

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
U

PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO.
10

3. EFFECTIVE DATE
07-Aug-2015

4. REQUISITION/PURCHASE REQ. NO.
1300471584

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

6. ISSUED BY CODE

N00014

7. ADMINISTERED BY (If other than Item 6) CODE

S2404A

Office of Naval Research
875 N. Randolph St
Arlington VA 22203-1995
kara.stith@navy.mil 703-696-4324

DCMA Manassas
14501 George Carter Way
Chantilly VA 20151

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

Information Planning Associates, Inc.
5203 Leesburg Pike, #505
Falls Church VA 22041-3404

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

N00178-05-D-4371-EE01

10B. DATED (SEE ITEM 13)

01-Mar-2011

CAGE CODE
2D732

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

SEE SECTION G

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

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.)SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) Far 52.242-22

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

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

SEE PAGE 2

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

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

Kara Stith, Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY /s/Kara Stith

(Signature of Contracting Officer)

07-Aug-2015

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (Rev. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

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GENERAL INFORMATION

The purpose of this modification is to:

1. incrementally fund CLIN 4400(ACRN AJ) in the amount of \$50,000.00.
2. Update Section G, 1.3 Allotment of Funds.

All other terms and conditions will remain unchanged.

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

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$2,776,077.00 by \$50,000.00 to \$2,826,077.00.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
440003	RDT&E	0.00	50,000.00	50,000.00

The total value of the order is hereby increased from \$3,165,771.00 by \$0.00 to \$3,165,771.00.

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

CLIN/SLIN	From	To
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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
4000	R408	Base Period: Support Service for the Office of Naval Research for the Comptroller's Office (08) (RDT&E)	7360.0	LH	\$548,476.00	\$38,393.00	\$586,869.00
400001	R408	(RDT&E)					
400002	R408	(RDT&E)					
400003	R408	(RDT&E)					
4001	R408	Base Period Option: Junior Programmer for Navy ERP (RDT&E) Option	1840.0	LH	\$93,555.00	\$6,549.00	\$100,104.00
4100	R408	Option Period I (EXERCISED): Support Service for the Office of Naval Research for the Comptroller's Office (08) (RDT&E)	7360.0	LH	\$564,931.00	\$39,545.00	\$604,476.00
410001	R408	Funding for CLIN 4100 (RDT&E)					
410002	R408	Incremental funding for CLIN 4100 (RDT&E)					
4101	R408	Option Period I Option: Junior Programmer for Navy ERP (RDT&E) Option	1840.0	LH	\$96,362.00	\$6,745.00	\$103,107.00
4200	R408	Option Period II (EXERCISED): Support Service for the Office of Naval Research for the Comptroller's Office (08) (RDT&E)	7360.0	LH	\$581,879.00	\$40,732.00	\$622,611.00
420001	R408	Incremental funding for CLIN 4200 (RDT&E)					
420002	R408	Incremental funding for CLIN 4200 (RDT&E)					
4201	R408	Option Period II Option: Junior Programmer for Navy ERP (RDT&E) Option	1840.0	LH	\$99,253.00	\$6,948.00	\$106,201.00
4300	R408	Option Period III (EXERCISED): Support Service for the Office of Naval Research for the Comptroller's Office (08) (RDT&E)	7360.0	LH	\$599,335.00	\$41,953.00	\$641,288.00
430001	R408	Incremental Funding for CLIN 4300 \$530,000 (RDT&E)					

