 7000 (to the extent Options are exercised) Option CLIN(s) 7200, 7400, and Award CLIN(s) 7600 and 7800 shall be determined by dividing actual allowable costs (included subcontractor actual allowable costs) by actual allowable hours worked (including subcontractor actual hours worked), under each CLIN.

(iv) The final CPIF actual fee rate for CLIN 7000 (to the extent Options are exercised) Option CLIN(s) 7200, 7400, and Award CLIN(s) 7600 and 7800 shall be determined by subtracting actual cost rate from target cost rate, multiplying by contractor share ratio and adding to target fee rate. The actual fee amount is determined by multiplying the actual allowable hours worked by the CPIF actual fee rate.

(v) The share ratio for the CPIF portion of the fee structure is 60/40 (60% Government and 40% Contractor) for both underruns and overruns. See the Incentive Fee clause (FAR 52.216-10) in Section I of this TO for further information on how the target cost and target fee are determined and the fee earned is calculated.

#### **HQ B-2-0004 EXPEDITING CONTRACT CLOSEOUT (NAVSEA) (DEC 1995)**

(a) As part of the negotiated fixed price or total estimated amount of this contract, both the Government and the Contractor have agreed to waive any entitlement that otherwise might accrue to either party in any residual dollar amount of \$500 or less at the time of final contract closeout. The term "residual dollar amount" shall include all money that would otherwise be owed to either party at the end of the contract except that, amounts connected in any way with taxation, allegations of fraud and/or antitrust violations shall be excluded. For purposes of determining residual dollar amounts, offsets of money owed by one party against money that would otherwise be paid by that party may be considered to the extent permitted by law.

(b) This agreement to waive entitlement to residual dollar amounts has been considered by both parties. It is agreed that the administrative costs for either party associated with collecting such small dollar amounts could exceed the amount to be recovered.

#### **HQ B-2-0007 LIMITATION OF COSTS OR LIMITATION OF FUNDS LANGUAGE**

The clause entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF FUNDS" (FAR 52.232-22), as appropriate, shall apply separately and independently to each separately identified estimated cost.

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**HQ B-2-0015 PAYMENTS OF FEE(S) (LEVEL OF EFFORT - ALTERNATE 1) (NAVSEA) (MAY 2010)**

(a) For purposes of this contract, "fee" means "target fee" in cost-plus-incentive-fee type contracts, "base fee" in cost-plus-award-fee type contracts, or "fixed fee" in cost-plus-fixed-fee type contracts for level of effort type contracts.

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable, and shall be paid fee at the hourly rate(s) specified above per man-hour performed and invoiced. Total fee(s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract.

**HQ B-2-0020 TRAVEL COSTS - ALTERNATE I (NAVSEA) (DEC 2005)**

(a) Except as otherwise provided herein, the Contractor shall be reimbursed for its reasonable actual travel costs in accordance with FAR 31.205-46. The costs to be reimbursed shall be those costs accepted by the cognizant DCAA.

(b) Reimbursable travel costs include only that travel performed from the Contractor's facility to the worksite, in and around the worksite, and from the worksite to the Contractor's facility.

(c) Relocation costs and travel costs incident to relocation are allowable to the extent provided in FAR 31.205-35; however, Contracting Officer approval shall be required prior to incurring relocation expenses and travel costs incident to relocation.

(d) The Contractor shall not be reimbursed for the following daily local travel costs:

(i) travel at U.S. Military Installations where Government transportation is available,

(ii) travel performed for personal convenience/errands, including commuting to and from work, and

(iii) travel costs incurred in the replacement of personnel when such replacement is accomplished for the Contractor's or employee's convenience.

**HQ B-2-0021 CONTRACT SUMMARY FOR PAYMENT OFFICE (COST TYPE) (FEB 1997)**

This entire contract is cost type.

**CNIN-B-0008 Data Rights (APR 2012)**

The Government shall have unlimited data rights to all technical data generated in the performance of this contract, whether required to be delivered or not, in accordance with (IAW) DFARS 252.227-7013; and similarly to all computer software and computer software documentation generated in the performance of this contract, whether required to be delivered or not, IAW DFARS 252.227-7014; unless an assertion is provided and accepted by the Government with the offer IAW DFARS 252.227-7017. Upon creation of an assertion table as directed/applicable, the Offeror will identify the specific CLIN and CDRL to which the assertion applies. No assertion table(s) will be accepted in response to a Basic Ordering Agreement (BOA). If the Government determines that acceptance of an assertion(s) is valid, said assertion(s) will be incorporated into each individual order or resultant contract.

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

**1.0 Introduction.** This SOW sets forth the requirements for non-personal professional, technical and management support services in the areas of technical support services, scientific/engineering analysis and studies, technical data support, and data management support. These services are in support of environmental programs discussed below, as well as overall program support services performed in support of tasks managed by the Crane Division, Naval Surface Warfare Center (NSWC Crane), Environmental Protection (EP) Branch of the Infrastructure Services Division of the Mission Support Services Department.

**1.1 Background.** The EP Branch is required to ensure compliance with United States Environmental Protection Agency (USEPA), Indiana Department of Environmental Management (IDEM), Local, and United States Navy requirements. The tasking requires knowledge of the requirements, review of the existing program status, and preparation of technical documentation within very short periods to ensure that compliance is met and the facility maintains readiness. In addition, there is also a minor environmental support requirement to be accomplished at Fallbrook, CA and Hawthorne, NV to ensure NSWC Detachment processes are in compliance with Federal, State and Navy regulations. Additional site visits and periodic sampling will be conducted at the Lake Glendora Test Facility, in Sullivan, IN to ensure environmental compliance.

**1.2 Applicable Paragraphs.** This Task Order (TO) applies to the following SOW paragraphs of the basic SeaPort Enhanced (Seaport-e) Multiple Award Contract (MAC):

3.9 System Safety Engineering Support

3.20 Program Support

3.21 Functional and Administrative Support

**2.0 Applicable Documents.** The following documents of the revision or issue in effect at the date of TO, or as otherwise specified by the TO, form a part of this SOW to the extent described herein. In the event of conflict between the documents referenced herein and the contents of this SOW, the contents of this SOW shall prevail. The Contractor shall recognize the Department of Defense's (DoD) intent to utilize industry and/or commercial standards where possible. Subsequently, the Contractor shall recommend for Government approval, utilization of those industry/commercial standards where possible during performance of this TO. DoD standards shall apply even if superseded and/or supplemented by industry/commercial standards.

### 2.1 Specification – Mandatory Compliance

Document Number	Title
NAVSEA OP-5 Vol 1	Ammunition and Explosives Safety Ashore
NSA/NSWC/NAVFAC CRANE INST 5090.2 series	Hazardous Waste Management Plan

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NSWCCRANEINST 8000.1 series	Standard Operating Procedures Program for the Processing Of Expendable Ordnance
NSWCCRANEINST 5100.1 series	Occupational Safety and Health Program
OPNAV INSTRUCTION 3770.2K series	Airspace Procedures and Planning Manual
OPNAV INSTRUCTION 5090.1D	Environmental Readiness Program  (Note: Ref (c) is the Manual)
OPNAV INSTRUCTION 5100.23G	Navy Safety and Occupational Health Program Manual
NSWCCRANEINST 5100.2	Contractor Safety and Health Program

## 2.2 Standards - Mandatory Compliance

Document Number	Title
N/A	

## 2.3 Other Publications and Regulations

29 CFR 1910	OSHA Standards for General Industry
40 CFR	Protection of the Environment
49 CFR 173.2	Forbidden Material and Packages
Titles 326, 327, 329 IAC	Indiana Administrative Code

## 2.4 Instructions and Directives

NSACRANEINST 5090.4 series	National Environmental Policy Act
NSACRANEINST 5100.7 series	Hazardous Materials Control and Management Program
NSWCCRANEINST 5100.7	Hazardous Materials Control and Management Program
NSACRANEINST 5090.7 series	Air Program and Emissions Management
NSA/NSWCCRANEINST 5090.21 series	Environmental Internal Assessment

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NSA/NSWC/NAVFACCRANEINST 5090.13 series	Environmental Management System
NSACRANEINST 5090.22C	Environmental Compliance Management Board
NSACRANEINST 5090.10 series	Ozone Depleting Substances
NSACRANEINST 5090.5 series	Oil and Hazardous Substances Spill Contingency Plan
NSACRANEINST 5090.24 series	Pollution Prevention
NSA/NSWC/NAVFACCRANEINST 5090.12 series	Solid Waste Management Plan
NSA/NSWC/NAVFACCRANEINST 5090.23 series	Management of Used Oil
NSA/NSWC/NAVFACCRANEINST 5090.9 series	Industrial Wastewater Management
NSACRANEINST 5100.23 series	Asbestos Program Instruction
NSACRANEINST 8020 series	Explosive Safety Program at NSA Crane
NSWCCRANEINST 5720.1 series	Release of Technical Papers and Documents to the Public
NSWCCRANEINST 5510.1A	Information, Personnel, and Industrial Security Manual

**3.0 Requirements.** All tasking under this SOW shall only be executed after a Technical Instruction (TI) is signed & dated by the Government's Contracting Officer & Contracting Officer's Representative (COR) and an authorized Contractor Representative. The TI may cite more detail about the tasking to be executed, such as required data deliverables, milestones/schedules, specific sections of standards/handbooks/ instructions that are applicable to the tasking, etc. Tasking specified in the TI

shall be within the parameters of one or more of the general tasks listed below. As required by TI, the Contractor shall furnish all labor, facilities, material, and equipment except for Government Furnished Information (GFI), Materials (GFM), Facilities (GFF), or Equipment (GFE) expressly identified in the TI and Attachment 4 (GFE). The Contractor shall collect, analyze, assess, prepare, review, recommend, evaluate, develop, inspect, validate, and deliver data as required by TI. The Contractor shall assess problems, recommend corrective actions, make repairs, and test and monitor in accordance with (IAW) TIs. The Contractor shall provide microfilming, digital scanning, security and graphic arts services as required by TI.

**3.0.1** The Contractor shall provide a plan for Program Management, Contract Management and Operational Management of all tasking. The contractor must be capable to support surge and short term projects with subject matter experts. In addition, the Contractor shall develop, implement and maintain a standardized method of tracking and reporting technical and financial information concerning the progress and status of each TI and subtask issued under this TO. As a minimum, the following elements shall be addressed in the Contractor's reports:



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- a. Description of the progress made against milestones on current TIs.
- b. Problem areas affecting technical or scheduling elements with background and any recommendation for solutions.
- c. Results, positive or negative, obtained relating to previously identified problem areas with conclusions and recommendations for resolution and future avoidance.
- d. Costs and labor hours expended to date and projection to increase costs; cost overruns and/or decrease in projected costs. Cost reports shall be provided for each TI.

**3.1** Research and Development Support- N/A

**3.2** Engineering, System Engineering, and Process Engineering- N/A

**3.3** Modeling, Simulation, Stimulation, and Analysis Support- N/A

**3.4** Prototyping, Pre-Production, Model-Making and Fabrication Support- N/A

**3.5** System Design Documentation and Technical Data Support- N/A

**3.6** Software Engineering, Development, Programming, and Network Support- N/A

**3.7** Reliability, Maintainability, and Availability (RM&A) Support- N/A

**3.8** Human Factors, Performance, and Usability Engineering Support- N/A

**3.9** System Safety Engineering Support

**3.9.1** The Contractor shall provide qualified personnel to attend design reviews, technical problem meetings, user conferences, and program status reviews. The Contractor shall (if specified by TI ) attend meetings or functions in the capacity of an advisor, presenter, expert, listener, and minutes/note keeper; however the Contractor shall never function for the Government in voting or other decision-making capacity. The individuals shall present briefings and record and distribute minutes. Action items or short term specific assignments resulting from these meetings requiring performance by the Contractor will be identified and included in modified TI or tasked by a separate TI.

**3.10** Configuration Management (CM) Support- N/A

**3.11** Quality Assurance (QA) Support – N/A

**3.12** Information System (IS) Development, Information Assurance (IA) and Information Technology (IT) Support – N/A

**3.13** Inactivation and Disposal Support- N/A

**3.14** Interoperability, Test and Evaluation, Trials Support- N/A

**3.15** Measurement Facilities, Range and Instrumentation Support- N/A

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**3.16** Logistics Support- N/A

**3.17** Supply and Provisioning Support- N/A

**3.18** Training Support – N/A

**3.19** In-Service Engineering, Fleet Introduction, Installation and Checkout Support- N/A

**3.20 Program Support**

**3.20.1** The Contractor shall provide technical and environmental management support services for the performance of Environmental Compliance including: Third Party Audits, Environmental Management System maintenance, support the development of program checklists and other technical support IAW applicable specifications and regulations, review, preparation, and/or updating of Management Plans (i.e. Spill Contingency Plan, Quality Assurance (QA)/Quality Control (QC) Plan, Hazardous Waste Management Plan, etc.), SOPs, Master Plans, Sampling Plans, preparation of annual and biennial reports, gathering, assimilating information and data for and responding to data calls, grants, program accomplishment reports and preparation of environmental permits, in support of NSA Crane, NSWC Crane, and other Tenant Activities.

**3.20.1.1** The Contractor shall gather, prepare, and assimilate all required elements for environmental permit applications, variance requests and notifications. The Contractor shall ensure that all forms, plans, and specifications which are required for a complete application are included in the package. The Contractor shall be required to coordinate with IDEM during the permit application preparation process with Government approval. In addition, the Contractor shall coordinate any meetings with the regulatory agencies, including IDEM and the USEPA, to discuss permit applications and other permit documents. The Contractor shall develop a timeline illustrating the process from application to completion of conditions required by the issued permit. The Contractor shall develop a spreadsheet to keep track of dates when the various requirements of the permit applications and permit conditions are fulfilled. It shall be the Contractor's responsibility to keep the spreadsheet information up-to-date. After Government approval, the Contractor shall coordinate with local newspapers and other required media and local libraries to distribute documents, as required, for public notices, meetings, etc. in accordance with NSWCCRANEINST 5720.1.

1. Title V Air Permit:

a. Permit Modifications: Prepare an estimated 4 permit modification applications per year. Permit Modifications are required for new emissions sources such as Open Burning/Open Detonation activities, Hazardous Waste Incinerators, Explosive D conversion operations, paint booths, and boilers.

b. Permit Renewal: Prepare a Permit Renewal Application for submittal to IDEM, including gathering past and current emissions data, updating the emissions inventory, and ensuring accurate regulations are included in the permit application.

2. Hazardous Waste (HW)/Resource Conservation and Recovery Act (RCRA):

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- a. Permit Modifications: Prepare an estimated 2 permit modification application per year, which shall include a Class I, II or III modifications.
  - b. Permit Renewal: Prepare a Permit Renewal Application for submittal to IDEM, to include combining Part B and Subpart X permits into one permit for the Central Storage Facility, Open Burning/Open Detonation operations, Ammunition Peculiar Equipment (APE) 1236, Contained Detonation Chamber, Mobile Plasma Treatment System and Groundwater Monitoring of Open Burning/Open Detonation areas.
  - c. Risk Assessment: Develop a Work Plan and conduct a Risk Assessment prior to Permit Renewal Application.
3. Storm Water
- a. Permit Modifications: Prepare an estimated 3 Notices of Intent (NOI) per year.
  - b. Permit Renewal: Prepare a Permit Renewal Application for submittal to IDEM.
4. Wastewater/National Pollutant Discharge Elimination System (NPDES)
- a. Permit Modifications (NSWC/NSA Crane permit): Prepare an estimated 2 permit modification applications per year.
  - b. Permit Renewal (NSWC/NSA Crane permit): Prepare a Permit Renewal Application for submittal to IDEM, including a complete sampling and analysis project of all outfalls prior to submittal (estimated 231 samples).
  - c. Permit Renewal (Lake Glendora Test Facility permit): Prepare a Permit Renewal Application for submittal to IDEM, including a complete sampling and analysis project of the outfall prior to submittal (estimated 21 samples).
5. Biosolids Land Application
- a. Permit Renewal: Prepare a Permit Renewal Application for submittal to IDEM.
  - b. Permit Modifications: Prepare an estimated 2 permit modification applications per year.
6. Solid Waste Construction/Demolition Landfill
- a. Permit Renewal: Prepare a Permit Renewal Application for submittal to IDEM
  - b. Permit Modifications: Prepare an estimated 2 permit modification applications per year.
7. Other Environmental Programs. Other Environmental Programs may require Government approved public notice on a non-routine basis (i.e. Drinking Water Program, etc.) in accordance with NSWCCRANEINST 5720.1.

**3.20.2** The Contractor shall provide support in maintaining the ISO 14001 Conforming Crane Environmental Management System (EMS) by: determining continuous improvements for the EMS; maintaining and updating the EMS instruction, Manual and electronic and hardcopy

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files(NSA/NSWC/NAVFACCRANEINST 5090.13 series Environmental Management System); conducting an estimated 2 meetings per month to discuss continuous improvements, corrective actions to non-conformances and preparing for and participating in the Environmental Compliance and Management Board meetings (see NSACRANEINST 5090.22C); coordinating the annual environmental aspect review and significant environmental aspect identification; coordinating and providing input to preparing annual Objectives and Targets for the identified Significant Environmental Aspects; gathering data and other information for monitoring and measuring the Targets; preparing Management Review presentations; participating in Internal and External Audits; tracking corrective actions for any audit-identified non-conformances; coordinating with the Base Activity and all Tenant Activities to develop, track and complete documents and other activities as requested in relation to the EMS including Pollution Prevention. The Contractor Staff involved with EMS activities shall take the CECOS Integrated EMS and Compliance Auditing Course

**3.20.2.1** The Contractor shall gather data and prepare required monthly metrics for EP. The monthly report shall be submitted to the EP Manager.

**3.20.2.2** The Contractor shall gather data, develop/update, report and post production charts and other visual management tools, as required, for EP.

**3.20.2.3** The Contractor shall participate in Lean/Six Sigma events as requested.

**3.20.2.4** The Contractor shall maintain an Environmental document tracking log for all correspondence and documents requiring action by the EP Manager or other Program Managers. The Contractor shall also review and update documents to meet regulatory requirements/standards, format and other finalizing requirements, create routing sheets, develop compact disk copies (as requested) and distribute/route as required. Distribution may be internally to Program Managers, Chain of Command or externally to other Tenant Activities, regulatory agencies, public, etc. The Contractor shall maintain correspondence binders and file the documents and correspondence in the correct environmental program binder series in the appropriate EP Library to comply with EMS requirements.

**3.20.2.5** The Contractor shall monitor various departmental resources documentation by developing, maintaining and updating a retrievable data management system utilizing environmental documents. Knowledge of environmental programs and regulations/requirements is required. This database shall be updated for rapid access and retrieval on a daily basis. The Contractor must be able to receive queries from off and on station phone calls and/or electronic mail, search database for applicable documentation to be retrieved and forward via a fax machine and/or electronic mail. The Contractor shall collect, record, and update documentation; distribute documentation to managers/personnel; maintain data files from incoming correspondence requiring a response; research technical documentation and existing data sources to verify accuracy and status of data inputs; and return the documents for Government disposition. The Contractor shall provide ad hoc reports randomly throughout the year, approximately once every two to three months, as required.