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Item	PSC	Supplies/Services	Qty	Unit	Est. Cost	Fixed Fee	CPFF
430002	R408	Incremental Funding for CLIN 4300 \$80,000 (RDT&E)					
4301	R408	Option Period III Option: Junior Programmer for Navy ERP (RDT&E) Option	1840.0	LH	\$102,231.00	\$7,156.00	\$109,387.00
4400	R408	Option Period IV (EXERCISED): Support Service for the Office of Naval Research for the Comptroller's Office (08) (RDT&E)	7360.0	LH	\$617,315.00	\$43,212.00	\$660,527.00
440001	R408	Incremental Funding for CLIN 4400 \$250,000 (RDT&E)					
440002	R408	Incremental Funding for CLIN 4400 \$300,000 (RDT&E)					
440003	R408	Incremental Funding for CLIN 4400 \$50,000 (RDT&E)					
4401	R408	Option Period IV Period: Junior Programmer for Navy ERP (RDT&E) Option	1840.0	LH	\$105,298.00	\$7,371.00	\$112,669.00

For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
6000	R408	Base Period (12 Months) - Other Direct Costs Not-to-Exceed CLIN associated with Support Service for the Office of Naval Research for the Comptroller's Office (08) CLIN 4000 (RDT&E)	1.0	LO	\$10,000.00
600001	R408	(RDT&E)			
600002	R408	(RDT&E)			
6100	R408	Option I Period (12 Months) (EXERCISED) - Other Direct Costs Not-to-Exceed CLIN associated with Support Service for the Office of Naval Research for the Comptroller's Office (08) CLIN 4100 (RDT&E)	1.0	LO	\$10,000.00
610001	R408	Funding for CLIN 6100 (RDT&E)			
6200	R408	Option II Period (EXERCISED) (12 Months) - Other Direct Costs Not-to-Exceed CLIN associated with Support Service for the Office of Naval Research for the Comptroller's Office (08) CLIN 4200 (RDT&E)	1.0	LO	\$10,000.00
6300	R408	Option III Period (12 Months) (EXERCISED) - Other Direct Costs Not-to-Exceed CLIN associated with Support Service for the Office of Naval Research for the Comptroller's Office (08) CLIN 4300 (RDT&E)	1.0	LO	\$10,000.00
6400	R408	Option IV Period (12 Months) (EXERCISED) - Other Direct Costs Not-to-Exceed CLIN associated with Support Service for the Office of Naval Research for the Comptroller's Office (08) CLIN 4400	1.0	LO	\$10,000.00

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Item PSC Supplies/Services

Qty Unit Est. Cost

(RDT&E)

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Information Technology Support Service for the Comptroller's Office

1.0 Background

The Comptroller's Office (Code 08) is responsible for budgeting, accounting, and managerial and fiduciary reporting for the Department of the Navy (DON) Science and Technology (S&T) Program and other funding directly controlled by the Office of Naval Research (ONR). The Comptroller's Office also has broad responsibilities for budgeting, reporting, and analysis for the DON Research Development Test and Evaluation (RDT&E) appropriation. In executing these responsibilities, the Comptroller's Office designs, develops, implements, and reviews accounting and budgeting systems for ONR, and will transition to operating under an enterprise-wide financial system. The purpose of this acquisition is to provide the Office of Naval Research Comptroller's Office with Information Technology (IT) support services.

2.0 Statement of Work

2.1 Objective

The purpose of this effort is to provide support to supplement Information Technology (IT) support provided to the ONR Comptroller's office. This support shall include information management, programming support for all phases of the Research, Development, Test, and Evaluation, Navy (RDT&E,N) budget formulation and execution process, and website and system design, development, documentation, and maintenance. It shall include the design, enhancement, maintenance and support of various software and web-based (intranet/internet) applications and databases in support of ONR business and financial management initiatives and objectives. The support will involve providing electronic data interchange support services between ONR management information systems and various Navy/DoD budget, accounting, and allocation systems.

2.2 Scope

The contractor shall provide supplemental IT support to the ONR Comptroller's Office by providing qualified personnel to perform, in conjunction with existing IT contractors, the following tasks:

- IT Program Support;
- Data Base Management and Software Support;
- Electronic Data Interchange Support;
- IT Support;
- Training Support; and
- IT System Documentation Support.

2.3 Technical Tasks/Requirements

The contractor shall provide the level of effort necessary and reasonable to accomplish the following tasks:

2.3.1 IT Program Support. The contractor shall provide support to the ONR Comptroller in the automation of budget and financial management reporting requirements. Automated tools developed by the contractor shall be designed in such a way that government personnel will be able to independently operate the systems with a reasonable amount of training and limited contractor involvement.

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The contractor's effort shall support the software design and development of various budget exhibits and other financial management reports. Development of reports requires importing and integrating external data files with ONR data bases and producing output reports to ONR management specifications.

The contractor's efforts shall involve the Naval Research Information System (NAVRIS) which is unique to ONR. External systems from which electronic data files are imported and used in the ONR financial reports include Standard Accounting and Reporting System (STARS) and Program Budget Information System (PBIS).

Examples of required IT Program support are:

- 1) Maintenance and evolution of R Exhibits Budget Justification Website;
- 2) Maintenance of Assistant Secretary of the Navy (ASN) for Research, Development and Acquisition (RDA) Below Threshold Reprogramming (BTR) Website;
- 3) Maintenance of Continuing Resolution Authority (CRA) Website;
- 4) Maintenance of ONR Apportionment Budget Website and Execution Reports;
- 5) Program Budget Decisions (PBD) Adjustments;
- 6) Development of Small Business Innovation Research (SBIR) Tax;
- 7) Maintenance of Science and Technology (S&T) Execution Status Report;
- 8) Data input and website maintenance for RDT&E,N funds to Navy Working Capital Fund Activities Report;
- 9) Data input for RDT&E,N funds to Non-Navy Working Capital Fund Activities Report;
- 10) Data input for Budget Object Classification Reporting;
- 11) Maintenance of ONR Comptroller Website Development;
- 12) Ad Hoc Graphics and Financial Management Reports as required by the ONR Comptroller;
- 13) Develop electronic tools for process improvement;
- 14) Data input and website maintenance for National Science Foundation Survey Reports for RDT&E,N and Missile Defense Agency;
- 15) Website maintenance for Maximum Reprogramming Limitation (MRL) Report;
- 16) Convert current web-based reporting tools and applications for interface with Navy Enterprise Resource Planning (ERP) maintaining capabilities currently available;
- 17) Analyze and determine financial status and workload management reporting gaps that will occur with ONR's conversion to Enterprise Resource Planning (ERP);
- 18) Develop new reporting tools and applications interfacing with ERP to fill the budget data, financial reporting and workload management gaps;
- 19) Develop back-up reporting capabilities for prior year financial reporting if data is not converted to ERP;
- 20) Analyze and determine budget support data gaps that will occur with ONR's conversion to ERP (National Science Foundation, Performer, R-32, RD-3A, etc.);
- 21) Continue development and support of XML reporting requirements for ONR's R budget exhibits;

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- 22) Common Access Card (CAC) enable Code 08 websites;
- 23) Ensure Code 08 websites are in compliance with Department of Defense Navy-Marine Corps Intranet (DoD/NMCI) Security/Information Assurance and any emergent new requirements; and
- 24) Convert ASP websites to .Net or the latest technology deemed appropriate by the Comptroller.

2.3.2 Database Management and Software Support. The contractor shall provide support to existing ONR Comptroller Automated Information Systems that include:

- 1) Database management and data backup, including reports on satisfactory testing and maintenance of systems databases.
- 2) Software programming to implement enhancements, including new or modified software applications, and reports on satisfactory testing and implementation for all systems enhancements.

2.3.3 Electronic Data Interchange Support. The contractor shall provide support and expertise in electronic data transmission to facilitate the exchange of data between the ONR Comptroller's Office and external sources. The contractor shall provide data exchange methodologies necessary to accomplish receipt and incorporation of external data files into the ONR Comptroller's financial reports and the means necessary to expedite the electronic dissemination of ONR data to external sources.