**3.20.2.6** Environmental Document and Data Management. The Contractor shall provide

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Information Technology related services for environmental related databases and data management systems. These tasks encompass all aspects of the life cycle of hardware, software and systems. Knowledge of environmental programs and regulations/requirements is required.

**3.20.2.6.1** The Contractor shall develop an Environmental data management system and provide support to receive and record data on both management and engineering documents. The Contractor shall be responsible for the maintenance of the Environmental data management system. The Contractor shall receive and record the documents from the Government, record and input the management data, verify the data inputs, and return the documents for Government disposition. For existing systems, written operating instructions will be provided with the TI. The Contractor shall organize and attend on-site working sessions to resolve problems in the areas of maintenance and operation of the data management system to comply with EMS requirements. Knowledge of environmental programs and regulations/requirements is required.

**3.20.2.6.2** The Contractor shall provide the support to scan documents into Environmental databases, manage the databases, and manage documents furnished by the Government. The Contractor shall produce electronic media as required by TI. The Contractor shall produce copies from existing electronic media and hardcopies as required by the Government, utilizing Government or Contractor furnished scanning equipment.

**3.20.2.6.3** The contractor shall be responsible for operation of an Environmental data repository. Repository data consists of items such as engineering drawings, manuals, regulatory documentation, reports, and other technical documents for which hard or electronic copy is to be retained. The Contractor shall receive documents, maintain an automated logging system, copy each document on electronic media as specified in the TI for protection, remove and release documents as requested (or required per the Crane EMS Record Retention requirements), maintain a record of master and copy holders, and provide reproduction and distribution. The Contractor shall also perform other document custodian tasks as required by TI or as requested, such as: development and maintenance of an environmental library, development and maintenance of a record/document-tracking system, and uploading environmental and safety records to approved websites. Distribution tasks require packaging, labeling, and mailing or otherwise shipping single or multiple documents to single or multiple locations within or outside the Government. Where applicable the Contractor will be provided with the TI written operating instructions.

**3.20.2.6.4** The Contractor shall maintain an awareness of the most current classification and data destruction requirements, and provide support to destroy both classified and unclassified data at both Contractor and/or government facilities to maintain EMS compliance.

**3.20.3** The Contractor shall conduct and prepare Environmental Condition of Property (ECP) reviews and documentation at an estimated four (4) ECP Reports per year and four (4) streamlined ECP Reports per year. Subsequent environmental sampling conducted as a result of findings identified in the ECP shall include: explosives, Poly Chlorinated Biphenyls (PCBs), metals, asbestos, petroleum based products and byproducts, and additional parameters based on the use of the facility.

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**3.20.4** The Contractor shall evaluate computer related hardware and/or software for performance capabilities (based on achieving regulatory compliance), and shall provide a report. Examples include: Statistical software, Hazardous Materials (HM) tracking software/hardware, and database management tools.

**3.20.5** The Contractor shall implement computer hardware and/or software, such as: Statistical software, ArcView, Visio, Adobe Acrobat, Microsoft Office Suite, which will facilitate the EP to achieve and/or maintain regulatory compliance.

**3.20.6** The Contractor shall develop training plans; course outlines; training materials; and provide employee training IAW all DoD, State, and Federal regulations in order to maintain regulatory compliance and implement procedures in a wide variety of program areas such as, HAZWOPER, Title V Compliance, HW Generator, HM Management and Compliance, Environmental Management System and Environmental Awareness, NEPA Awareness, and SPCC. Size of class, beginning date, and type of class will be defined as necessary.

**3.20.7** The Contractor shall provide research services for the purpose of gathering information from periodicals, studies, regulatory publications, and/or information type services or systems, and provide a report.

**3.20.8** The Contractor shall accompany designated DoD personnel to regulatory-driven conferences, hearings, or public meetings. The Contractor shall provide formal preparation of meeting minutes when required.

**3.20.9** The Contractor shall prepare and update applicable NSA and Tenant Notices, SOPs, and Instructions, and maintain conformance to the acceptable format of the Notices, SOPs, and Instructions currently utilized by NSA Crane. The Contractor shall maintain a working knowledge of NSA Crane and Tenant Notices, SOPs, and Instructions relative to Environmental Management, and coordinate input from stakeholders.

**3.20.10** The Contractor shall maintain an awareness and technical knowledge of regulatory requirements for environmental issues. The Contractor shall recommend attending symposiums/training sessions on applicable courses for government approval. It is estimated that no more than eight symposiums/training sessions will be required each year.

**3.20.11** The Contractor shall collect, prepare, ship, and/or perform analysis and provide analytical results reports on samples from asbestos, lead, air, wastewater, storm water, potable water, sludge, waste oil, soil, or other medias, including required chain of custody completion, IAW all DoD, State, and/or Federal regulations for sampling and analysis. All laboratories must be certified appropriately IAW DoD, State and/or Federal requirements for the media analyzed (i.e.: National Environmental Laboratory Accreditation Program (NELAP), American Industrial Hygiene Association (AIHA), etc).

**3.20.12** The Contractor shall perform the Annual Environmental Internal Assessment (EIA) or third Party Compliance audits which shall be required by the regulatory agencies to determine compliance with environmental regulations IAW OPNAVINST 5090.1D (or latest version) and

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NSA/NSWCCCRANEINST 5090.21 series Environmental Internal Assessment. The Contractor shall review results from NSA and all tenant inspection groups, and provide a written report on the validity and accuracy of their findings. The Contractor shall prepare and distribute required forms, conduct interviews, issue Notices of Finding, determine root cause and develop the final report no later than 31 January of each year following the calendar audit year. The contractor shall also be responsible for collecting and reviewing all data associated with the Internal and External inspections/audits as part of the EIA report. The report shall contain each deficiency noted, root cause analysis, corrective action taken, status of each finding and coordinate distribution of the final report to all reviewers and signatories. In addition, the Contractor shall utilize the Crane Action Management System (CAMS) or equivalent system for tracking findings. The Contractor shall also serve as a member of the CAMS Integrated Product Team (IPT) or equivalent team.

**3.20.12.1** The Contractor shall accompany regulatory representatives from IDEM and the USEPA and other external auditors (such as DoD audit teams, ISO audit teams, etc.) during inspections and site visits, including the following types of inspections: Asbestos, Title V Compliance, Potable Water, National Emissions Standards for Hazardous Air Pollutants (NESHAP) Compliance, NPDES/Wastewater, Storm Water, Solid Waste, Storage Tanks, and RCRA/Hazardous Waste. In addition, the Contractor shall be required to represent EP and provide documentation and appropriate responses to audit/inspection questions.

**3.20.12.2** The Contractor shall conduct periodic audits/inspections for compliance with hazardous waste, hazardous material, air, storm water, potable water, waste water, asbestos, lead, and other regulatory programs and provide a report of the findings and recommendations. The Contractor shall provide adequately trained employees to perform the various audits/inspections utilizing 40-hour Hazardous Waste Operations and Emergency Response Standard (HAZWOPER), Indiana Asbestos Certification, Indiana Lead Inspector, Indiana Department of Environmental Management Underground Storage Tank -Tank B Operator, CECOS Integrated EMS and Compliance Auditing, licensed Professional Engineer, or certified ozone-depleting substances recovery/recycling equipment and technician(s). Contractor may request that additional training be considered as acceptable if necessary with Government approval. Historically, there are roughly 1,126 inspections and 466 regulatory required reports generated per year. The following outlines the estimated number of inspections and regulatory reports per year by Program Area:

Program Area	Estimated # Inspections/Year	Estimated # Reports/Year
Air/Title V	95	48
Asbestos	80 (not including Triennial inspections)	80 (not including Triennial reports)
Potable Water	20	130
EMS	1	2
EPCRA	0	3

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Explosive Hazardous Waste	108	5
Groundwater	228	20
Hazardous Materials	32	32
Hazardous Waste	212	15
Land Application	0	18
Lead-based Paint	80	80
PCBs	20	20
Pollution Prevention	12	12
Solid Waste	6	4
Storage Tanks	20 site visits (not including tank inspections)	0
Storm Water	185	5
Used Oil	72	4
Wastewater/NPDES	145 (does not include daily Sed Pond inspections or daily Manhole monitoring)	218 (does not include daily Sed Pond reports)
Other miscellaneous site visits/inspections/reports	50	75

**3.20.12.3** There is also a minor environmental support requirement to be accomplished at Fallbrook, CA and Hawthorne, NV to ensure NSWC Detachment processes are in compliance with Federal, State and Navy regulations. This support shall require a working knowledge of NSWC/NSA Crane Instructions and SOPs, as well as travel to Hawthorne, NV and Fallbrook, CA at times when requested. The contractor shall perform audits and inspections for the NSWC Detachments, assist with participation in the Explosives Safety Self Assessment (ESSA), for environmental participation, review and comment on SOPs, and review of other environmental programs as necessary.

**3.20.13** The Contractor shall prepare air pollution control source construction and operation permit applications IAW OPNAVINST 5090.1D (or current version), Title 326 of the Indiana Administrative Code (IAC), 40 CFR 50-87, NSACRANEINST 5090.7 series Air Program and Emissions Management, and any other regulations as directed by EP as deemed necessary for a particular project. The Contractor shall be required to collect and verify by site visit (if required) all data/information necessary to complete the aforementioned construction and operating permit applications. The current Title V permit covers 111 Significant Air Sources which includes Paint booths, cleaning, coating, Plating, abrasive blasting units, boilers, contained detonation chamber, APE 1236 rotary kiln incinerator, flare manufacturing, explosive D conversion and Opening Burning and Open Detonation operations. The current permit also covers 461 insignificant air sources. The Title V permit has been modified an estimated 4 times per year. The contractor shall be responsible for conducting inspections and preparing compliance reports required by the Title



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V permit. Complete compliance inspections are conducted quarterly, or more frequently, if required. Any significant findings will be out-briefed to the EP Manager and/or the Program Manager the day of the inspection. The Contractor shall update Emissions Inventories and other documents as required by IDEM, USEPA, OPNAVINST 5090.1D (or current version) and the Title V Air permit. The Contractor will gather data for, develop and submit all required reports to the EP Manager and the Air Program Manager, including the Annual Compliance Certification, Annual Emissions Inventory Report, Quarterly Compliance Reports, Semi-Annual Continuous Emissions Monitor Reports, Semi-Annual Boiler Certification Reports, and any other permit-required compliance reports, as they are identified. In addition, the Contractor shall coordinate required compliance testing with appropriate Government personnel, other contractors, regulators, etc. to ensure compliance with State and Federal regulations, including development of plans/protocols, communication with regulators, accompanying regulators/other personnel on site visits prior to/during/post testing, preparing and coordinating public notices, extension letters, etc.

**3.20.13.1** The Contractor shall gather, prepare, and assimilate all required elements for Crane Ozone Depleting Substances (ODS) actions. The Contractor shall ensure that all regulatory forms, plans, and specifications, which are required, are completed. The Contractor shall develop a timeline illustrating the process from application to completion of conditions required by ODS program, as requested.

**3.20.14** The Contractor shall prepare the Storm Water Pollution Prevention Plan, Title 327 IAC Permit applications and renewals IAW applicable regulations, Instructions, and Permits (includes any required sampling and analysis); conduct effluent and storm water runoff sampling investigations and source investigations which will include sampling, analysis, and report preparation. The Storm Water program relates primarily to Rule 6, Industrial Storm water management compliance only. Currently NSA Crane has 39 permitted industrial storm water management outfalls. The Contractor, during sampling events, may be required to work outside the core work hours and is expected to respond to collect grab samples during the first 30 minutes of discharge from a qualifying rain event at the storm water outfalls. The Contractor shall prepare sampling reports and the Annual Rule 6 Storm Water Report. If necessary, the Contractor shall provide Rule 5, Construction site storm water management support. The number of constructions sites varies dependant on the amount of construction during any given period.

**3.20.14.1** The Contractor shall collect all data/information that includes any required sampling, investigations, reports, and permits that are required for a complete application and are included in the package. The Contractor shall develop a timeline showing the process from application to completion of conditions required by the issued permit.

**3.20.14.2** The Contractor shall collect all data/information that includes any required sampling, application preparation necessary in order to obtain storm water discharge permits.

**3.20.14.3** The Contractor shall conduct photo documentation of the Storm Water Pollution Prevention Plan sampling sites. The photo documentation shall be done prior to and during the

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sampling procedures, as necessary, for purposes of establishing documentation of the sampling sites and sampling equipment. The contractor shall ensure that all Crane security requirements of NSWCCRANEINST 5510.1A are met when conducting photo documentation.

**3.20.14.4** The Contractor shall conduct site visits to determine Best Management Practices (BMPs) and coordinate with the Storm Water Program Manager and storm water discharge owner to develop BMPs and follow-up to verify correct implementation.

**3.20.15** The Contractor shall provide technical and non-personal environmental management support services for the support of the NPDES program including: performance of compliance audits and inspections, sampling and analyses, wastewater discharge management, preparation of permit applications and modifications, permit review, preparation of regulatory required reports, entry of data into Federal/State required electronic portal, maintenance of NPDES data, preparation of plans, procedures and Instructions (including NSA/NSWC /NAVFACCRANEINST 5090.9 series Industrial Wastewater Management), and other technical support IAW applicable specifications and regulations. The contractor shall also be required to prepare construction permits for new sewer lines and treatment facilities. The current NPDES permit provides requirements for 19 outfalls. There are 13 direct outfalls and 6 internal outfalls. The current permit requires weekly/monthly/semi-annual/annual sampling for a variety of parameters. These parameters include: E-Coli, cadmium, copper, lead, selenium, cyanide, explosives, Total Suspended Solids, pH, etc. Due to hold time constraints, the Contractor shall conduct E. Coli analysis on-site utilizing GFE. Additionally, the Glendora NPDES permit requires periodic sampling at the Lake Glendora Test Facility in Sullivan, IN. The current Glendora NPDES permit requires semi-annual sampling for flow, perchlorate, nitrates and pH. The Contractor shall maintain a NPDES Reports Database and Sample Tracking spreadsheet.

**3.20.15.1** The Contractor shall gather, prepare, and assimilate all required elements for Crane NPDES, Lake Glendora Test Facility, NPDES and Clean Water Act environmental permit applications, variance requests and notifications. The Contractor shall ensure that all forms, plans, and specifications, which are required for a complete application, are included in the package. The Contractor shall develop a timeline illustrating the process from application to completion of conditions required by the issued permit, as requested.

**3.20.15.2** The Contractor shall develop/prepare Industrial Wastewater Discharge Certificates, and conduct annual reviews of industrial pretreatment instructions and all other applicable instructions, notices, and SOPs. The Contractor shall update the documents as required.

**3.20.15.3** The Contractor shall develop Site Specific water quality criteria for NPDES Permits. The Contractor shall provide operator consultation services for the Waste Water Treatment Plant on an as needed basis. Operator consultation shall include forming and/or review of operating plans, implementation of operating plans, and/or onsite consultations with Government operators.

**3.20.15.4** The Contractor shall collect all data/information that includes any required sampling, investigations, reports, and renewal permit application preparation necessary in order to obtain Biosolids Land Application permit and for monthly IDEM reports. The Contractor shall be

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responsible for preparing all required reports. There are currently 8 sites used for application of biosolids. These sites are tested for pH, arsenic, cadmium, copper, lead, mercury, molybdenum, nickel, selenium, zinc, PCBs, pathogen reduction/vector attraction and nutrients, etc per permit requirements. The Contractor shall also provide monthly load reports for each site that outlines the areas/amount that shall be applied within that month to meet compliance with the permit and make updates to such sheets. The Contractor shall also be required to coordinate with NAVFAC PWD Crane in order to have lime applied to sludge application sites, when lime application becomes a requirement, per the permit.

**3.20.15.5** The Contractor shall monitor the Sedimentation Ponds serving the Demolition Range. This shall include daily inspections of the ponds. When wastewater discharge is necessary, the Contractor shall perform discharge of the water and adjust the water, as required, to comply with NPDES permit requirements. The Contractor, during heavy precipitation events, may be required to work outside the core work hours and is expected to respond to maintain pond levels and assure the sedimentation ponds are in compliance with the NPDES permit.

**3.20.16** The Contractor shall provide technical and non-personal environmental management support services for the support of the Solid Waste Management program including: performance of compliance audits and inspections of the Construction/Demolition Solid Fill (C/D) site, Post-Closure compliance inspections for the Sanitary Landfill, sampling and analyses of leachate and other media, as requested, site surveys, preparation of permit applications and modifications, permit review, preparation of regulatory required reports, maintenance of solid waste data, preparation of plans, procedures and Instructions (NSA/NSWC/NAVFACCRANEINST 5090.12 series Solid Waste Management Plan), and other technical support IAW applicable specifications and regulations.

**3.20.16.1** The Contractor, if required, shall collect all data/information necessary to prepare Leachate generation Reports, Annual Contour updates, and Storm Water and Groundwater reports.

**3.20.16.2** The Contractor, if required, shall complete quarterly methane monitoring, in accordance with NSA Crane's Methane Monitoring Plan and conduct compliance inspections required by permits. Methane monitoring shall be conducted with contractor owned methane monitoring detection equipment, if necessary. Equipment shall be approved for use by the government.

**3.20.16.3** The Contractor, if required, shall collect all data/information necessary from various personnel at NSA Crane for inclusion into the P2ADS Report that is due annually. Collection of this data will require coordination with various personnel throughout fiscal year. Contractor, if required, shall input all necessary data/information into the EPRWeb metrics area.

**3.20.17** The Contractor, if necessary, shall perform analytical/groundwater monitoring, IAW all applicable regulations and instructions, QA/QC review, prepares and updates groundwater assessment plans, perform sampling and analysis, and necessary repairs, as well as dye traces of

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wells. The Contractor shall perform, IAW all applicable instructions and regulations, data review and on-site inspections of contract laboratories performing sampling and analysis of Wastewater, potable water, special, and groundwater samples. The Contractor shall update, review, implement and/or prepare QA/QC Plans. The contractor shall procure QA/QC “standards” &/or sampling bottles, containers, etc., as required. The Contractor shall perform QA/QC data review, prepare and update groundwater assessment plans for the OB/OD sites (Ammunition Burning Grounds (ABG), Old Rifle Range (ORR), Demolition Range (DEMO)), and the Sanitary Landfill (SLF), and perform sampling and analysis of wells, streams and springs, and provide a Groundwater Report after each sampling event. The Contractor shall also review and provide updates to Corrective Measures Implementation Plans for Long-Term Monitoring Sites (Mustard Gas Burial Grounds (MGBG), Dye Burial Grounds (DBG) and Rockeye (RKI)), as needed. The Contractor shall review and provide updates, and coordinate with the RCRA/Hazardous Waste Program Manager and the IDEM to modify the RCRA/Hazardous Waste permit, as needed.