2.3.4 Information Technology (IT) Support. The contractor shall provide support to assist the ONR Comptroller's Office in the identification of problems and emerging information requirements; correlation of this information with existing system capabilities; development of alternative strategies; and implementation of approved changes within the scope of the level of effort prescribed under this acquisition. The services shall include, but are not limited to:

- 1) Attending the ONR Comptroller IT meetings to provide IT technical support and advice;
- 2) Identifying and documenting IT problems during the Navy budget cycles that impact existing hardware and software;
- 3) Developing alternative IT strategies;
- 4) Implementing approved IT changes within time frame agreed upon by the ONR Comptroller;
- 5) Ensuring requirements/development is fully compliant with Section 508 of the Rehabilitation Act; and
- 6) Working effectively and efficiently with Code 06 in the development of NAVRIS reports and developing the STARS data extract needed to accommodate the requirements of the command. Acts as the lead IT Point of Contact (POC) for the Comptroller.

2.3.5 Training Support. The contractor shall provide IT training to designated ONR Comptroller personnel on unique, internal financial management information systems, and other systems or software applications as developed or modified by

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the contractor. The contractor shall provide a full range of individualized training on the unique features of ONR financial management information systems from start up through proper exist of the system.

2.3.6 IT System Documentation Support. The contractor should provide documentation, and users guides, where appropriate, for all websites, databases, and systems developed.

2.4 Reports Data and Other Deliverables

2.4.1 Plan of Action and Milestones. The contractor will maintain a Plan of Action and Milestones (POA&M). The POA&M will detail work in process, points of contact(s) (POCS), completion dates, and percentage completed. Maintenance, format, and data content of the POA&M will be reviewed and accepted by the ONR Comptroller. The POA&M will be presented by the contractor to the ONR Comptroller on a monthly basis (or as requested by the ONR Comptroller or Contracting Officer Representative) and weekly to the IT Working Group.

2.4.2 Monthly Status and Financial Report. The monthly status report shall list all major activities performed, man-hours charged, total cost incurred for the month, whether or not there are any projected deviations to the performance, and schedule or budget for assigned tasks. The report shall be submitted by the first Friday of each month after task order award. Contractor format is acceptable and electronic submission is acceptable.

2.4.3 Quality Control Plan. The contractor is required to provide a Quality Control Plan detailing the quality control procedures and method, plan implementation, and plan evaluation. The Quality Control Plan should be submitted within sixty (60) days after task order award. Contractor format is acceptable and electronic submission is encouraged.

2.4.4 Other Reports as Required. The contractor is required to provide other reports as required. The type of report and the information to be provided in the report will be provided to the contractor by the ONR Comptroller or Contracting Officer Representative. The format of the report will be determined by the Government and contractor. Electronic submission is encouraged.

2.4.5 Final Report. Summarize the major accomplishments during the performance period as well as a summary of all the prior submitted monthly reports. Contractor format is acceptable and electronic submission is encouraged.

2.4.6 Accounting System Status Report. If the Contractor does NOT have an accounting system approved by the Defense Contract Audit Agency (DCAA) or another Federal Agency, the Contractor shall provide a quarterly report, for the first three (3) quarters, on the status of the Accounting System review. Nine (9) months after contract award, the Contractor must have an approved accounting system and no additional reports are required. Contractor format is acceptable. Electronic submission is encouraged. Once DCAA has determined that the Contractor has an approved accounting system, this report is no longer required.

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SECTION D PACKAGING AND MARKING

Packaging and marking shall be in accordance with Section D of the IDIQ contract.

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SECTION E INSPECTION AND ACCEPTANCE

Inspection and Acceptance of deliveries under this Task Order will be accomplished by the Task Order Manager/Contracting Officer's Representative listed in Section G, who shall have at least thirty (30) days after contractual delivery for acceptance.