**3.20.17.1** Groundwater Sampling and Analysis. The required groundwater sampling and analyses shall be scheduled with the activity environmental representative and shall be accomplished IAW Section 4.2 of the Field Sampling Plan (FSP) (for ABG Main Treatment Area (MTA) will be made available as GFI within a Technical Instruction after the issuance of TO award, ABG Old Jeep Trail (OJT), ORR, DEMO, and SLF) and Section 3.0 of the Corrective Measures Implementation Plan (CMIP)/ Quality Assurance Project Plan (QAPP) for each site as follows:

**3.20.17.1.1** Sampling.

Location	To Be Sampled	Frequency
ABG - MTA/OJT	32 wells, 2 streams and 2 groundwater springs (as listed in FSP Table 4-3)	semiannually and biennially
ORR	10 point of compliance wells (as listed in FSP Table 4-6)	semiannually
DEMO	11 wells (as listed in FSP Table 4-8)	semiannually
DEMO	Appendix IX – (as listed in FSP Table 4-10)	annually
SLF	19 wells (as listed in FSP Table 4-1)	semiannually
MGBG	20 wells (as listed in CMIP/QAPP - MGBG Table 3.1)	biennially
DBG	8 wells monitored; 44 wells inspected (as listed in CMIP/QAPP - DBG Table 3.1)	biennially
RKI	15 wells and 7 surface water sites (as listed in CMIP/QAPP - RKI Table 3.1)	biennially

**3.20.17.1.2** Laboratory Analysis. The Contractor shall use Navy-approved laboratories to perform all analyses. The samples shall be analyzed for those parameters described in the FSP (for ABG, ORR, DEMO and SLF), CMIP/QAPPs, or current RCRA HW Management Part B Permit as follows:

Location	Parameters	Frequency
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ABG – MTA/OJT	Table 4-3 of FSP	semi-annually and biennially (except field parameters)
ORR	Table 4-6 of the FSP	semi-annually (except field parameters)
DEMO	Table 4-9	semiannually (except field parameters)
DEMO	Appendix IX Table 4-10	annually
SLF	Table 4-2	semiannually (including arsenic and excluding zinc)
MGBG	CMIP/QAPP – MGBG Table 3-4	biennially
DBG	CMIP/QAPP – DBG Table 3-3	biennially
RKI	CMIP/QAPP – RKI Table 3-3	biennially

All samples for Long-Term Monitoring sites shall be analyzed by a lab with a current Department of Defense (DoD) Environmental Laboratory Accreditation Program (ELAP) certification adhering to DoD Quality Systems Manual for Environmental Laboratories (QSM) Version 4 (or current) in addition to a current NELAP certification. All samples analyzed for OB/OD sites shall also be analyzed by a lab with a current NELAP certification.

**3.20.17.1.3** A groundwater report shall be prepared for each sampling event. Reports will be similar to previously prepared Groundwater Monitoring Reports, provided as GFI as specified per TI. The Contractor shall submit the final Landfill groundwater report within 45 days of completion of the applicable sampling event. The Contractor shall submit the electronic data for the remaining reports to IDEM within 60 days of receipt of laboratory data. The Contractor shall submit the remaining hardcopy groundwater reports within 45 days of receipt of laboratory data. The report will be reviewed by the government and comments, if any, provided to the Contractor. The Contractor shall incorporate these comments and prepare a final ground water report within seven days of receipt of comments. One complete report (with laboratory data, QA/QC data, field forms, etc.) shall be provided to EP, with one additional copy for each sampling event. Sampling event Reports (summary) (actual sample results shall only be included in the information repository copy at EP) shall be forwarded to the appropriate regulatory agencies. Copies of the reports will be required as follows or as required by the current permit: Semiannually: 2 hard copies, 2 e-data & QA/QC CDs and Annually: 2 hard copies, 2 pdf copies on CD. Additionally, Long-Term Monitoring data is also required to be uploaded to the Naval Installation Restoration Information Solution (NIRIS) Database within 6 months of project completion. One hard copy will be mailed to the NIRIS Program Manager.

**3.20.17.1.4** QA/QC requirements of this project will be provided as described in section 4.0 of the FSP (for ABG, ORR, DEMO, and SLF) and section 4.0 of the CMIP (for RKI, MGBG and DBG). Specific QA/QC requirements are specified in the QAPPs.

**3.20.17.1.5** Maintenance to the groundwater wells shall be provided as necessary to ensure the

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continued use of these wells. Dedicated sampling pumps are currently installed in the wells. It is anticipated that one pump shall require repairs or replacement each quarter.

**3.20.17.1.6** The Contractor shall review all GFI provided by the government and provide comments as they arise, and all assumptions made shall be clearly documented throughout the project. The Contractor shall maintain an awareness of current technologies and keep abreast of current requirements associated with groundwater monitoring.

**3.20.17.1.7** Some Groundwater Monitoring wells are located a considerable distance from roadways and at least once a year the Contractor will require/supply the use of an off road utility vehicle. If available, a government off road utility vehicle may be provided but appropriate training for the use of this equipment will be required.

**3.20.17.1.8** The contractor shall provide mowing and tree clearing necessary on access trails and around monitoring wells so as to ensure access to the monitoring wells during required sampling events. Trimming around monitoring wells may also be required. It is anticipated that mowing will be required once per year at each site and that up to 15 trees of one foot diameter will need to be removed per year. Larger trees can only be removed between 1 October and 1 April each year due to restrictions driven by the endangered Indiana Bat.

**3.20.18** The Contractor shall provide technical and environmental management support services for the Above Ground/Underground Storage Tank (AST/UST) program. The Contractor shall provide regulatory information, oversight and review of UST registrations where required, oversight and review of storage tank closure, prepare and update permits, closure plans, and perform cathodic protection, tank tightness testing and leak detection functionality testing. The Contractor shall provide oversight of storage tank related maintenance, upgrades, and inspections where required, including regulatory compliance audits and inspections. The contractor shall attend regular storage tank management meetings. The contractor shall perform all work IAW applicable State, Federal, and DoD instructions, regulations, and policy.

Current tank inventory contains the following amounts of 40 CFR 112 regulated petroleum storage capacity: 314,327 gallons AST; 38,549 gallons transformers, and 114,500 gallons UST. Crane has approximately 44,000 gallons of 40 CFR 280 regulated storage capacity to manage and 6,000 gallons of 40 CFR 264 regulated storage capacity to manage.. Capacities are distributed between 52 AST, 142 Transformers, and 22 UST including oil/water separators.

**3.20.18.1** The Contractor shall develop, maintain, and amend a Spill Prevention Control and Countermeasures (SPCC) Plan. The Contractor shall certify the plan and any technical amendments to the plan. Certifications will be made by a Contractor supplied licensed Professional Engineer. The contractor shall develop and update inspection forms; develop, update, and assist with updating storage tank training; develop or update site maps for all AST and UST locations including information on filling locations, secondary containment, drainage basins, as well as conducting other actions related to the implementation of the SPCC Plan, as requested.

**3.20.18.2** The Contractor shall develop a SOP for tank removals and other AST/UST required

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projects as requested.

**3.20.18.3** All storage tank compliance audits and inspections shall be conducted by IDEM certified/trained Class B Operators and shall be in accordance with the NSA Crane SPCC Plan.

**3.20.19** The Contractor shall provide technical and non-personal environmental management support services for the support of the Hazardous Waste (HW), herein to include Explosive Hazardous Waste (EHW), Management Program. The HW Management program includes: performance of compliance audits and inspections, sampling and analyses, HW waste stream (profile) management, preparation of permit applications and modifications, permit review, preparation of regulatory required reports, maintenance and input of HW data in the HW database and Operating Record, preparation of plans, procedures and Instructions (NAVSEA OP-5 Vol 1 Ammunition and Explosives Safety Ashore, NSA/NSWC/NAVFAC CRANE INST 5090.2 series Hazardous Waste Management Plan, NSWCCRANEINST 8000.1 series Standard Operating Procedures Program for the Processing Of Expendable Ordnance, NSACRANEINST 8020 series Explosive Safety Program at NSA Crane, and other technical support IAW applicable specifications, Permit requirements and regulations. NSA Crane and its tenants currently generate and ship 120 tons of HW off-site for disposal yearly. EHW is generally treated on-site, however around 2,600 tons of EHW is disposed of off-site yearly. The current HW permit covers both storage at the Central Storage Facility and treatment activities including the APE 1236, Mobile Plasma Treatment System (MPTS), Contained Detonation Chamber (CDC) and Open Burning and Open Detonation (OB/OD) Operations.

**3.20.19.1** The Contractor shall conduct quarterly, independent audits of all accumulation, treatment, storage and disposal sites. The Contractor shall use current HW regulation inspection criteria, including USEPA, IDEM, OPNAVINST 5090.1D (or current version), NSA/NSWC /NAVFACCRANEINST 5090.23 series Management of Used Oil, and other local instructions, in conducting their audits. Currently there are 40 Satellite Accumulation Points and 13 “Less than 90 day storage” HW sites which encompass approximately 131 waste profiles. In addition there are 14 Satellite Accumulation Points, 6 “Less than 90 day storage” EHW sites, and 7 active Conditionally Exempt Magazines which encompass roughly 103 waste profiles.

**3.20.19.2** Copies of the quarterly HW inspection reports shall be provided to EP within 72 hours after the inspection for distribution to inspected groups. Significant findings will be out-briefed to the EP Manager and/or Program Manager the day of the inspection.

**3.20.19.3** The Contractor shall provide, if necessary, handling of HM and/or HW, including an activity report, IAW all Federal, State, Local, DoD, and Navy regulations, Instructions, and Permits.

**3.20.19.4** The Contractor shall maintain a Repository for equipment containing ozone depleting substances (ODSs), PCBs, and other Hazardous Materials, including the sorting, classifying and packaging of items as required for final disposal action. The Contractor shall provide management of PCB containing waste, such as ballasts, and universal wastes (including batteries, mercury-containing equipment, mercury-containing lamps, etc.). The Contractor shall provide

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oversight and management of the used oil accumulation site. Management of batteries shall include maintaining a Center-wide program for picking up, processing, and packaging of small batteries. The contractor shall coordinate with NSA Crane tenants and follow NSACRANEINST 5090.10 series Ozone Depleting Substances. In addition, the Contractor shall provide support and certified technician for reclamation and processing of ODSs and oils from facility equipment and provide certified Ozone Depletion Substance (ODS)/other reclamation equipment. The contractor shall develop, administer, and/or manage an aerosol can puncturing operation as well as a fluorescent bulb crushing operation as requested.

**3.20.19.5** The Contractor shall conduct a Human Health and Ecological Risk Assessment for Hazardous Waste Management activities at the permitted treatment units (APE 1236, CDC, MPTS, OB/OD).

**3.20.19.5.1** The Contractor shall develop a Work Plan to be used to assess potential human health and ecological risks associated with emission products from the treatment units at NSWC Crane. The Work Plan shall define the ambient concentrations and dispersion rates through air modeling, and define the risks to human health and the environment based the substances of potential concern from each unit and the expected target.

**3.20.19.5.2** The Contractor shall coordinate phone conferences with regulators during review of the Work Plan and Risk Assessment review.

**3.20.19.5.3** The Contractor shall conduct the Risk Assessment IAW the Regulatory-approved Work Plan.

**3.20.19.6** The Contractor shall maintain and populate the OB/OD database. The Contractor will obtain data on types, quantities, and dates of treatment for all materials treated in the permitted treatment units (APE 1236, CDC, MPTS, OB/OD) from the Government operators/supervisors of those units. The Contractor shall provide the updated database, at least monthly, to the EHW Program Manager.

**3.20.19.7** The Contractor shall be the central point of collection of Hazardous Waste/Used Oil Call-ins from HW/Used Oil generators and utilize the HW Management Database to input the information and assign waste transfer numbers. Knowledge of hazardous waste regulations and requirements is required. An estimated 60 calls are received per month. The Contractor shall also communicate with the callers to determine if any other waste services are needed, such as container and labeling needs, and forward the requests to the appropriate Program Manager. The Contractor shall also utilize the HW Database to produce requested bi-weekly call-in and pick-up reports and monthly container reports.

**3.20.20** The Contractor shall be required to assist in the evaluation of the Crane Hazardous Materials (HM) Program for compliance purposes. The Contractor shall follow all Federal, State, and Navy regulations, including NSA CRANEINST 5100.7, and NSWCCRANEINST 5100.7. The Contractor shall assess current implementation status of the HM program, recommend appropriate implementation actions, conduct inventories/inspections, provide photo documentation, set up databases as needed, conduct feasibility studies, make recommendations



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for storing of hazardous materials, assess future software updates, evaluate Safety Data Sheet (SDS) requirements, perform program effectiveness evaluations as requested, assist in complete implementation of the HM program, provide SDS input to the database and input into the HM management software program. NSA Crane and its tenants currently have 5000 plus items in the HM inventory. Maintenance of the tracking system includes at minimum: implementing SDS ADOBE software by scanning hardcopies of SDSs into digital format, facilitating searchable linkages of scanned SDSs within required fields, facilitating full function software in order to meet regulatory compliance, providing technical and clerical support to prepare Superfund Amendments and Reauthorization Act (SARA) overlays, data management of HM inventories/usage, coordinating with HM Coordinators, vendors and other personnel, and maintaining an Authorized Use List. The Contractor shall develop training and/or update existing training, as needed, to assist in implementing HM Program requirements and assist in maintaining compliance. The Contractor shall also prepare/update applicable Notices, SOPs and Instructions as requested. In addition, the Contractor shall provide support to gather required data, package data and transfer data from the current HM tracking system to a new tracking system, as required.

**3.20.20.1** The Contractor shall gather all required data and assist in preparation of the Emergency Planning Community Right to Know Act (EPCRA) reports including the 301-303 (Emergency Planning), 304 (Emergency Notification), 311/312 (Tier II Report) and 313 (Form R Toxic Release Inventory), which shall include performing calculations based on Hazardous materials usage, conducting physical inventories and preparation of the Reports IAW all applicable regulations. These are fence-line to fence-line reports which include NSA Crane and all tenant activities. The Contractor shall prepare the narratives for the Tier II and Form R reports. The narrative for both the Tier II and Form R reports should document thresholds and calculations, determining what and why previously reported chemicals were not reported, chemicals that were “close” to reporting, etc. In the narrative for the Form R report, the Contractor shall provide justification/reasoning for release changed greater than 25%, newly reported chemicals, and/or non-reporting of chemicals reported the previous year. The Contractor shall attend training, as needed, to maintain knowledge of regulatory requirements. In addition, the Contractor shall respond to data calls as received.

**3.20.20.2** Network/Hardware Assessment. The Contractor shall be required to evaluate existing equipment and software and compare them against any new required hardware/software for implementation. The Contractor shall prepare a summary report of the findings. The Contractor shall assist the Government personnel in configuring NSA Crane’s computer network to support any new, required hardware/software.

**3.20.21** The Contractor shall provide technical and management non-personal support services for the preparation or review of all aspects of Crane’s National Environmental Policy Act Program (NEPA) Program which may include the following; Categorical Exclusions (CATEXs), Environmental Assessments (EA), Environmental Impact Statements (EIS), management plans, annual reports, training and data calls.

**3.20.21.1** NEPA documents shall require preparation of specific surveys, studies, environmental

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sampling, etc. Studies and sampling will be determined on a case by case basis and may include but are not limited to the following; surveys of threatened or endangered species; analytical sampling; hypothetical noise, pollution, environmental impact, traffic or population models; wetland delineations; etc. The contractor shall conduct new field and data gathering activities when existing data is not sufficient. This may include sampling and analysis studies; wetland delineation; archaeological field surveys and/or reconnaissance; and historic archaeological or cultural resources surveys, studies or reports, etc. Persons performing archaeological surveys must meet all applicable regulatory standards, and must be listed with the Indiana Department of Natural Resources, Division of Historic Preservation and Archaeology. Professional Engineer (PE) services may be required in some instances, and shall be performed by a licensed PE.

**3.20.21.2** All NEPA documents shall be prepared according to applicable Federal, State, Navy regulations, and NSACRANEINST 5090.4 series National Environmental Policy Act, and shall follow the format required by current Navy Instructions and directives. All NEPA documents shall be prepared to the level that they provide legal sufficiency under NEPA regulations, and will be subject to legal review by Navy personnel capable of making a legal sufficiency determination. A typical NEPA document will include at minimum the following sections of analysis and discussion; Purpose and Need Statement; Proposed Action and Alternatives; Finding of No Significant Impact (FONSI) statement; Geographical Setting/ Climate/ and Location; Geology (soils and topography); Air Quality; Visual Quality/Aesthetics; Water Resources; Noise; Biological Resources (including Threatened and Endangered Species); Hazardous and Toxic Substances; Hazardous Waste; Public Service and Utilities; Wetlands; Historical and Cultural Resources; and Environmental Justice. The Contractor shall evaluate the effects of the proposed action and alternative actions on each of these categories of resources and fully discuss the anticipated effects in the NEPA document as required. In some instances, a mitigation section will be required. The Contractor shall be required to perform site visits of proposed project areas prior to performing studies and developing NEPA documents. The contractor shall coordinate with other NSA Crane tenants and stakeholders as required. The Contractor shall prepare an estimated 1 EA per year and 150 CATEXs per year.

**3.20.21.3** The Contractor shall be required to plan and implement public meetings associated with the NEPA process. NEPA documents, both draft and final may need to be distributed for public review. Upon Government approval, the Contractor shall coordinate with local newspapers and other required media and local libraries to distribute documents in accordance with NSWCCRANEINST 5720.1., as required.

**3.20.21.4** The Contractor shall attend meetings at NSWC/NSA Crane to review initial tasking concepts and goals, discuss progress/status of the tasking, participate in public notification process as requested, and to discuss the final report with affected government personnel. The Contractor shall provide preparation of meeting agendas and minutes when required.

**3.20.21.5** The Contractor shall upload NEPA documents to be made available on the Crane intranet website, as requested. Hard copies of Draft and Final NEPA documents shall be made available at public buildings and meeting places in the project vicinity as required. The Contractor shall produce reproducible originals of all documents, and copies for internal distribution as

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required. Electronic copies of the deliverables shall be provided when required. A pdf file version will be distributed via compact disks if suitable for the recipients. The Contractor shall not distribute or post copies of the deliverables, either in draft or final version, to the internet, intranet, or 3rd parties without prior consent of the Government.

**3.20.22** The Contractor shall provide technical and management non-personal support services for the preparation or review of all aspects of Crane’s Cultural Resources Program, as requested, and may include the following; management plans, annual reports, and data calls; Crane’s Archaeological Resources Survey Plan; field archaeological surveys or reconnaissance; mapping; Geographic Information System (GIS) mapping; cultural resources studies and reports; evaluation of buildings, structures, or property for significance under the National Historic Preservation Act; Architectural studies and reports; Recordation of historic property to meet the standards of the National Park Service and/or the State Historic Preservation Officer; records research; photography; Native American Consultations; grave locations/relocations; laboratory treatment, storage, and/or curation of artifacts and records; cleaning, restoration, or stabilization of buildings, structures, statues, or monuments; Conditions Assessments and Case Alternative Reports; and digital copying and archiving of historic pictures, maps, drawings, newspapers or books in a searchable Adobe.pdf or equivalent format.

**3.20.22.1** All Cultural Resources studies, plans, photos, surveys, field work, consultations, and reports shall be prepared according to applicable Federal, State, and Navy regulations, and shall follow the format required in current Navy Instructions and directives.

**3.20.23** The Contractor shall collect and analyze samples, gather data and provide complete preparation of regulatory and program management-required documents for the NAVFAC PWD Crane Water Treatment Plant (PWSID IN5251003) and additional water distribution systems (i.e. potable water wells) operated by NAVFAC PWD Crane, as required by Crane’s existing permits and current State, Federal and Navy regulations.

Operationally the Crane Water Treatment Plant is classified as an Indiana WT-4 plant and the distribution system is classified as DSL. The water treatment plant serves a population of approximately 4,200 persons. Currently potable water wells at the installation are unregulated based on population served/number of connections; however the Contractor shall collect quarterly sampling (i.e. nitrates, lead/copper, etc.) for at least three of the bases nine wells. Per Indiana Department of Environmental Management (IDEM) sampling/monitoring regulations, Crane currently must comply with the Standard Monitoring Framework 1 (SMF1). The Contractor shall collect all samples associated with the applicable SMF. Additional special lead sampling in priority areas and a triennial asbestos sample in the distribution system is also required by Navy regulation. Additionally, Contractor shall collect one ammonia, nitrite, and nitrate sample at each of the five required monthly total coliform sample sites. Contractor shall also have a Government approved laboratory process for all government-collected boil order samples (due to distribution system maintenance) and other special sampling that may arise in support of the Safe Drinking Water Act, Federal, State and Navy regulation. In addition, the Contractor shall provide support in the preparation of plans, procedures, Instructions, training and other technical support IAW applicable specifications and regulations. Contractor shall help

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set up and maintain efficient file systems and electronic database spreadsheets to track reports and discrete sampling results for graphing/plotting/analysis, coordinating set up with government program manager.

**3.20.23.1** The Contractor shall provide operator consultation services for the Water Treatment Plant. Operator consultation shall include forming and/or review of operating plans, implementation of operating plans, and/or onsite consultations with Government operators.

**3.20.24** In support of the Noise Prevention Program, the Contractor shall prepare, review, and/or update an Installation Compatible Use Zone (ICUZ) Plan IAW all applicable Instructions, Permits, and regulations. The Contractor shall collect any data and prepare any noise maps, etc., which are needed to develop the ICUZ Plan or associated Noise documentation.

**3.20.25** The Contractor shall provide technical and management non-personal support services for the preparation or review of all aspects of Crane's Asbestos, Lead and PCB Management Programs which shall include the following: prepare, review and/or update NSACRANEINST 5100.23 series Asbestos Program Instruction, all SOPs, reports, abatement plans, operation & maintenance plans, Triennial Asbestos Building Surveys for NSA Crane and Tenants, and revise awareness training. Personnel conducting asbestos inspections shall minimally be licensed as such in the state of Indiana (including annual refreshers) and must be respirator fit. Personnel conducting PCB sampling shall minimally be 40-hr HAZWOPER certified with updated refreshers and must be respirator fit. Personnel conducting lead sampling shall minimally be accredited by completion of a state lead inspector course, with annual refreshers and must be respirator fit.

**3.20.25.1** The Contractor shall conduct the Triennial Asbestos Building inspections, which are conducted every three years and involves an estimated 285 buildings.

Triennial inspections shall provide a complete inventory, identification, quantification, friability, and conditions of all asbestos in each building by room (destructive sampling, confined spaces, above drop ceilings, and roof). Contractor shall collect/have samples analyzed. Contractor shall consult historical files to eliminate any identifiable re-sampling. Each room shall be inventoried for what material is present on the walls, ceilings, floors, above ceilings, pipes, etc. even if material is not considered asbestos or a suspect asbestos material. This inventory shall be provided in an electronic spreadsheet/database format compatible for GIS use, and will identify the total amount of asbestos and asbestos sub-totals by type of asbestos as identified by the Asbestos Program. The contractor shall update the electronic spreadsheet inventory after each sampling event. The Contractor shall also create a map showing the location of asbestos homogeneous areas for posting at entrances to each building. The Contractor shall also upload location maps and requested spreadsheets to SharePoint.

Should Triennial Inspection funding not become available to fund all triennial inspection aspects cited in the above paragraph, minimally triennial inspections shall include complete inventory/identification and quantification of all suspect/presumed/assumed asbestos in each building by room (minimally in confined spaces and above drop ceilings). Inventory shall also include whether or not the material is hand friable and its current condition. Contractor shall

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provide a suspect/presumed/assumed asbestos findings report with the above information and indicating room numbers where material is present along with a map denoting room numbers. Contractor shall make a sign stating the assumed/suspect/presumed asbestos materials in each building for posting at the each building's entrance.

**3.20.25.2** The Contractor will be responsible for collecting and preparing reports for lead, asbestos, and PCB samples taken from and coordinating inspections of buildings or materials slated for demolition or renovation. The contractor will provide EP and the NAVFAC PWD Asbestos Program Manager (APM) a copy of the report summarizing inspections and sampling information and analytical results. The contractor shall utilize the asbestos and lead report forms in document controls and provide unsolicited revisions of such for review by the Asbestos Program for report form improvements and value to the customer and to provide improved reporting for overall asbestos and lead tracking purposes. The contractor shall understand their work is an integral part of the asbestos, lead, and PCB programs and expected to keep overall program goals in mind when performing sampling/reporting. The Contractor shall be competent and thorough and perform sampling and inventorying with accuracy and attention to detail, keeping in mind overall program management goals of accurate recordkeeping and reporting that outlasts the demolition, renovation or triennial sampling event at hand. The contractor shall accurately denote the type of inspection on the document controls (i.e. complete building, complete object, etc.). All asbestos, lead, PCB reports shall include a map, quantities, and spatial identification of homogeneous areas. The contractor shall develop a document controlled PCB sampling form for review and approval by the government. All reports shall include a map of the area surveyed identifying sampling locations and denoting locations of homogeneous areas, GPS coordinates of sampling locations and homogeneous areas, 360 degree picture of each room surveyed or if an object then photos of the object. The contractor shall keep electronic files of all this information including a spreadsheet of GPS and photo data.

**3.20.25.3** The Contractor will be responsible for collecting oil samples from electronics equipment, hydraulic systems, transformers, and other miscellaneous building materials to determine if they are contaminated with PCBs. The Contractor shall provide EP NAVFAC PWD PCB Program Manager a copy of the analytical results. Contractor shall also collect PCB wipe and concrete/wood block core samples. Contractor shall create a sampling plan for review by the NAVFAC PWD PCB Program Manager prior to execution.

**3.20.26** The Contractor shall provide Pollution Prevention (P2) Program support in accordance with NSACRANEINST 5090.24 series Pollution Prevention and support of the Environmental Management System. The Contractor shall conduct process reviews to identify any potential P2 initiatives and must provide the report to the P2 Program Manager. The Contractor shall coordinate process reviews and P2 initiatives with Government personnel, EP Program Managers and other Contractors as necessary. In addition, the Contractor shall submit the annual IDEM Partners for Pollution Prevention recertification and attend the IDEM P2 Partners meetings/events, as required. The Contractor shall hold monthly P2 Program Status meetings with the P2 Program Manager and EP Manager and provide meeting minutes.

**3.20.27** The Contractor will provide technical support to implement the Range Sustainability

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Environmental Program Assessment (RSEPA)/Water RSEPA (WRSEPA) Program at NSA Crane and the Lake Glendora Test Facility. The Contractor shall attend meetings, conduct site surveys, interviews and record searches, and coordinate public notices, as required. In addition, the Contractor shall conduct all required studies and gather data to complete and update the Range Conditions Assessment (RCA).

**3.20.28** The Contractor shall be responsible for reviewing, collecting data, and preparing any documentation necessary to update NSACRANEINST 5090.5 series Oil and Hazardous Substances Spill Contingency Plan.

**3.20.29** The Contractor will be responsible for the Installation Restoration Program Administrative Record. The Administrative Record is a record of all correspondence between the Crane Navy location and Federal and state regulators that is required to be available for public viewing. The Contractor shall maintain and update the database, ensure documents are scanned and update/file hardcopy records. Currently, there are around 1,000 records in the existing Administrative Record. The Contractor will also be responsible for providing information to maintain and update the Restoration Advisory Board (RAB) website, maintain RAB email, update RAB Charter, and any other duties associated with the RAB.

**3.20.30** The Contractor shall provide technical management non-personal support service to the Command Airspace Liaison Officer (CALO) Management Assistant to support CALO responsibilities at NSA Crane. The CALO, as defined by OPNAVINST 3770.2K, "The CALO is the command's resident authority on airspace matters." CALOs conduct liaison with local Federal Aviation Administration (FAA) facilities on local routine airspace matters. The CALO maintains direct liaison with the appropriate Regional Airspace Coordinator (RAC), Department of the Navy Representative (NAVREP), and with other organizations within the command to ensure coordination-of DON airspace policy within their airspace. The support shall include:

- a. Provide direct liaison to the appropriate Regional Airspace Commander (RAC) and Navy Representative (NAVREP) on airspace initiatives envisioned or initiated by the command they represent.
- b. Collect and report annual airspace usage data of all Special Use Airspace (SUA) controlled or scheduled by the commands.
- c. Review FAA-generated aeronautical studies, obstacle evaluations, or proposed landings zone to determine the impact on the command's facilities, navigational aids and landing systems, instrument procedures, airspace, or mission capabilities.
- d. Initiate SUA proposals/modifications.
- e. Coordinate the command's airspace issues with other organizations within the command (i.e. public affairs, legal, environmental, etc.)
- f. Coordinate, prepare, and assist tenants with submitting Notice to Airmen (NOTAM), and
- g. Conduct public meetings where required.

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**3.20.30.1** The Contractor shall provide technical management non-personal support service to EP to implement CALO responsibilities at NSA Crane which include:

- a. Coordinating airspace usage at NSA Crane and Lake Glendora Test Facility. Existing SUA at NSA Crane include: Restricted Areas R-3404 and R-3405, and Blue Sky Controlled Firing Area
- b. Creating/modifying new or existing airspace as it becomes necessary (i.e. Lake Glendora Test Facility, R-3404, etc...)
- c. Responding to requests for Helicopter flights and landings
- d. Responding/distributing Open Skies Treaty over flight notifications
- e. Coordinating activities with the NAVREP and RAC,
- f. Preparing and submitting annual SUA reports to the NAVREP,
- g. Preparing, updating, and submitting an Annual Airspace Plan to the RAC,
- h. Attending SUA meetings at Crane, e.g. quarterly Unmanned Aerial Vehicle meetings
- i. Maintain and route NSA Crane Instruction
- j. Prepare and submit Annual Controlled Firing Area (CFA) submittal to NAVREP and RAC, and
- k. Coordinate, review, and submit letters of procedure for operation of SUA to FAA.

**3.20.31** The Contractor shall provide support services and fund tracking for Natural Resources.

**3.20.31.1** The Contractor shall provide clerical and computer support services in support of the Natural Resources annual Deer Hunt. Utilizing GFI as specified per TI, the Contractor shall input data and update databases to track and maintain data such as deer hunt areas, permit holders, number of deer, and related information. The Contractor shall use a Government furnished computer to enter all required data and provide ad hoc reports throughout the period of performance and assist Government personnel in managing the event. The Contractor shall provide both hardcopy and electronic copy of the reports, including any source documentation used to generate the data. In addition, the Contractor will be responsible for issuing deer tags. The Contractor shall be requested to staff various functions at the firearm deer hunts, which typically occur on weekends. These functions shall include checking hunters in and out, directing hunter parking, presenting hunter safety briefings and providing required information, and checking in deer.

**3.20.31.2** The Contractor shall assist the Fund Custodians in tracking hunting and/or fishing fees received from employees and public hunters in the form of cashier's checks or money orders. The Contractor shall open envelopes received from hunters, record checks received in electronic spreadsheets and transmittal forms, and insure that all checks are turned over to one of two Fund Custodians daily. The Contractor shall prepare weekly deposit vouchers using form DD-1131

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under the oversight of a Fund Custodian during the entire period that such funds are received.

### **3.21 Functional and Administrative Support**

**3.21.1 Environmental Protection Document Custodian and Data Management Support.** The Document Custodian and Data Management Support positions require knowledge of the Environmental Management System (EMS) and environmental programs. Specific intimate knowledge of the EMS Record Control and Document Control elements is crucial in maintaining compliance with ISO 14001. The functional nature of these positions relates to all 25 environmental programs.

**3.21.1.1** Working from an “In/Out” basket, the Contractor shall provide data management services in various areas of human resources, data preparation, data reproduction, data distribution, data reception and filing in support of EP. The Contractor must coordinate with Program Managers to determine correct filing and maintenance of the Environmental Records Libraries, maintain a Record Control SOP, implement and maintain Record Retention practices as outlined in the EMS and answer phones to determine appropriate Program Manager receipt, therefore, critical thinking, multi-tasking skills and strong communication skills are key.

**3.21.1.2** The Contractor shall prepare various human resources documentation; i.e., requests for training, travel requests, travel claims for reimbursement, and voucher requests. The Contractor shall take note of the required due dates and ensure compliance. The contractor shall utilize Government systems such as iNAVSEA SharePoint, NSWC SharePoint, Crane Action Management System, Commander Naval Installation Command (CNIC) SharePoint, and MS Office Suite.

**3.21.1.3** Utilizing a centrally located government furnished telecopier, the Contractor shall transmit/receive facsimiles from a centralized Work File. The contractor shall: verify outgoing cover sheet information; transmit the document per cover sheet instruction; receive incoming documents; record cover sheet information for both outgoing/incoming documents in a telecopier log. The Contractor shall attach the telecopier transmittal record to the outgoing/incoming document and return the document to the Work File.

**3.21.1.4** Utilizing centrally located government furnished xerographic equipment, the Contractor shall reproduce technical documents from a centralized Work File by verifying the request sheet, recording information on a xerographic log, make reproductions specified on the request sheet instructions, and return the completed documents to the Work File.

**3.21.1.5** The Contractor shall provide department support consisting of: (a) coordinating schedules for meetings; (b) ensuring adequate facilities; (c) preparing briefing materials; (d) developing, recording and distributing agendas/minutes of approximately thirty meetings per month. The Contractor shall maintain a central file of presentation materials. The Contractor shall participate in department staff meetings when required. The Contractor shall request Visitor Badges as required for meeting invitees, support staff and other visitors conducting business on the base for EP.



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**3.21.1.6** The Contractor shall be the central point of collection of Trouble Calls. The Contractor shall report the problem to the Naval Facilities Engineering Command (NAVFAC) Trouble Call Desk and record the trouble call in a logbook. The Contractor shall also be the point of contact for the Building 3260 copy machine, reporting trouble calls to the copy machine vendor and recording the trouble calls in a logbook.

**3.21.1.7** The Contractor shall prepare distribution lists and mailing labels for bulk mailings, for the purpose of picking up and delivering technical documentation/mailings within the confines of NSA Crane.

**3.21.1.8** The Contractor shall be required to operate a central paging system within Building 3260 by receipt of phone and/or verbal requests for paging of personnel. The Contractor may be required to take information notes for the page and file in a centrally located area of the EP administrative office for retrieval.

**3.21.1.9** The Contractor shall retrieve and sort incoming mail for the Department utilizing mailboxes located within Building 3260.

**3.21.3** As determined by the Contracting Officer (KO), the Contractor's representative(s) shall be required to meet with the KO and the Contracting Officer's Representative (COR) on a periodic basis. The Government's written minutes of these meetings shall be signed by the Contractor's representative, KO and COR. The Contractor shall state any areas of nonconcurrency in writing to the KO within ten working days after receipt of the signed minutes. Informal meetings between the COR and the Contractor's representative such as the Program Manager will not require formal minutes unless a discussion ensues of importance.

**3.22** Public Affairs and Multimedia Support- N/A.

#### **4.0 GOVERNMENT FURNISHED ITEMS**

**4.1 Government Furnished Information (GFI).** The Government will provide all applicable technical documentation and information to the contractor as GFI - as identified on NAVSEA Form 4340/2, Attachment 15 in Section J. This includes technical manuals, training materials and information, drawings, specifications, procedures, processes, and quality system documents required for the performance of engineering, logistics, and technical support. Additional GFI will be provided at the discretion of the Government.

**4.2 Government Furnished Material (GFM).** GFM will be provided when the contractor has a requirement for special or specific Government material in the performance of specific tasking. GFM will be identified as required utilizing Scheduled Government Furnished Property (SGFP) Form, Attachment 14 in Section J.

**4.3 Government Furnished Equipment (GFE).** Government Furnished Equipment (GFE) will be provided when the Contractor has a requirement for special or specific Government equipment in the performance of specific tasking. GFE will be identified as required utilizing Scheduled Government Furnished Property (SGFP) Form, Attachment 14 in Section J.

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**4.4 Government Furnished Facilities (GFF).** The Government will only provide Contractor personnel NMCI owned/Government owned equipment (personal computer/printer with appropriate software (i.e., Microsoft Office) and a work area (desk and use of telephone with long distance/voice mail capability) for those positions identified as being located at a Government location upon contract award and/or when directed by TI. This equipment/facilities shall only be utilized for official Government business.

**4.5 Government Owned Vehicles.** The Government may provide contractor access and authorization to operate Government owned vehicles for the purpose of transporting materials and documents to and from buildings within the NSWC Crane confines, if authorized under the applicable TI. Government provided vehicles shall be used solely for the purposes as described in this SOW. All drivers must present proof of valid operator driver's license prior to operating a government vehicle. The contractor shall operate motor vehicles IAW NSWCCRANEINST 11240.1 or most recent instruction. All contractor personnel operating Government vehicles, to include materials handling equipment, shall be licensed in IAW provisions set forth IAW NSWCCRANEINST 11240.1 or most recent instruction, except when a valid state driver's license shall be accepted as proper authority for operation of commercial/administrative (non-tactical) vehicles up to and including 10,000 pounds gross vehicle weight upon completion of training courses as called out in NSWCCRANEINST 11240.1 or most current instruction. The contractor shall ensure contractor personnel have in their possession a valid US Government Motor Vehicle Operator's Identification Card (SF 46) or valid state driver's license, as applicable, when operating vehicles and equipment. Employees possessing a valid Government license need not be re-licensed. The contractor shall report any accidents involving motor vehicles or any other equipment IAW NSWCCRANEINST 11240.1 or most recent instruction.

**5.0 Data Deliverables.** All data deliverables under this TO shall be in compliance with the format and guidance specified in the DoD 5000.2 series, as applicable, or a specified in the task description. All data deliverables shall be provided electronically to the RTA and Contracting Officer Representative (COR). Data Deliverables will be called out within the accompanying CDRLs.

CDRL: A001

DID Title Life Cycle Environmental Report (Environmental Management Support)

Data deliverables shall be in the form of a written report/summary/findings submitted to the Government Technical Point of Contact (TPOC) of record, and required due dates, as identified in the TI.

CDRL: A002

DID Title Technical Report – Study/Services (Environmental Regulatory Audits)

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Collect, analyze, prepare, report, and distribute data in the quantities, dates, and types designated in the TI.

CDRL: A003

DID Title Technical Report – Study/Services (Environmental Support Services)

Collect, analyze, prepare, report, and distribute data in the quantities, dates, and types designated in the TI.

CDRL: A004

DID Title Contractor’s Progress, Status & Management Report (Environmental)

For each active TI, the Contractor shall prepare and submit a summary progress and status report on a monthly basis summarizing events, problems, progress, and status of TI performance.