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SECTION F DELIVERABLES OR PERFORMANCE

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

4000	3/1/2011 - 2/29/2012
4100	3/1/2012 - 2/28/2013
4200	3/1/2013 - 2/28/2014
4300	3/1/2014 - 2/28/2015
4400	3/1/2015 - 2/29/2016
6000	3/1/2011 - 2/28/2012
6100	3/1/2012 - 2/28/2013
6200	3/1/2013 - 2/28/2014
6300	3/1/2014 - 2/28/2015
6400	3/1/2015 - 2/29/2016

CLIN - DELIVERIES OR PERFORMANCE

1. The support services performed under the Base Period (CLIN 4000 and 6000), Option Period I (CLIN 4100 and CLIN 6100) and Option Period II (CLIN 4200 and CLIN 6200) shall be conducted from March 1, 2011 through February 28, 2014. The support services performed under Option Period III (4300 and 6300) shall be from the effective date of 1 Mar 2014 through 28 Feb 2015. The support services performed under Option Period IV (4400 and 6400) shall be from the effective date of 1 Mar 2015 through 28 Feb 2016.

2. If exercised, the support services performed under the Base Period Option (CLIN 4001) shall be from the date of option exercise through the end of the performance period of CLIN 4000.

3. RESERVED

4. If exercised, the support services performed under Option Period I Option (CLIN 4101) shall be from the effective date of option exercise though the end of the performance period of CLIN 4100.

5. RESERVED

6. If exercised, the support services performed under Option Period II Option (CLIN 4201) shall be from the effective date of option exercise though the end of the performance period of CLIN 4200.

7. RESERVED

8. If exercised, the support services performed under Option Period III Option (CLIN 4301) shall be from the effective date of option exercise though the end of the performance period of CLIN 4300.

9. If exercised, the support services performed under Option Period IV (4400 and 6400) shall be from the effective date of option exercise though twelve (12) months

10. If exercised, the support services performed under Option Period IV Option (CLIN 4401) shall be from the effective date of option exercise though the end of the performance period of CLIN 4400.

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11. Distribution, consignment and marking instructions for all reports listed in Section C, Statement of Work, shall be FOB Destination to the cognizant Task Order Manager/Contracting Officer's Representative listed in Section G.

12. Place of Performance

The majority of work will be performed at the Office of Naval Research. See further details in Order details within Section G.

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SECTION G CONTRACT ADMINISTRATION DATA

1. PAYMENT AND INVOICE INSTRUCTIONS (COST REIMBURSEMENT)

1.1 Submission of Invoices

PAYMENT AND INVOICE INSTRUCTIONS (COST TYPE)

All payments shall be made by funds transfers to the bank account registered in the Central Contractor Registration (CCR), <http://www.ccr.gov>. The Awardee agrees to maintain its registration in the CCR including information necessary to facilitate payment via Electronic Funds Transfer (EFT). Should a change in registry or other incident necessitate the payment to an account other than that maintained in CCR, it is the Awardee's responsibility to notify the Administrative Contracting Office (ACO) and obtain a modification to this Award reflecting the change. The Government shall not be held responsible for any misdirection or loss of payment which occurs as the result of an Awardee's failure to maintain correct/current EFT information within its CCR registration.

Wide Area Work Flow (WAWF) has been designated as the Department of Defense standard for electronic invoicing and payment. The Office of Naval Research will utilize the WAWF system. This web based system, located at <https://wawf.eb.mil>, provides the technology for government contractors and authorized Department of Defense (DoD) personnel to generate, capture and process receipt and payment-related documentation in a paperless environment. Payment Requests/Invoices for supplies/services rendered under this contract shall be submitted electronically through WAWF. Submission of hard copy DD250/invoices will no longer be accepted for payment.

It is recommended that all persons designated as CCR Electronic Business (EB) Points of Contact, and anyone responsible for submitting payment requests, use the online training system for WAWF at <http://wawftraining.com>. The Vendor, Group Administrator (GAM), and sections marked with an asterisk in the training system should be reviewed. Vendor Quick Reference Guides are also available at (http://acquisition.navy.mil/rda/home/acquisition_one_source/ebusiness/don_ebusiness_solutions/wawf_overview/vendor_information). The most useful guides are "Vendor Self Registration/Account Management" and "Cost Voucher".