CDRL: A005

DID Title Technical Report – Study/Services (Trip Report)

As required, the Contractor shall prepare and submit a trip report IAW the technical guidance provided in A005.

CDRL: A006

DID Title Technical Report – Study/Services (Training)

Collect, analyze, prepare, report, and distribute data in the quantities, dates, and types designated in the TI.

CDRL: A007

DID Title Funds Man-Hours Expenditure Report (Red-Yellow-Green Report)

The Contractor shall prepare and submit the required report IAW the technical guidance provided in A007.

## **6.0 Special Conditions**

**6.1 Quality Control.** The contractor shall maintain an effective quality control program to

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ensure services are performed IAW this SOW. The contractor shall have procedures to identify, prevent, and ensure non-recurrence of defective services. The contractor's quality control program is the means by which the contractor assures that the support provided complies with the requirement of the task order.

**6.2 Quality Assurance.** The government shall evaluate the contractor's performance under this task order IAW the Quality Assurance Surveillance Plan (QASP). The QASP is provided as an attachment in Section J. This plan is primarily focused on what the Government must do to ensure that the contractor has performed IAW the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable quality levels.

### **6.3 Security Classification**

The work to be performed under this TO as delineated in the attached DD Form 254, involves access to, handling of and generation of classified material up to and including the Secret level. The Contractor shall appoint a Security Officer who shall (1) be responsible for all security aspects of the work performed under this TO, (2) assure compliance with all DOD and Service regulations regarding security and (3) assure compliance with any written instructions from the Security Officers of each Government facility. In the event that any individual tasking requires a higher level of clearance, a separate DD Form 254 will be prepared and issued. The Contractor shall be required to have access to live data during the performance of this TO. Any records and data or information the Contractor may have access to highly sensitive and confidential. The Contractor must not divulge any information about files, data processing activities or functions, user ids or passwords or any other knowledge that may be gained to anyone not authorized to have access to such information. It is the Contractor's responsibility to ensure that all required employees have proper authority. All classified material shall be processed and protected IAW the provisions of this SOW and all required instructions and directives in effect concerning the processing of classified material. U.S. Citizenship is required for all positions.

### **6.4 Travel**

**6.4.1** The contractor shall be required to perform periodic travel in accomplishment of TI's. The contractor shall coordinate with and receive Government authorization from the office they support for all travel. Long distance travel may be required by the contractor. The contractor may travel as an individual or with the Technical Point of Contact (TPOC) to various vendor/contractor/educational or government facilities to provide guidance and expertise. Travel requirements shall be reviewed and approved by the COR via a Technical Instruction (TI).

The contractor shall be responsible for obtaining all passenger transportation, lodging and subsistence required in the performance of TI's. Allowable travel costs are described in the FAR 31.205-46. Travel costs not specifically covered at FAR 31.205-46 may be addressed on an as-needed basis. All travel, whether within the Continental United States or outside the Continental United States, shall be accomplished by commercial carrier, privately owned automobile or auto rental and the costs paid by the Contractor. Reimbursement will be calculated as set forth in the Joint Federal Travel Regulations (JFTR) in effect at the time of travel.

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Travel will be reimbursed on a cost reimbursable basis; no profit or fee will be paid.

**6.4.2 Travel Authorization.** Any travel undertaken by the Contractor for performance of TO Mod, TI, and/or TA must have **prior** authorization by the COR and KO (as stated in each TO Mod or TI and/or TA).

**6.4.3 Need-to-Know Certification.** When required to obtain access to a Government facility, ship, aircraft, or other duty station, the Contractor shall initiate requests for need-to-know certification and submit these request to/through the COR for appropriate action.

### **6.5 Contracting Officer's Representative (COR)**

The COR is the point of contact for non-substantive communications of a technical nature. Only the Contracting Officer has the authority to change the requirements of this order(s). The COR for this task order is:

### **6.6 Requiring Technical Activity (RTA)**

The RTA contacts are Functional Managers, Task Managers and Project Managers which will be identified in individual TIs.

### **6.7 Funding**

This task order will be funded incrementally as required. Each project will be identified by a separate TI and/or CLIN/SLIN.

### **6.8 Safety and Health**

The requirements of this order may require contractor personnel to come in contact or be exposed to hazardous conditions. The contractor shall abide by all applicable federal, local, and state occupational safety and health requirements. The contractor must have on record a corporate safety plan and shall provide a copy to the COR when instructed. The contractor shall ensure all employees have appropriate Personal Protection Equipment (PPE). The contractor shall ensure employees have all required training and certifications related to Occupational Safety and Health Administration (OSHA) requirements.

### **6.9 Hazardous Materials**

The contractor will provide personnel responsible for the handling of the hazardous materials and the respective Safety Data Sheet (SDS). This responsibility includes proper training in the handling and disposal of the hazardous materials.

### **6.10 Control of Contractor Personnel**

The Contractor shall comply with the requirements of NSWCCRANEINST 5510.1A. All persons engaged in work while on Government property shall be subject to search of their persons (no bodily search) and vehicles at any time by the Government, and shall report any known or suspected security violations to the Crane Division Security Department. Assignment, transfer, and reassignment of Contractor personnel shall be at the discretion of the Contractor.

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However, the Contractor shall remove from contract performance any person who endangers life, property, or national security through improper conduct. All Contractor personnel engaged in work while on Government property shall be subject to the Standards of Conduct contained in SECNAVINST 5370.2J. Prior to conducting work under this contract, the contractor shall provide a list of employees that will be working on site. The employee list shall contain full names, security clearance levels, social security numbers, job titles, and original birth certificates. This list shall be updated within forty eight hours after changes occur.

### **6.11 Identification of Contractor Employees**

All contract/subcontract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as contractor personnel to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed. Contractors/subcontractors shall identify themselves on any attendance sheet or any coordination documents they may review. Electronic mail signature blocks shall identify their company affiliation. Where practicable, contractor/subcontractors occupying collocated space with their Government program customer should identify their workspace area with their name and company affiliation.

All contractor/subcontractor personnel shall be required to wear company picture identification badges so as to distinguish themselves from NSWC Crane (organic) employees. The identification badge shall be visible at all times while employees are on NSWC Crane property. The Contractor shall furnish all requested information required to facilitate issuance of identification badges and shall conform to applicable regulations concerning the use and possession of the badges issued to the Contractor employees. The contract Facility Security Officer shall ensure that the Contractor Check-in/Check-out forms are completed for each contract employee and submitted to the COR per NAVSEA Instruction 5300.3 and NSWC Crane Instruction 5300.1. The Contractor shall ensure all government issued badges/identification is returned to COR within forty-eight hours following the completion of the contract, relocation or termination of an employee issued an identification badge, and upon request by the Contracting Officer.

### **6.12 Accident Reporting**

The Contractor shall maintain an accurate record of and shall report all accidents to the COR.

### **6.13 Smoking Regulations**

Smoking on Government property shall be in approved areas only IAW NAVFAC P 1021. Smoking in vehicles is prohibited.

### **6.14 Release of Information**

All technical data provided to the Contractor shall be protected from the public. All other information relating to the items to be delivered and services to be performed under this TO shall

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not be disclosed by any means without prior approval of the authorized representative of the KO. Dissemination or public disclosure may include permitting access to such information by foreign nationals by any other person or entity or publication of technical or scientific papers or advertising or any other proposed public release. The Contractor shall provide adequate physical protection to such information so as to preclude access by any person or entity not authorized such access.

### **6.15 Privacy Act**

Under US Code Title 5, Section 552, information accessed in completing this TO is subject to the Privacy Act.

### **6.16 Damage Reporting**

The Contractor shall maintain an accurate record of and shall report to the COR all damages to Government Furnished Equipment, Material, and Facilities as prescribed by OPNAVINST 5102.1.

### **6.17 Non-Personal Services**

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. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Procuring Contracting Officer (PCO) immediately. These services shall not be used to perform work of a policy/decision making or management nature, i.e., inherently Governmental functions. All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government.

**6.17.1** This TO is for non-personal services as defined by FAR Subpart 37.104. As such, Contractor employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. In addition, contractor personnel shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.

### **6.18 Investigations**

Contractor employees located on Government property shall cooperate with Government investigative agencies conducting criminal or administrative investigations.

### **6.19 Government Observations**

Government personnel, such as Inspector General or higher headquarters staff, are authorized to observe Contractor operations. Efforts will be made to minimize the degree of disturbance on

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Contractor performance.

## **6.20 Work Area Cleanliness**

The Contractor shall be responsible for the orderliness and cleanliness of all areas being used for office and storage. The space shall be clean and neat and free from fire hazards, unsanitary conditions and safety hazards.

## **6.21 Key Control**

The Contractor shall establish and implement methods of ensuring that all keys issued to the Contractor by the government are not lost or misplaced and are not used by unauthorized persons. No keys issued to the Contractor by the government shall be duplicated. The Contractor shall develop procedures covering key control. Key control and accountability shall be IAW the key control requirements set forth in applicable regulations.

## **6.22 Hours of Operation**

**6.22.1 Compressed Work Schedule.** The Contractor shall be permitted to utilize a compressed work schedule for their employees working at NSWC Crane Division if specified on individual TI. A compressed work schedule allows a starting time between the hours of 0600 and 0830 for eight of the ten workdays (nine hours per day) with a stopping time between the hours of 1530 and 1800, and between 0630 and 0900 for one of the ten workdays (eight-hour day) with a stopping time between the hours of 1500 and 1730. The contractor's full-time employees shall adhere to the same number of hours each day for eight of the ten workdays (nine hours per day) during a biweekly pay period and for one eight-hour day during the same biweekly pay period. The contractor's full-time employee is required to work 80 hours in a biweekly pay period and this work must be scheduled for fewer than 10 days in a biweekly pay period. In some cases, a contractor employee may be required to remain on a non-compressed work schedule or to adjust contractor employee work hours (arrival and departure time) to accommodate the needs of the organization that they support. The contractor shall be required to respond to an emergency requirement and work outside of regular working hours to perform the work. Exceptions to the compressed schedule may exist and the contractor will be notified by the COR of any permanent or temporary exceptions.

**6.22.2** The Contractor shall be permitted to utilize a Flextime schedule for their employees working at NSWC Crane Division if specified on individual TI. A Flextime schedule allows a starting time between the hours of 0630 and 0900, with a quitting time eight and one-half hours after the clock-in time (1500 to 1730). The contractor shall be required to respond to an emergency requirement and work outside of regular working hours to perform the work. Exceptions to the Flextime schedule may exist, and the contractor will be notified by the COR of any permanent or temporary exceptions

**6.22.3** All closed days will be designated by the Commanding Officer, NSWC, Crane Division. Closed days will be associated with holidays, National Security and/or inclement



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weather/dangerous conditions. The Contractor will not be allowed to work on NSWC, Crane Division during designated closed days, unless they are deemed to be essential personnel. Essential personnel will be identified by the Government, and communicated to the contractor prior to the designated closed day, and will be authorized by COR/KO and specified on individual TI. In the event the Contractor is prevented from performance as the result of an Executive Order or an administrative leave determination applying to the using activity, such time shall be charged to leave or indirect charges IAW company policy.

**6.22.3.1 Inclement Weather.** When the Government Agency is closed by the Commander because of inclement weather conditions and/or dangerous conditions, notification of the closing will be broadcast over local radio and television stations.

**6.22.3.2 Holidays.** A list of Government Agency observed holidays and/or closed days in conjunction with holidays will be published at the beginning of each calendar year. Contractor employees will not be allowed to work on Government property on a holiday and/or closed day unless they are deemed to be essential personnel. The contractor is advised that access to the Government installation may be restricted on these holidays:

New Year's Day	Birthday of Martin Luther King, Jr.
President's Day	Memorial Day
Independence Day	Labor Day
Columbus Day	Veteran's Day
Thanksgiving Day	Christmas Day

In the event any of the above holidays occur on a Saturday or a Sunday, then such holiday shall be observed by the Contractor IAW the practice as observed by the assigned Government employees at the using activity.

**6.22.4 Overtime.** Overtime shall be performed as considered necessary by the contractor to meet the tasking and to the extent authorized in FAR 52.222-2 in Section I. The approved overtime shall not be exceeded without authorization from the Contracting Officer.

### **6.23 Continuous Improvement**

The contractor shall support the NSWC Crane Continuous Improvement program. The contractor shall provide support for the development and maintenance of lean performance execution processes and metrics. The contractor shall participate in lean events, meetings, and conferences, and execute lean tasks from initiation to closure when authorized. The contractor shall also provide data record entry, reproduction, distribution, and reporting of lean documentation.

### **6.24 Information Non-Disclosure**

The contractor shall not disclose any information provided or developed under this task order outside the Government without prior approval from the Government. Contractor shall provide one (1) copy of each employee-signed Non-Disclosure Statements to the COR prior to

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performing any work on this TO. The COR will retain one copy for the TO file.

### **6.25 Licenses, Certifications, and Training**

The contractor is required to receive training and hold a valid license or certification for the operation of forklifts and other handling equipment (hoists, cranes, etc.); receive training and certification in the handling of hazardous materials; and receive training and certification for any other specialized operations as required in support of the tasking set forth in this SOW. The Contractor will be responsible for hiring trained professionals or paying associated costs for license/certification/training. Training shall be Government sponsored and conducted on-center, contractor sponsored and conducted at contractor's facilities, or vendor sponsored and conducted at vendor facilities.

### **6.26 Existing Conditions**

In the performance of work under this TO, the contractor is not responsible for any existing conditions (conditions that exist prior to or as of the effective date of this TO) at the place of performance, and the Government will reimburse the contractor for any costs or liability the contractor might incur as a result of these existing conditions. The Government and the contractor will jointly conduct an inspection of the facilities to establish baseline conditions at the start of the performing period.

**6.27 Special Qualifications.** The government requires the following mandatory training be completed annually to access government facilities, equipment or information systems or information:

Suicide Prevention Training

Quality Awareness Training

DoD Information Assurance Awareness Training

Trafficking In Persons Training

Operations Security (OPSEC) Training

Environmental Awareness and Environmental Management System Awareness Training

Telecommunications Awareness Training

Prevention of Sexual Harassment (POSH) Training

Hazard Electromagnetic Radiation to Ordnance (HERO) Training

ATFP Level 1 Awareness Training

Security Awareness Training

Telecommunications Awareness Training

**7.0 Place of Performance.** The contractor shall provide personnel to perform approximately 36% of tasking at Government Facilities (35.8% at Crane, 0.1% at Lake Glendora Test Facility, and 0.1% at Fallbrook/Hawthorne) and approximately 64% of tasking at contractor off-site facilities located within a 25 mile radius of NSWC Crane (Crane, IN). While on center, the Government currently provides two office cubical spaces (approximately 5'x6') for contractor personnel located in EP areas. Additionally, two office spaces are provided for transient EP TO employee use. The office spaces include, computer, desk, chair, telephone, printer/fax, NMCI

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computers, and other items necessary to maintain an office environment. The contractors also utilize the Crane Building 3260 and 3245 laboratory, lunch/locker, restrooms and shower facilities, fax, and copier. Storage areas and 3 Conex buildings are provided for equipment/material storage. Equipment storage is limited to water and air samplers, coolers, sample bottles, other sampling equipment both Navy and contractor-provided, and required hazardous and other materials. This area allows for response capabilities and effectiveness, while facilitating equipment inspections and maintenance.

**7.1 Period of Performance.** The initial TO award(s) will result in a one 1-Year Base Period of Performance (POP) with two (2) 1-Year Options & two (2) 1-Year Award Terms.

**8.0 Performance Standards.** The SOW being utilized for this requirement is considered to be performance based. As required by FAR SubPart 37.601, the SOW describes the requirements in terms of results required rather than the methods of performance of the work, uses measurable performance standards and specifies procedures for reductions of fee and/or TO base years when the services do not meet the performance standards. The performance criteria, standards, and assessment methods anticipated for this effort are included in the QASP found Exhibit B in Section J.

**HQ C-1-0001 ITEM(S) \_\_\_\_\_ - DATA REQUIREMENTS (NAVSEA)(SEP 1992)**

The data to be furnished hereunder shall be prepared in accordance with the Contract Data Requirements List, DD Form 1423, Exhibit A, attached hereto.

**HQ C-2-0014 CONTRACTOR'S PROPOSAL (NAVSEA) (MAR 2001)**

(a) Performance of this contract by the Contractor shall be conducted and performed in accordance with detailed obligations to which the Contractor committed itself in Proposal \_\_\_\_\_ dated \_\_\_\_\_ in response to NAVSEA Solicitation No. N00024-14-R-3560

(b) The technical volume(s) of the Contractor's proposal is incorporated by reference and hereby made subject to the provisions of the "ORDER OF PRECEDENCE" (FAR 52.215-8) clause of this contract. Under the "ORDER OF PRECEDENCE" clause, the technical volume of the Contractor's proposal referenced herein is hereby designated as item (f) of the clause, following "the specification" in the order of precedence.

**CNIN-NOTICE-0003 Enterprise-wide Contractor Manpower Reporting Application (ECMRA)**

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

(1) W, Lease/Rental of Equipment;

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

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

**HQ C-2-0032 INFORMATION AND DATA FURNISHED BY THE GOVERNMENT -  
ALTERNATE II (NAVSEA) (SEP 2009)**

(a) NAVSEA Form 4340/2 or Schedule C, as applicable, Government Furnished Information, attached hereto, incorporates by listing or specific reference, all the data or information which the Government has provided or will provide to the Contractor except for

(1) The specifications set forth in Section C, and

(2) Government specifications, including drawings and other Government technical documentation which are referenced directly or indirectly in the specifications set forth in Section C and which are applicable to this contract as specifications, and which are generally available and provided to Contractors or prospective Contractors upon proper request, such as Federal or Military Specifications, and Standard Drawings, etc.

(b) Except for the specifications referred to in subparagraphs (a)(1) and (2) above, the Government will not be obligated to provide to the Contractor any specification, drawing, technical documentation or other publication which is not listed or specifically referenced in NAVSEA Form 4340/2 or Schedule C, as applicable, notwithstanding anything to the contrary in the specifications, the publications listed or specifically referenced in NAVSEA Form 4340/2 or Schedule C, as applicable, the clause entitled "GOVERNMENT PROPERTY" (FAR 52.245-1) or "GOVERNMENT PROPERTY INSTALLATION OPERATION SERVICES " (FAR 52.245-2), as applicable, or any other term or condition of this contract.

(c)(1) The Contracting Officer may at any time by written order:

(i) delete, supersede, or revise, in whole or in part, data listed or specifically referenced in

NAVSEA Form 4340/2 or Schedule C, as applicable; or

(ii) add items of data or information to NAVSEA Form 4340/2 or Schedule C, as applicable; or

(iii) establish or revise due dates for items of data or information in NAVSEA Form 4340/2 or

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Schedule C, as applicable.

(2) If any action taken by the Contracting Officer pursuant to subparagraph (c)(1) immediately above causes an increase or decrease in the costs of, or the time required for, performance of any part of the work under this contract, the contractor may be entitled to an equitable adjustment in the contract amount and delivery schedule in accordance with the procedures provided for in the "CHANGES" clause of this contract.

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## **SECTION D PACKAGING AND MARKING**

Packaging and Marking shall be in accordance with the provisions of the basic contract. Some deliveries may contain classified information.

### **HQ D-1-0001 DATA PACKAGING LANGUAGE**

Data to be delivered by Integrated Digital Environment (IDE) or other electronic media shall be as specified in the contract.

All unclassified data to be shipped shall be prepared for shipment in accordance with best commercial practice.

Classified reports, data, and documentation shall be prepared for shipment in accordance with National Industrial Security Program Operating Manual (NISPOM), DOD 5220.22-M dated 28 February 2006.

### **HQ D-2-0008 MARKING OF REPORTS (NAVSEA) (SEP 1990)**

All reports delivered by the Contractor to the Government under this contract shall prominently show on the cover of the report:

- (1) name and business address of the Contractor
- (2) contract number
- (3) contract dollar amount
- (4) whether the contract was competitively or non-competitively awarded
- (5) sponsor:  
(Name of Individual Sponsor)  
  
(Name of Requiring Activity)  
  
(City and State)

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## **SECTION E INSPECTION AND ACCEPTANCE**

All provisions and clauses in SECTION E of the basic contract apply to this TO, unless otherwise specified in this TO.

### **CLAUSES INCORPORATED BY REFERENCE:**

FAR 52.246-3 Inspection of Supplies - Cost Reimbursement (MAY 2001)

FAR 52.246-5 Inspection of Services - Cost Reimbursement (APR 1984)

### **HQ E-1-0001 INSPECTION AND ACCEPTANCE LANGUAGE FOR DATA**

Inspection and acceptance of all data shall be as specified on the attached Contract Data Requirements List(s), DD Form 1423.

### **HQ E-1-0007 INSPECTION AND ACCEPTANCE LANGUAGE FOR LOE SERVICES**

Item(s) 7999 - Inspection and acceptance shall be made by the Contracting Officer's Representative (COR) or a designated representative of the Government.

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## SECTION F DELIVERABLES OR PERFORMANCE

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

7000	7/17/2015 - 7/16/2016
7001AA	9/2/2015 - 11/14/2015
7001AB	9/16/2015 - 2/28/2016
7001AC	9/1/2015 - 2/29/2016
7001AD	11/2/2015 - 7/16/2016
7001AE	2/24/2016 - 7/16/2016
7001AF	2/24/2016 - 7/16/2016
7001AG	6/2/2016 - 7/16/2016
7001AH	7/13/2016 - 7/16/2016
7200	7/17/2016 - 7/16/2017
7201AA	7/17/2016 - 7/16/2017
7201AB	7/17/2016 - 7/16/2017
7201AC	8/29/2016 - 9/30/2016
7201AD	8/29/2016 - 2/28/2017
7201AE	8/29/2016 - 4/17/2017
7201AF	9/16/2016 - 10/31/2016
7201AG	10/28/2016 - 7/16/2017
7201AH	10/28/2016 - 7/16/2017
7201AJ	10/28/2016 - 7/16/2017
7201AK	10/28/2016 - 7/16/2017
7201AL	10/28/2016 - 7/16/2017
7201AM	12/7/2016 - 7/16/2017
7201AN	12/7/2016 - 7/16/2017
7201AP	12/7/2016 - 7/16/2017
7201AQ	12/7/2016 - 7/16/2017
7201AR	12/7/2016 - 7/16/2017
7201AS	2/6/2017 - 7/16/2017
7201AT	2/9/2017 - 7/16/2017
7201AU	2/9/2017 - 7/16/2017
7201AV	2/9/2017 - 7/16/2017
7201AW	2/9/2017 - 7/16/2017
7201AX	3/9/2017 - 7/16/2017
9000	7/17/2015 - 7/16/2016
9001AA	9/2/2015 - 11/14/2015
9001AB	11/2/2015 - 7/16/2016
9001AC	2/24/2016 - 7/16/2016
9001AD	2/24/2016 - 7/16/2016
9001AE	6/2/2016 - 7/16/2016
9200	7/17/2016 - 7/16/2017
9201AA	7/17/2016 - 7/16/2017
9201AB	7/17/2016 - 7/16/2017



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9201AC	8/29/2016 - 9/30/2016
9201AD	8/29/2016 - 4/17/2017
9201AE	9/16/2016 - 7/16/2017
9201AF	10/28/2016 - 1/31/2017
9201AG	10/28/2016 - 7/16/2017
9201AH	10/28/2016 - 7/16/2017
9201AJ	10/28/2016 - 7/16/2017
9201AK	10/28/2016 - 7/16/2017
9201AL	12/7/2016 - 7/16/2017
9201AM	12/7/2016 - 7/16/2017
9201AN	12/7/2016 - 7/16/2017
9201AP	12/7/2016 - 7/16/2017
9201AQ	2/6/2017 - 7/16/2017
9201AR	2/9/2017 - 7/16/2017

CLIN - DELIVERIES OR PERFORMANCE

**HQ F-1-0003 PERFORMANCE LANGUAGE FOR LOE SERVICES**

The Contractor shall perform the work described in SECTION C, at the level of effort specified in SECTION B, as follows:

ITEM(S) FROM - TO

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

7000	7/17/2015 - 7/16/2016
7001AA	9/2/2015 - 11/14/2015
7001AB	9/16/2015 - 2/28/2016
7001AC	9/1/2015 - 2/29/2016
7001AD	11/2/2015 - 7/16/2016
7001AE	2/24/2016 - 7/16/2016
7001AF	2/24/2016 - 7/16/2016
7001AG	6/2/2016 - 7/16/2016
7001AH	7/13/2016 - 7/16/2016
7200	7/17/2016 - 7/16/2017
7201AA	7/17/2016 - 7/16/2017
7201AB	7/17/2016 - 7/16/2017
7201AC	8/29/2016 - 9/30/2016
7201AD	8/29/2016 - 2/28/2017
7201AE	8/29/2016 - 4/17/2017
7201AF	9/16/2016 - 10/31/2016
7201AG	10/28/2016 - 7/16/2017
7201AH	10/28/2016 - 7/16/2017
7201AJ	10/28/2016 - 7/16/2017
7201AK	10/28/2016 - 7/16/2017

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7201AL	10/28/2016 - 7/16/2017
7201AM	12/7/2016 - 7/16/2017
7201AN	12/7/2016 - 7/16/2017
7201AP	12/7/2016 - 7/16/2017
7201AQ	12/7/2016 - 7/16/2017
7201AR	12/7/2016 - 7/16/2017
7201AS	2/6/2017 - 7/16/2017
7201AT	2/9/2017 - 7/16/2017
7201AU	2/9/2017 - 7/16/2017
7201AV	2/9/2017 - 7/16/2017
7201AW	2/9/2017 - 7/16/2017
7201AX	3/9/2017 - 7/16/2017
9000	7/17/2015 - 7/16/2016
9001AA	9/2/2015 - 11/14/2015
9001AB	11/2/2015 - 7/16/2016
9001AC	2/24/2016 - 7/16/2016
9001AD	2/24/2016 - 7/16/2016
9001AE	6/2/2016 - 7/16/2016
9200	7/17/2016 - 7/16/2017
9201AA	7/17/2016 - 7/16/2017
9201AB	7/17/2016 - 7/16/2017
9201AC	8/29/2016 - 9/30/2016
9201AD	8/29/2016 - 4/17/2017
9201AE	9/16/2016 - 7/16/2017
9201AF	10/28/2016 - 1/31/2017
9201AG	10/28/2016 - 7/16/2017
9201AH	10/28/2016 - 7/16/2017
9201AJ	10/28/2016 - 7/16/2017
9201AK	10/28/2016 - 7/16/2017
9201AL	12/7/2016 - 7/16/2017
9201AM	12/7/2016 - 7/16/2017
9201AN	12/7/2016 - 7/16/2017
9201AP	12/7/2016 - 7/16/2017
9201AQ	2/6/2017 - 7/16/2017
9201AR	2/9/2017 - 7/16/2017

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

7100	7/17/2015 - 7/16/2016
7300	7/17/2016 - 7/16/2017
7400	7/17/2017 - 7/16/2018
7500	7/17/2017 - 7/16/2018
9100	7/17/2015 - 7/16/2016

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9300	7/17/2016 - 7/16/2017
9400	7/17/2017 - 7/16/2018
9500	7/17/2017 - 7/16/2018

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

7600	7/17/2018 - 7/16/2019
7700	7/17/2018 - 7/16/2019
7800	7/17/2019 - 7/16/2020
7900	7/17/2019 - 7/16/2020
9600	7/17/2018 - 7/16/2019
9700	7/17/2018 - 7/16/2019
9800	7/17/2019 - 7/16/2020
9900	7/17/2019 - 7/16/2020

**HQ F-2-0003 DATA DELIVERY LANGUAGE FOR SERVICES ONLY PROCUREMENTS**

All data to be furnished under this contract shall be delivered prepaid to the destination(s) and at the time(s) specified on the Contract Data Requirements List(s), DD Form 1423.

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## SECTION G CONTRACT ADMINISTRATION DATA

All provisions and clauses in SECTION G of the basic contract apply to this TO, unless otherwise specified in this TO.

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	HQ0339
Issue By DoDAAC	N00164
Admin DoDAAC	S0512A
Inspect By DoDAAC	*
Ship To Code	*
Ship From Code	*
Mark For Code	*
Service Approver (DoDAAC)	N00164
Service Acceptor (DoDAAC)	N00164
Accept at Other DoDAAC	*
LPO DoDAAC	*
DCAA Auditor DoDAAC	HAA724
Other DoDAAC(s)	*

*\*To be completed at time of award.*

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

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

Contracting Officer's Representative: Maggie Williams

(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.

Your local contracting office WAWF PoC/Group Administrator (GAM)

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

(End of clause)

### **HQ G-2-0009 SUPPLEMENTAL INSTRUCTIONS REGARDING ELECTRONIC INVOICING (NAVSEA) (SEP 2012)**

(a) The Contractor agrees to segregate costs incurred under this contract/task order (TO), as applicable, at the lowest

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level of performance, either at the technical instruction (TI), sub line item number (SLIN), or contract line item number (CLIN) level, rather than on a total contract/TO basis, and to submit invoices reflecting costs incurred at that level. Supporting documentation in Wide Area Workflow (WAWF) for invoices shall include summaries of work charged during the period covered as well as overall cumulative summaries by individual labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of other direct costs (ODCs), materials, and travel, by TI, SLIN, or CLIN level. For other than firm fixed price subcontractors, subcontractors are also required to provide labor categories, rates, and hours (both straight time and overtime) invoiced; as well as, a cost breakdown of ODCs, materials, and travel invoiced. Supporting documentation may be encrypted before submission to the prime contractor for WAWF invoice submittal. Subcontractors may email encryption code information directly to the Contracting Officer (CO) and Contracting Officer Representative (COR). Should the subcontractor lack encryption capability, the subcontractor may also email detailed supporting cost information directly to the CO and COR; or other method as agreed to by the CO.

(b) Contractors submitting payment requests and receiving reports to WAWF using either Electronic Data Interchange (EDI) or Secure File Transfer Protocol (SFTP) shall separately send an email notification to the COR and CO on the same date they submit the invoice in WAWF. No payments shall be due if the contractor does not provide the COR and CO email notification as required herein.

#### **HQ G-2-0002 CONTRACT ADMINISTRATION DATA**

Enter below the address (street and number, city, county, state and zip code) of the Contractor's facility which will administer the contract if such address is different from the address shown on the SF 26 or SF 33, as applicable.

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#### **HQ G-2-0003 CONTRACTING OFFICER'S REPRESENTATIVE**

COMMANDER  
NSWC Crane Division  
ATTN: Maggie Williams  
300 Hwy 361  
Crane IN 47522  
Tel: (812) 854-3196  
Email: [Maggie.williams@navy.mil](mailto:Maggie.williams@navy.mil)

The Contractor shall forward a copy of all invoices to the Contracting Officer's Representative.

#### **HQ G-2-0004 PURCHASING OFFICE REPRESENTATIVE**

##### **Contract Specialist (CS):**

[Logan Barrett](#)  
Code 0223  
300 Highway 361, Building 121  
Crane, IN 47522-5001  
Telephone (812) 854-4512  
Email: [logan.barrett@navy.mil](mailto:logan.barrett@navy.mil)

##### **Contracting Officer (KO):**

[Laura Armes](#)  
Code 0223  
300 Highway 361, Building 121  
Crane, IN 47522-5001  
Telephone (812) 854-4748

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Email: [laura.armes@navy.mil](mailto:laura.armes@navy.mil)

**CNIN-G-0009 SECURITY ADMINISTRATION**

**(SEP 2014)**

The highest level of security required under this contract is SECRET as designated on DD Form 254 attached hereto and made a part hereof.

**CNIN-G-0014 PAYMENT STATUS INQUIRIES  
2013)**

**(DEC**

The status of invoice payments can be obtained through MOCAS myInvoice at: <https://myinvoice.csd.disa.mil/>

myInvoice is a web-based application developed specifically for contractors/vendors and Government/Military employees to obtain invoice status and payment data. It is an interactive web-based system, accessible 24 hours a day/7 days a week.

Follow the website instructions and download [“Getting Started with myInvoice”](#) to assist in the registration process.

If you require additional assistance with accessing myInvoice, effective 17 Jun 2013, contact the Columbus Accounting System Helpdesk (CASH) at [CCO-CASH@DFAS.MIL](mailto:CCO-CASH@DFAS.MIL) or Toll Free at (855) 211-6308.

The status of invoice payments may also be obtained by contacting the DFAS Paying Office designated on the contract cover page. DFAS Paying Office Vendor Pay Customer Service offices are listed below:

F03000	DFAS Dayton	800-756-4571 - option 2, option 3
F67100	DFAS Limestone	800-756-4571 - option 2, option 3
HQ0105	DFAS Indianapolis	888-332-7366
HQ0131	DFAS Columbus Caps	800-756-4571 - option 2, option 2
HQ0248	DFAS Rome	800-553-0527
HQ0250	DFAS Rome	800-553-0527
HQ0251	DFAS Columbus Navy	800-756-4571 - option 2, option 4
HQ0302	DFAS Rome	800-553-0527
HQ0303	DFAS Rock Island	800-756-4571 - option 2, option 5
HQ0304	DFAS St. Louis	800-756-4571 - option 2, option 5
HQ0337	DFAS Columbus North	800-756-4571 - option 1
HQ0338	DFAS Columbus South	800-756-4571 - option 1
HQ0339	DFAS Columbus West	800-756-4571 - option 1
HQ0347	DFAS Indianapolis	888-332-7366
HQ0490	DFAS Indianapolis	888-332-7366
HQ0672	DFAS Rome	800-553-0527
M67443	DFAS Kansas City	800-756-4571 - option 2, option 4
N0024B	Navy_ERP NAVSEA HQ	202-781-3145
N62828	Navy_ERP NSWC Crane	<a href="mailto:cran_vendorpay@navy.mil">cran_vendorpay@navy.mil</a>
N64142	Navy_ERP NAWCAD (Patuxent River, Lakehurst and NAVAIR HQ)	732-323-1082
N68732	DFAS Cleveland	800-756-4571 - option 2 and 4
(Now pays DFAS Charleston N68892, DFAS Pensacola N68566, DFAS San Diego N68688)		
SL4701	DFAS Columbus EBS	800-756-4571 - option 2 and 2

**CNIN-G-0001  
(JULY 2015)**

**Invoicing Documentation for Cost Vouchers**

Supporting cost voucher documentation in Wide Area Workflow (WAWF) shall be provided in contractor specified format and shall include the following information. This level of detail is required at both the job order (JO) or task order (TO) level and Technical Instruction (TI) level. The supporting data should clearly reflect the JO/TO and TI number for which it applies. For other than firm fixed price subcontracts, subcontractors are also required to provide

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the same level of supporting detail as the prime contractor. Supporting documentation may be encrypted before submission to the prime contractor for WAWF cost voucher submittal. Subcontractors may email encryption code information directly to the Contracting Officer (CO) and Contracting Officer Representative (COR) as required. Failure to comply may result in an unfavorable CPARS rating in the area of regulation compliance.

<b>Cost Elements</b>	
Direct Labor	Total direct labor costs billed for current billing period and cumulative. This includes sub-contractor direct labor. If there are different labor pools, they should be included separately (e.g., on-site, off-site, prime, subK, etc).
Other Direct Costs	Total ODC costs billed for current billing period and cumulative
Indirect Costs	Total indirect costs billed for current billing period and cumulative. If there are different indirect pools, they should be included separately (e.g., Fringe, OH, G&A, etc.). The indirect pool percentage shall be included.
Fee	Total fee billed for current billing period and cumulative.
Invoice Subtotal	Sub-total costs billed for current billing period and cumulative.
Adjustments	Any adjustments to billed costs for current billing period and cumulative.
Invoice Total	Total costs billed for current billing period and cumulative.
<b>Labor Detail (Prime and Subcontractor)</b>	
Employee name	
Labor category	
Direct labor rate by employee	
Loaded labor rate by employee	
Current period hours (OT hours identified separately)	
Current period direct labor costs	
Cumulative hours (OT hours identified separately)	
Cumulative direct labor costs	
<b>Non-Labor Detail – detail provided for current billing period only</b>	
Travel	Destination, dates, traveler name, total trip costs (includes subK travel)
Material*	Detailed description of item and total item costs (includes subK material)
ODCs*	Covers items that are not material or travel (e.g., training, conference costs, etc). Detailed description of item and total item costs (includes subK ODC)
*Copies of invoices and/or receipts for Material/ODC purchases shall be included.	
<b>CLIN/SLIN Detail – Information should be a cumulative total invoiced against each CLIN/SLIN</b>	
CLIN/SLIN	SLIN being billed
ACRN	ACRN being billed
TO/TI	TO and/or TI number
Amount Funded	Amount funded on each SLIN
Current	Amount billed in current billing period
Cumulative	Cumulative amount billed against SLIN
Balance	Remaining balance on SLIN

SECTION G  
NOTES  
2014)

(SEP

## 1) ACCOUNTING DATA

The award document will include Accounting Data at the end of Section G. All lines of accounting are listed sequentially under a heading that identifies the particular action (award or modification number) under which the funding was obligated. Under SeaPort-e, all funding is identified/obligated at the Subline Item Number (SLIN) level. SLINs are established sequentially by the SeaPort-e software.

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**2) SPECIAL INVOICE INSTRUCTIONS**

Each SLIN that provides funding designates a specific project area/work area/Technical Instruction (TI)/Work Breakdown Structure (WBS) item. Tracking and reporting shall be accomplished at the project/work area/TI/WBS item level. Each identified project/work area/TI/WBS shall be invoiced by its associated SLINs and ACRNs as identified in Sections B, F & G.

**3) TO ORDER RATES**

The following rates have been approved for this TO.

Annual Labor Escalation: % per year

Maximum Pass-Thru Rate: % Fixed Fee on Subcontractor Costs, Total Pass-Thru amount not to exceed 8%.

Maximum Fee: % on Prime Costs

The above maximum rates are applicable to the prime contractor. If subcontracting is proposed, the prime contractor is strongly encouraged to restrict subcontractor fixed fee to the lower of (a) the prime contractor's fee under this order or (b) the subcontractor's SeaPort-e fixed fee rate where the subcontractor is also a prime contractor under SeaPort-e. The purpose of this is the Government's desire to avoid having it be more financially lucrative for a firm to be a subcontractor rather than a prime contractor under SeaPort-e. The Government strongly encourages the prime contractor to also implement this under Time and Materials subcontracts. Subcontractors may not earn fee on ODC's.

The Government also strongly encourages the prime contractor to eliminate "double pass-thru" costs by (1) avoiding second tier subcontractors/consultants during performance and (2) where this situation is unavoidable, limiting subcontractor pass-thru costs to the lower of (i) the prime contractor's pass-thru rate under this order or (ii) the subcontractor's SeaPort-e pass-thru rate where the subcontractor is also a prime contractor under SeaPort-e.

**4) CONSENT TO SUBCONTRACT**

For subcontracts and consulting agreements for services, where the prime contractor anticipates that hours delivered will be counted against the hours in the proposed Level of Effort, Consent to Subcontract authority is retained by the Procuring Contracting Officer.

The following subcontractors are approved on this TO:  
SAIC

Accounting Data

SLINID	PR Number	Amount
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BASE Funding 0.00  
Cumulative Funding 0.00

MOD 01

7001AA	130052490100001	284614.15
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LLA :  
AA 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003050008  
Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AA	130052490100002	49500.00
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LLA :  
AA 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003050008



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Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 01 Funding 334114.15  
Cumulative Funding 334114.15

MOD 02

7001AB 130052679400001 2700.00

LLA :

AB 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003066819

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7001AC 130052679500001 12975.66

LLA :

AC 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003066895

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 02 Funding 15675.66  
Cumulative Funding 349789.81

MOD 03

7001AD 130053421100001 619788.83

LLA :

AD 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003143440

2410(a) funds expire for this SLIN 365 days from effective date of above modification, or through POP date identified in Section F, whichever occurs first. Contractor may continue to invoice after this date, but only for work performed during the applicable period.

9001AB 130053421100002 238000.00

LLA :

AD 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003143440

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 03 Funding 857788.83  
Cumulative Funding 1207578.64

MOD 04 Funding 0.00  
Cumulative Funding 1207578.64

MOD 05

7001AE 130055440500001 2162.67

LLA :

AE 1761804 52FM 254 00052 0 068732 2D C001RH 610186ST411Q

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7001AF 130055450300001 445776.73

LLA :

AF 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003312952

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AC 130055440500002 220.80

LLA :

AE 1761804 52FM 254 00052 0 068732 2D C001RH 610186ST411Q

Contractor may NOT perform against this SLIN after POP date identified in Section

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F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AD 130055450300002 75500.00

LLA :

AF 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003312952

Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 05 Funding 523660.20

Cumulative Funding 1731238.84

MOD 06 Funding 0.00

Cumulative Funding 1731238.84

MOD 07

7001AG 130057197600001 4014.27

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AE 130057197600002 86.40

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 07 Funding 4100.67

Cumulative Funding 1735339.51

MOD 08

7001AH 130058156200001 11212.33

LLA :

AH 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003511387

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AA 130058156200004 1057.17

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AB 130058240100001 350000.00

LLA :

AJ 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003517687

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AA 130058156200005 9.11

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AB 130058240100002 125000.00

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LLA :

AJ 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003517687

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 08 Funding 487278.61

Cumulative Funding 2222618.12

MOD 09

7201AC 130059337200002 7757.78

LLA :

AK 97X4930 NE1A 254 77777 0 040085 2F 000000 08516RXL0123

Standard Number: N4008516RXL0123 (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AD 130059337600001 2700.00

LLA :

AL 17X5095 2500 254 64662 0 068732 2D AXE20Q AA0034680616

Standard Number: N6247016WXM0004 (AA)

Effort is non-severable and is fully funded at the time of obligation. The period of performance for this effort is: 29 August 2016 to 28 February 2017.

7201AE 130059330800001 4900.00

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

2410(a) funds expire for this SLIN 365 days from effective date of above modification, or through 17 April 2017, whichever occurs first. Contractor may continue to invoice after this date, but only for work performed during the applicable period.

9201AC 130059337200001 162.01

LLA :

AK 97X4930 NE1A 254 77777 0 040085 2F 000000 08516RXL0123

Standard Number: N4008516RXL0123 (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AD 130059330800002 230.06

LLA :

AG 1761804 52FA 254 00052 0 068732 2D C002RH 610186EC417Q

Standard Number: N6101816RC002RH (AA)

2410(a) funds expire for this SLIN 365 days from effective date of above modification, or through 17 April 2017, whichever occurs first. Contractor may continue to invoice after this date, but only for work performed during the applicable period.

MOD 09 Funding 15749.85

Cumulative Funding 2238367.97

MOD 10

7201AF 130059751000001 209010.30

LLA :

AM 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003618052

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AE 130059751000002 35000.00

LLA :

AM 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003618052

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

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MOD 10 Funding 244010.30  
Cumulative Funding 2482378.27

MOD 11

7201AG 130060486100001 194000.00  
LLA :  
AN 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003682507  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

7201AH 130060481900001 55000.00  
LLA :  
AP 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003683293  
Standard Number: MIPR79DAV73002 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

7201AJ 130060481900003 20000.00  
LLA :  
AQ 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003683293  
Standard Number: MIPR79DAV73018 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

7201AK 130060481900005 28000.00  
LLA :  
AR 97X4930 NH1J 251 77777 0 050120 2F 000000 A20003683293  
Standard Number: MIPR79DAV73003 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

7201AL 130060481900007 123000.00  
LLA :  
AS 97X4930 NH1J 251 77777 0 050120 2F 000000 A30003683293  
Standard Number: N4008517WRL0006 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

9201AF 130060486100002 16000.00  
LLA :  
AN 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003682507  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

9201AG 130060481900002 15000.00  
LLA :  
AP 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003683293  
Standard Number: MIPR79DAV73002 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

9201AH 130060481900004 10000.00  
LLA :  
AQ 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003683293  
Standard Number: MIPR79DAV73018 (AA)  
Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed  
through and including the aforementioned date.

9201AJ 130060481900006 7000.00  
LLA :  
AR 97X4930 NH1J 251 77777 0 050120 2F 000000 A20003683293

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Standard Number: MIPR79DAV73003 (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AK 130060481900008 14000.00

LLA :

AS 97X4930 NH1J 251 77777 0 050120 2F 000000 A30003683293

Standard Number: N4008517WRL0006 (AA)

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 11 Funding 482000.00

Cumulative Funding 2964378.27

MOD 12

7201AM 130061088400001 40000.00

LLA :

AT 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AN 130061088400003 5000.00

LLA :

AU 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AP 130061088400005 68000.00

LLA :

AV 97X4930 NH1J 251 77777 0 050120 2F 000000 A20003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AQ 130061088400007 9000.00

LLA :

AW 97X4930 NH1J 251 77777 0 050120 2F 000000 A30003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AR 130061088400008 1000.00

LLA :

AX 97X4930 NH1J 251 77777 0 050120 2F 000000 A40003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AL 130061088400002 56000.00

LLA :

AT 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AM 130061088400004 24000.00

LLA :

AU 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.  
Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AN 130061088400006 58000.00

LLA :

AV 97X4930 NH1J 251 77777 0 050120 2F 000000 A20003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F.

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Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AP 130061088400009 20000.00

LLA :

AX 97X4930 NH1J 251 77777 0 050120 2F 000000 A40003732522

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 12 Funding 281000.00

Cumulative Funding 3245378.27

MOD 13

7201AS 130061628900001 21628.05

LLA :

AY 1771804 52FA 254 00520 056521 2D ECDNGL 01817RC001RH

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AT 130062101600001 12516.06

LLA :

AZ 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003813438

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AU 130062101600003 55032.96

LLA :

BA 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003813438

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AV 130062101600005 84192.98

LLA :

BB 97X4930 NH1J 251 77777 0 050120 2F 000000 A20003813438

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7201AW 130062101600007 21460.95

LLA :

BC 97X4930 NH1J 251 77777 0 050120 2F 000000 A30003813438

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AQ 130061628900002 16079.55

LLA :

AY 1771804 52FA 254 00520 056521 2D ECDNGL 01817RC001RH

Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AR 130062101600002 21115.00

LLA :

AZ 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003813438

Contractor may NOT perform against the SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 13 Funding 232025.55

Cumulative Funding 3477403.82

MOD 14

7001AA 130052490100001 (238.72)

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LLA :

AA 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003050008  
Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7001AD 130053421100001 (652.94)

LLA :

AD 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003143440  
2410(a) funds expire for this SLIN 365 days from effective date of above modification, or through POP date identified in Section F, whichever occurs first. Contractor may continue to invoice after this date, but only for work performed during the applicable period.

7001AF 130055450300001 (13259.51)

LLA :

AF 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003312952  
Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

7001AH 130058156200001 (9912.33)

LLA :

AH 97X4930 NH1J 251 77777 0 050120 2F 000000 A10003511387  
Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AB 130053421100002 (26542.55)

LLA :

AD 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003143440  
Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9001AD 130055450300002 (75500.00)

LLA :

AF 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003312952  
Contractor may NOT perform against this SLIN after POP date identified in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 14 Funding -126106.05  
Cumulative Funding 3351297.77

MOD 15

9201AF 130060486100002 (16000.00)

LLA :

AN 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003682507  
Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

9201AL 130061088400002 (56000.00)

LLA :

AT 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003732522  
Contractor may NOT perform against this SLIN after POP date shown in Section F. Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 15 Funding -72000.00  
Cumulative Funding 3279297.77

MOD 16

7201AX 130062973400001 177000.00

LLA :

BD 97X4930 NH1J 251 77777 0 050120 2F 000000 A00003887955  
Contractor may NOT perform against the SLIN after POP date shown in Section F.

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Contractor may continue to invoice after this date, but only for work performed through and including the aforementioned date.

MOD 16 Funding 177000.00  
Cumulative Funding 3456297.77



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## SECTION H SPECIAL CONTRACT REQUIREMENTS

### NAVSEA 5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)

(a) This contract is incrementally funded with respect to both cost and fee. The amount(s) presently available and allotted to this contract for payment of fee for incrementally funded contract line item number/contract subline item number (CLIN/SLIN), subject to the clause entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE" (FAR 52.216-10), as appropriate, is specified below. The amount(s) presently available and allotted to this contract for payment of cost for incrementally funded CLINs/SLINs is set forth below. As provided in the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22), the CLINs/SLINs covered thereby, and the period of performance for which it is estimated the allotted amount(s) will cover are as follows:

ITEM(S)	ALLOTED TO COST	ALLOTED TO FEE	ESTIMATED PERIOD OF PERFORMANCE
*	\$	\$	

(b) The parties contemplate that the Government will allot additional amounts to this contract from time to time for the incrementally funded CLINs/SLINs by unilateral contract modification, and any such modification shall state separately the amount(s) allotted for cost, the amount(s) allotted for fee, the CLINs/SLINs covered thereby, and the period of performance which the amount(s) are expected to cover.

(c) CLINs/SLINs \_\_\_\_\_\* are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20).

(d) The Contractor shall segregate costs for the performance of incrementally funded CLINs/SLINs from the costs of performance of fully funded CLINs/SLINs.

\* to be completed at time of award/modification

### NAVSEA 5252.242-9115 TECHNICAL INSTRUCTIONS (APRIL 1999)

(a) Performance of the work hereunder may be subject to written technical instructions signed by the Contracting Officer's Representative specified in Section G of this contract. As used herein, technical instructions are defined to include the following:

(1) Directions to the Contractor which suggest pursuit of certain lines of inquiry, shift work emphasis, fill in details or otherwise serve to accomplish the contractual statement of work.

(2) Guidelines to the Contractor which assist in the interpretation of drawings, specifications or technical portions of work description.

(b) Technical instructions must be within the general scope of work stated in the contract. Technical instructions may not be used to: (1) assign additional work under the contract; (2) direct a change as defined in the "CHANGES" clause of this contract; (3) increase or decrease the contract price or estimated contract amount (including fee), as applicable, the level of effort, or the time required for contract performance; or (4) change any of the terms, conditions or specifications of the contract.

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the contract or is inconsistent with this requirement, the Contractor shall notify the Contracting Officer in writing within ten (10) working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction unless and until the Contractor is notified by the Contracting Officer that the technical instruction is within the scope of this contract.

(d) Nothing in the foregoing paragraph shall be construed to excuse the Contractor from performing that portion of the contractual work statement which is not affected by the disputed technical instruction.

### 252.245-7000 GOVERNMENT-FURNISHED MAPPING, CHARTING, AND GEODESY PROPERTY

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**(APR 2012)**

(a) *Definition.* “Mapping, charting, and geodesy (MC&G) property” means geodetic, geomagnetic, gravimetric, aeronautical, topographic, hydrographic, cultural, and toponymic data presented in the form of topographic, planimetric, relief, or thematic maps and graphics; nautical and aeronautical charts and publications; and in simulated, photographic, digital, or computerized formats.

(b) The Contractor shall not duplicate, copy, or otherwise reproduce MC&G property for purposes other than those necessary for performance of the contract.

(c) At the completion of performance of the contract, the Contractor, as directed by the Contracting Officer, shall either destroy or return to the Government all Government-furnished MC&G property not consumed in the performance of this contract.

**NAVSEA 5252.216-9122 LEVEL OF EFFORT – ALTERNATE 1 (MAY 2010)**

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in Sections B and C of this contract. The total level of effort for the performance of this contract shall be 187,940 total man-hours of direct labor, including subcontractor direct labor for those subcontractors specifically identified in the Contractor's proposal as having hours included in the proposed level of effort (does not include surge CLINS).

(b) Of the total man-hours of direct labor set forth above, it is estimated that **0** man-hours are uncompensated effort.

Uncompensated effort is defined as hours provided by personnel in excess of 40 hours per week without additional compensation for such excess work. All other effort is defined as compensated effort. If no effort is indicated in the first sentence of this paragraph, uncompensated effort performed by the Contractor shall not be counted in fulfillment of the level of effort obligations under this contract.

(c) Effort performed in fulfilling the total level of effort obligations specified above shall only include effort performed in direct support of this contract and shall not include time and effort expended on such things as (local travel to and from an employee's usual work location), uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at an employee's residence or other non-work locations (except as provided in paragraph (i) below), or other time and effort which does not have a specific and direct contribution to the tasks described in Sections B and C.

(d) The level of effort for this contract shall be expended at an average rate of approximately 723 hours per week. It is understood and agreed that the rate of man-hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total man-hours of effort prior to the expiration of the term hereof, except as provided in the following paragraph.

(e) If, during the term hereof, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total man hours of effort specified above would be used prior to the expiration of the term, the Contractor shall notify the Contracting Officer in writing setting forth the acceleration required, the probable benefits which would result, and an offer to undertake the acceleration at no increase in the estimated cost or fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fee, for continuation of the work until expiration of the term hereof. The offer shall provide that the work proposed will be subject to the terms and conditions of this contract and any additions or changes required by then current law, regulations, or directives, and that the offer, with a written notice of acceptance by the Contracting Officer, shall constitute a binding contract. The Contractor shall not accelerate any effort until receipt of such written approval by the Contracting Officer. Any agreement to accelerate will be formalized by contract modification.

(f) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total man-hours of effort specified in paragraph (a) above would be used prior to the expiration of the term. This order shall specify the acceleration required and the resulting revised term. The Contractor shall acknowledge this order within five days of receipt.

(g) The Contractor shall provide and maintain an accounting system, acceptable to the Administrative Contracting Officer and the Defense Contract Audit Agency (DCAA), which collects costs incurred and effort (compensated and uncompensated, if any) provided in fulfillment of the level of effort obligations of this contract. The Contractor shall

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indicate on each invoice the total level of effort claimed during the period covered by the invoice, separately identifying compensated effort and uncompensated effort, if any.

(h) Within 45 days after completion of the work under each separately identified period of performance hereunder, the Contractor shall submit the following information in writing to the Contracting Officer with copies to the cognizant Contract Administration Office and to the DCAA office to which vouchers are submitted: (1) the total number of man-hours of direct labor expended during the applicable period; (2) a breakdown of this total showing the number of man-hours expended in each direct labor classification and associated direct and indirect costs; (3) a breakdown of other costs incurred; and (4) the Contractor's estimate of the total allowable cost incurred under the contract for the period. Within 45 days after completion of the work under the contract, the Contractor shall submit, in addition, in the case of a cost underrun; (5) the amount by which the estimated cost of this contract may be reduced to recover excess funds. All submissions shall include subcontractor information.

(i) Unless the Contracting Officer determines that alternative worksite arrangements are detrimental to contract performance, the Contractor may perform up to 10% of the hours at an alternative worksite, provided the Contractor has a company-approved alternative worksite plan. The primary worksite is the traditional "main office" worksite. An alternative worksite means an employee's residence or a telecommuting center. A telecommuting center is a geographically convenient office setting as an alternative to an employee's main office. The Government reserves the right to review the Contractor's alternative worksite plan. In the event performance becomes unacceptable, the Contractor will be prohibited from counting the hours performed at the alternative worksite in fulfilling the total level of effort obligations of the contract. Regardless of work location, all contract terms and conditions, including security requirements and labor laws, remain in effect. The Government shall not incur any additional cost nor provide additional equipment for contract performance as a result of the Contractor's election to implement an alternative worksite plan.

(j) Notwithstanding any of the provisions in the above paragraphs and subject to the LIMITATION OF FUNDS or LIMITATION OF COST clauses, as applicable, the period of performance may be extended and the estimated cost may be increased in order to permit the Contractor to provide all of the man-hours listed in paragraph (a) above. The contractor shall continue to be paid fee for each man-hour performed in accordance with the terms of the contract.

#### **AWARD TERM CLAUSE**

This Task Order (TO) will have a base period of one (1) year followed by two (2) one-year option periods, followed by two (2) one-year award term periods for a total of five (5) years, if all options and awards are exercised.

In addition to the terms set forth in the Task Order (TO), the contractor may earn an extension or reduction to the TO length on the basis of performance against the predetermined criteria during the award term evaluation periods.

The time specified for period of evaluation will ensure the Government has sufficient time to solicit and award a new TO, should the contractor not earn an Award Term (AT). The contractor will be evaluated for the first 24 months of performance, with award term extensions beginning after the third full year of performance. There will be two (2) total evaluations, as noted in **Table-1** below.

<b>Evaluation Number</b>	<b>Evaluation Performed (Months)</b>	<b>Points Earned</b>	<b>Base Year (BY), Option Year (OY), and Award Term (AT) Earned</b>
1	24	-	BY 1 and OYs 1 & 2
		24 - 40	BY 1 and OYs 1 & 2 and AT 1
2	36	32 - 40	BY 1 and OYs 1 & 2 and ATs 1 & 2

*Note: Evaluations will be performed 24 months from date of award, and 12 months thereafter.*

The contractor can earn a minimum of 6 points and a maximum of 40 points per evaluation period. Each evaluation period will be separate from the others. Points earned in one evaluation period will not be counted towards the cumulative points of the next evaluation period. The first evaluation period will be from date of award through 24 months following the date of award, with a subsequent evaluation conducted 12 months thereafter.

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### **Evaluation Period 1**

If the contractor scores less than 24 points (e.g., 6 points to 23 points) for performance during the first 24 months of the TO, AT 1 (Year 4) will not be awarded, and the TO will end at the conclusion of OY 2 (Year 3).

If the contractor scores between 24 points and 40 points for performance during the first 24 months of the TO, AT 1 (Year 4) will be awarded, and the TO will end at the conclusion of AT1 (Year 4), unless the contractor earns AT 2 (Year 5).

### **Evaluation Period 2**

If the contractor scores less than 32 points (e.g., 6 points to 31 points) for performance during the 12-month period beginning the 25th month through the 36th month of the TO, AT 2 (Year 5) will not be awarded, and the TO will end at the conclusion of AT 1 (Year 4).

If the contractor scores between 32 points and 40 points for performance during the 12-month period beginning the 25th month following award of the TO through the 36th month of the TO, AT 2 (Year 5) will be awarded, and the TO will end at the conclusion of AT 2 (Year 5).

(a) **Award Term.** The award-term concept is an incentive that permits extension of the TO period beyond the base Period of Performance (PoP) for superior performance or reduction of the TO PoP because of poor performance.

(b) **Term Points.** Points are earned during each evaluation period on the basis of the contractor's performance. The contractor must earn a minimum of 24 points in the first evaluation period, a minimum of 32 points in the second evaluation period for an additional term extension. If the contractor earns less than 24 points in the first evaluation period, they will not be awarded AT 1.

(c) **Monitoring of Performance.** The contractor's performance will be continually monitored by the Performance Monitors (PO)/Requiring Technical Activity (RTA) whose findings are reported to the Award-Term Evaluation Team (ATET). The ATET provides recommendations to the Term Determining Official (TDO), who makes the final decision on the award-term amounts on the basis of the contractor's performance during the specified evaluation periods.

(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 TO 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 KO, 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 5 pages. It will be used in the ATET'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 TO period may be modified to reflect the TDO decision. The total TO ordering period, including extensions under this clause, will not exceed 5 years, or the time remaining on the contractor's SeaPort-e contract, including exercised award-terms. 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.

## **AWARD TERM PLAN**

### **1.0 INTRODUCTION**

Award-term contracting is a tool used to promote efficient, quality contractor performance. Award-term contracting

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should be used when there are specific performance metrics which can be identified and known objectives can be measured.

The award-term process should be used when a long-term business relationship is of value to the Government and the contractor, and the expected outcome is known upfront.

The Award-Term Plan as found as an attachment in Section J sets the basis for evaluating the contractor's performance and for presenting an assessment of that performance to the Term-Determining Official (TDO).

All decisions regarding the award-term points, the methodology used to calculate award-term points, the contractor's entitlement to the points and the nature and success of the contractor's performance are final and are not subject to dispute. The award term, if earned, will be provided to the contractor through unilateral contract modification.

The specific criteria and procedures that will be used to assess the contractor's performance and for determining if additional award-terms are earned is as described herein:

## 2.0 ORGANIZATION

The award-term evaluation team consists of the term-determining official (TDO), the Contracting Officer's Representative (COR) requesting technical activity/performance monitors (RTA) and the contracting officer (KO).

## 3.0 RESPONSIBILITIES

a) **Term-Determining Official (TDO).** The TDO will be the division manager of the code for which the requirement is supporting. The TDO shall approve the award-term plan and any significant changes to it. The TDO is responsible for review of the COR's recommendation, shall consider all pertinent data, and determine the award-term points for each evaluation period.

b) **Contracting Officer's Representative (COR).** The COR is responsible for obtaining and reviewing performance evaluations submitted by the performance monitors and the contractor's self-evaluation. The COR shall consider all information from pertinent sources, shall prepare an interim performance report and arrive at the earned award-term point recommendation, to be presented to the TDO. An initial assessment of the contractor's performance will be done at the conclusion of the first 24 months of performance, with a subsequent evaluation being conducted a year thereafter. The COR may suggest recommended changes to the award term plan, which will be considered by the TDO for incorporation or modification into the plan.

c) **Performance Monitors (PO)/Requiring Technical Activity (RTA).** PO(s) will be responsible for maintaining written records of the contractor's performance in their assigned evaluation area so that a fair and accurate evaluation is obtained. The PO may provide informal feedback of contractor performance at anytime, but must prepare written interim and end-of-term evaluation reports as directed by the COR.

d) **Contracting Officer (KO).** The KO is responsible for overseeing the contractor's performance with regards to all contractual issues. The KO is the liaison between the contractor and government personnel. The KO may issue a written notice to the contractor when areas of performance present government concern. The KO shall approve any changes to the award-term plan. Subsequent to the TDO decision, the KO will modify the task order period of performance (PoP), if necessary, to reflect the TDO's decision.

## 4.0 AWARD-TERM PROCESS

a) **Evaluation Points.** Points are awarded during each evaluation period of the TO on the basis of how the contractor has performed against the predetermined criteria. The TO period is then extended or reduced to reflect this assessment. The time specified for period of evaluation will ensure the Government has sufficient time to solicit and award a new TO, should the contractor not earn an Award Term (AT). The contractor must score between 24 points and 40 points for performance during the first 24 months of the basic order period to secure AT 1. The contractor must score between 32 points and 40 points for performance during the 12-month period beginning the 25th month following award of the TO through the 36th month of the TO to secure AT 2.

b) **Evaluation Criteria.** If the KO does not give specific notice in writing to the contractor of any change to the evaluation criteria prior to the start of a new evaluation period, then the same criteria listed for the preceding period

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will be used in the following award-term evaluation period.

c) **Interim Evaluation Process.** An Interim evaluation will be conducted at the conclusion of the first six months of performance for the base period. At the discretion of the TDO, Interim evaluations may take place more frequently. The COR will notify the performance monitors 14 calendar days before the midpoint of the evaluation period. Performance monitors are required to submit their evaluation reports to the COR 21 calendar days after this notification. The COR determines the evaluation results and notifies the contractor of the strengths and weaknesses for the current evaluation period. The KO may also issue letters at any other time when it is deemed necessary to highlight areas of government concern.

d) **End-of-Evaluation-Period.** The COR notifies the performance monitors 14 calendar days before the end of the evaluation period. The performance monitors prepare and submit a written evaluation report to the COR within 14 calendar days after the end of the evaluation period. The COR forwards copies of the reports to the contractor.

The contractor is given an opportunity to address the performance monitor's evaluations. Contractor rebuttal must be received within 20 days after the end of the evaluation period. The contractor must prepare a self-evaluation of their performance and submit it to the KO within 5 working days after the end of the evaluation period. The contractor's evaluation may contain any information that could be reasonably expected to assist in determining the final performance assessment score. The self-evaluation may not exceed 5 pages. The COR prepares an evaluation report and recommendation regarding earned or unearned award-term points. The COR briefs the TDO on the evaluation results and recommendation within 30 calendar days after the end of the evaluation period. The TDO determines the overall award-term points for the evaluation period within 45 calendar days after each evaluation period. The TDO shall issue a letter informing the contractor of the earned award-term points and the total cumulative points. If sufficient award term-points are earned, the KO will issue a contract modification within 15 calendar days after the TDO's decision has been made. The modification will authorize an award extension or reduction based on the earned or unearned award-term points.

## **5.0 AWARD-TERM PLAN CHANGE PROCEDURES**

Proposed changes to the award-term plan shall be bilateral. If either party desires a change to the award-term plan and a mutual agreement cannot be reached, the original award-term plan will remain in effect.

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## SECTION I CONTRACT CLAUSES

### CLAUSES INCORPORATED BY REFERENCE

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): <http://www.farsite.hill.af.mil/>

52.222-19 CHILD LABOR - COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2014)  
**52.222-41 Service Contract Labor Standards**  
52.223-5 Pollution Prevention and Right-to-Know Information (May 2011)  
52.223-10 Waste Reduction Program (May 2011)  
52.232-39 cLAUSE FOR UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS (JUN 2013)  
52.232-40 Accelerated Payments to Small Business Subcontractors (DEC 2013)  
52.237-2 Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)  
252.204-7005 Oral Attestation of Security Responsibilities (Nov 2001)  
252.204-7012 safeguarding OF UNCLASSIFIED CONTROLLED TECHNICAL INFORMATION  
252.223-7006 PROHIBITION ON STORAGE, TREATMENT, AND DISPOSAL OF TOXIC HAZARDOUS MATERIALS (SEP 2014)  
252.244-7001 Contractor Purchasing System Administration (May 2014)

09RA 52.217-9 -- Option to Extend the Term of the Contract. (mar 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

52.217-8 - OPTION TO EXTEND SERVICE (NOV 1999)

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

### **FAR 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000) (NAVSEA VARIATION) (SEP 2009)**

(a) The Government may extend the term of this contract by written notice(s) to the Contractor within the periods specified below. If more than one option exists the Government has the right to unilaterally exercise any such option whether or not it has exercised other options.

#### ITEM(S) LATEST OPTION EXERCISE DATE

CLIN 7200 & 7100 No later than 12 months after the TO Award date.  
CLIN 7400 & 7300 No later than 24 months after the TO Award date.  
CLIN 7600 & 7500 No later than 36 months after the TO Award date.  
CLIN 7800 & 7700 No later than 48 months after the TO Award date.  
CLIN 7900 No later than 60 months after the TO Award date.

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CLIN 9200 & 9100 No later than 12 months after the TO Award date.  
 CLIN 9400 & 9300 No later than 24 months after the TO Award date.  
 CLIN 9600 & 9500 No later than 36 months after the TO Award date.  
 CLIN 9800 & 9700 No later than 48 months after the TO Award date.  
 CLIN 9900 No later than 60 months after the TO Award date.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any option(s) under this clause, shall not exceed three (3) years, however, in accordance with paragraph (g) of the requirement of this contract entitled "LEVEL OF EFFORT" (NAVSEA 5252.216-9122), if the total manhours delineated in paragraph (a) of the LEVEL OF EFFORT requirement, have not been expended within the period specified above, the Government may require the Contractor to continue to perform the work until the total number of manhours specified in paragraph (a) of the aforementioned requirement have been expended.

#### **52.222-2 PAYMENT FOR OVERTIME PREMIUMS (JUL 1990)**

(a) The use of overtime is authorized under this contract if the overtime premium does not exceed **\$129,558.00** or the overtime premium is paid for work --

- (1) Necessary to cope with emergencies such as those resulting from accidents, natural disasters, breakdowns of production equipment, or occasional production bottlenecks of a sporadic nature;
- (2) By indirect-labor employees such as those performing duties in connection with administration, protection, transportation, maintenance, standby plant protection, operation of utilities, or accounting;
- (3) To perform tests, industrial processes, laboratory procedures, loading or unloading of transportation conveyances, and operations in flight or afloat that are continuous in nature and cannot reasonably be interrupted or completed otherwise; or
- (4) That will result in lower overall costs to the Government.

(b) Any request for estimated overtime premiums that exceeds the amount specified above shall include all estimated overtime for contract completion and shall --

- (1) Identify the work unit; e.g., department or section in which the requested overtime will be used, together with present workload, staffing, and other data of the affected unit sufficient to permit the Contracting Officer to evaluate the necessity for the overtime;
- (2) Demonstrate the effect that denial of the request will have on the contract delivery or performance schedule;
- (3) Identify the extent to which approval of overtime would affect the performance or payments in connection with other Government contracts, together with identification of each affected contract; and
- (4) Provide reasons why the required work cannot be performed by using multishift operations or by employing additional personnel.

#### **52.244-2 SUBCONTRACTS (OCT 2010)**

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

“Approved purchasing system” means a Contractor’s purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulation (FAR)

“Consent to subcontract” means the Contracting Officer’s written consent for the Contractor to enter into a particular



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subcontract.

“Subcontract” means any contract, as defined in FAR Subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contract or a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

(b) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (c) or (d) of this clause.

(c) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that-

(1) Is of the cost-reimbursement, time-and-materials, or labor-hour type; or

(2) Is fixed-price and exceeds—

(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.

(d) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer’s written consent before placing the following subcontracts:

**CONTRACTS WITH ANY FIRM NOT INCLUDED WITH THE BASIC CONTRACT PROPOSAL. FOR ADDING TEAM MEMBERS TO THE TASK ORDER**

**AFTER AWARD, THE TASK ORDER CONTRACTING OFFICER’S APPROVAL IS REQUIRED. THE TASK ORDER CONTRACTING OFFICER WILL DETERMINE THE DOCUMENTATION TO BE SUBMITTED BY THE CONTRACTOR FOR APPROVAL.**

(e)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (b), (c), or (d) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor’s current, complete, and accurate certified cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

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(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting -

(A) The principal elements of the subcontract price negotiations;

(B) The most significant considerations controlling establishment of initial or revised prices;

(C) The reason certified cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's certified cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's certified cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(2) The Contractor is not required to notify the Contracting Officer in advance of entering into any subcontract for which consent is not required under paragraph (b), (c), or (d) of this clause.

(f) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination -

(1) Of the acceptability of any subcontract terms or conditions;

(2) Of the allowability of any cost under this contract; or

(3) To relieve the Contractor of any responsibility for performing this contract.

(g) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-a-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

(h) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(i) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR Subpart 44.3.

(j) Paragraphs (c) and (e) of this clause do not apply to the following subcontracts, which were evaluated during negotiations:

**252.215-7008 Only One Offer (JUN 2012)**

(a) The provision at FAR 52.215-20, Requirements for Certified Cost or Pricing Data and Data other Than Certified Cost or Pricing Data, with any alternate included in this solicitation, does not take effect unless the Contracting Officer notifies the offeror that—

(1) Only one offer was received; and

(2) Additional cost or pricing data is required in order to determine whether the price is fair and reasonable or to comply with the statutory requirement for certified cost or pricing data (10 U.S.C. 2306a and FAR 15.403-3).

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(b) Upon such notification, the offeror agrees, by submission of its offer, to provide any data requested by the Contracting Officer in accordance with FAR 52.215-20.

(c) If negotiations are conducted, the negotiated price should not exceed the offered price.

(End of provision)

**FAR 52.216-10 INCENTIVE FEE (Jun 2011)**

(a) General. The Government shall pay the Contractor for performing this contract a fee determined as provided in this contract.

(b) Target cost and target fee. The target cost and target fee specified in the Schedule are subject to adjustment if the contract is modified in accordance with paragraph (d) of this clause.

(1) "Target cost," as used in this contract, means the estimated cost of this contract as initially negotiated, adjusted in accordance with paragraph (d) of this clause.

(2) "Target fee," as used in this contract, means the fee initially negotiated on the assumption that this contract would be performed for a cost equal to the estimated cost initially negotiated, adjusted in accordance with paragraph (d) below.

(c) Withholding of payment.

(1) Normally, the Government shall pay the fee to the Contractor as specified in the Schedule. However, when the Contracting Officer considers that performance or cost indicates that the Contractor will not achieve target, the Government shall pay on the basis of an appropriate lesser fee. When the Contractor demonstrates that performance or cost clearly indicates that the Contractor will earn a fee significantly above the target fee, the Government may, at the sole discretion of the Contracting Officer, pay on the basis of an appropriate higher fee.

(2) Payment of the incentive fee shall be made as specified in the Schedule; provided that the Contracting Officer withholds a reserve not to exceed 15 percent of the applicable fee or \$100,000, whichever is less. The Contracting Officer shall release 75 percent of all fee withholds under this contract after receipt of an adequate certified final indirect cost rate proposal covering the year of physical completion of this contract, provided the Contractor has satisfied all other contract terms and conditions, including the submission of the final patent and royalty reports, and is not delinquent in submitting final vouchers on prior years' settlements. The Contracting Officer may release up to 90 percent of the fee withholds under this contract based on the Contractor's past performance related to the submission and settlement of final indirect cost rate proposals.

(d) Equitable adjustments. When the work under this contract is increased or decreased by a modification to this contract or when any equitable adjustment in the target cost is authorized under any other clause, equitable adjustments in the target cost, target fee, minimum fee, and maximum fee, as appropriate, shall be stated in a supplemental agreement to this contract.

(e) Fee payable.

(1) The fee payable under this contract shall be the target fee increased by 40 cents (\$0.40) for every dollar that the total allowable cost is less than the target cost or decreased by 40 cents (\$0.40) for every dollar that the total allowable cost exceeds the target cost. In no event shall the fee be greater than eight percent (8%) or less than one percent (1.00%) of the target cost.

(2) The fee shall be subject to adjustment, to the extent provided in paragraph (d) of this clause, and within the minimum and maximum fee limitations in paragraph (e)(1) of this clause, when the total allowable cost is increased or decreased as a consequence of --

(i) Payments made under assignments; or

(ii) Claims excepted from the release as required by paragraph (h)(2) of the Allowable Cost and Payment clause.

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(3) If this contract is terminated in its entirety, the portion of the target fee payable shall not be subject to an increase or decrease as provided in this paragraph. The termination shall be accomplished in accordance with other applicable clauses of this contract.

(4) For the purpose of fee adjustment, "total allowable cost" shall not include allowable costs arising out of --

(i) Any of the causes covered by the Excusable Delays clause to the extent that they are beyond the control and without the fault or negligence of the Contractor or any subcontractor;

(ii) The taking effect, after negotiating the target cost, of a statute, court decision, written ruling, or regulation that results in the Contractor's being required to pay or bear the burden of any tax or duty or rate increase in a tax or duty;

(iii) Any direct cost attributed to the Contractor's involvement in litigation as required by the Contracting Officer pursuant to a clause of this contract, including furnishing evidence and information requested pursuant to the Notice and Assistance Regarding Patent and Copyright Infringement clause;

(iv) The purchase and maintenance of additional insurance not in the target cost and required by the Contracting Officer, or claims for reimbursement for liabilities to third persons pursuant to the Insurance Liability to Third Persons clause;

(v) Any claim, loss, or damage resulting from a risk for which the Contractor has been relieved of liability by the Government Property clause; or

(vi) Any claim, loss, or damage resulting from a risk defined in the contract as unusually hazardous or as a nuclear risk and against which the Government has expressly agreed to indemnify the Contractor.

(5) All other allowable costs are included in "total allowable cost" for fee adjustment in accordance with this paragraph (e), unless otherwise specifically provided in this contract.

(f) Contract modification. The total allowable cost and the adjusted fee determined as provided in this clause shall be evidenced by a modification to this contract signed by the Contractor and Contracting Officer.

(g) Inconsistencies. In the event of any language inconsistencies between this clause and provisioning documents or Government options under this contract, compensation for spare parts or other supplies and services ordered under such documents shall be determined in accordance with this clause.

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## **SECTION J LIST OF ATTACHMENTS**

Exhibit A - Contract Data Requirements List, DD Form 1423

Attachment 1 - Contract Security Classification Specification, DD Form 254

Wage\_Determination\_15-2183\_Rev-1

Attachment 3 Quality Assurance Surveillance Plan (QASP)

Attachment 4 Award Term Rating Plan

Attachment 5 Surge Example

Attachment 7 ROM Template

Attachment 8 Sample TI-1

Attachment 9 Sample TI-2

Attachment 10 Subcontractor Cost Summary Format

Attachment 11 Prime Offeror Cost Summary Format

Attachment 12 Pre-award Survey (SF 1408)

Attachment 13 Staffing Plan Template

Attachment 14 Scheduled GFP Form

Attachment 15 - GFI Form

Attachment 6 - Government LOE Estimate