To comply with the above initiative, the Awardee must register in WAWF and have the appropriate CAGE code activated. Your CCR EB Point of Contact is responsible for activating the CAGE code in WAWF by calling 1-866-618-5988. Once the CAGE Code is activated, the CCR EB Point of Contact will self-register in WAWF (<https://wawf.eb.mil>) and follow the instructions for a group administrator. After the CAGE Code is set-up on WAWF, any additional persons responsible for submitting payment requests must self-register in WAWF.

After self-registering and logging on to the WAWF system, click on the plus sign next to the word "Vendor" and then click on the "Create New Document" link. Enter the Contract Number (no dashes), Delivery Order (if applicable) and CAGE Code, and then hit Continue. (*Note - Some codes may automatically pre-populate in WAWF; if they do not, they should be entered manually.*)

-Enter the Pay DODAAC and hit Submit.

Pay DoDAAC: [Use the 6 character "PAYMENT WILL BE MADE BY" CODE on page one of the award document]

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Select the "Cost Voucher" invoice type within WAWF and hit Continue. This type of invoice fulfills any requirement for submission of the Material Inspection and Receiving Report, DD Form 250. Fill in the additional required information (if it has not been pre-populated) and hit Continue.

Issue Date: [Use the signed date of the award document]

IssueBy DoDAAC: [Use the 6 character "ISSUED BY" CODE on page one of the award document]

Admin DoDAAC: [Use the 6 character "ADMINISTERED BY" CODE on page one of the award document]

DCAA Auditor DoDAAC: [Look up via the AUDIT OFFICE LOCATOR at <http://www.dcaa.mil>. If you encounter any problems finding your cognizant audit office, write to dcaaweb@dcaa.mil or call ONR's DCAA liaison at (703) 696-2599]

Service Approver: [Use the 6 character "ADMINISTERED BY" CODE on page one of the award document]

LPO DoDAAC: [Use the 6 character "ADMINISTERED BY" CODE on page one of the award document] *(Note - this line is required only when the "PAYMENT WILL BE MADE BY" DODAAC is HQ0251 or begins with an 'N'; otherwise leave blank)*

Fill in all applicable information under each tab within the document. Back up documentation (5MB limit) can be included and attached to the invoice in WAWF under the "Misc Info" tab.

Take special care when you enter Line Item information - the Line Item tab is where you will detail your request for payment and material/services that were provided based upon the contract. Be sure to fill in the following two informational items exactly as they appear in the contract:

Item Number: If the contract schedule has more than one ACRN listed as sub items under the applicable Contract Line Item Number (CLIN), use the 6 character separately identified Sub Line Item Number (SLIN) (e.g. – 0001AA) or Informational SLIN (e.g. – 000101), otherwise use the 4 character CLIN (e.g. – 0001).

ACRN: Fill-in the applicable 2 alpha character ACRN that is associated with the SLIN or CLIN. (Note – DO NOT INVOICE FOR MORE THAN IS STILL AVAILABLE UNDER ANY ACRN).

After all required information is included, click on the "Create Document" button under the "Header" tab.

1.2 Payment of Allowable Costs and Fixed Fee

As consideration for the proper performance of the work and services required under this contract, the Contractor shall be paid as follows:

(a) Costs, as provided for under the contract clause entitled "Allowable Cost and Payment," shall not exceed the amount set forth as "Estimated Cost" in Section B, and is subject to the contract clause entitled "Limitation of Cost" or "Limitation of Funds" whichever is applicable.

(b) A fixed fee, in the amount set forth as 'Fixed Fee' in Section B, in accordance with the contract clause FAR 52.216-8 "Fixed Fee", shall be paid upon completion

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of the work and services required under this contract and upon final acceptance by the Contracting Officer. However, the Contractor, shall bill on each voucher the amount of the fee bearing the same percentage to the total fixed fee as the amount of cost billed bears to the total estimated cost not to exceed the amount set forth as "Fixed Fee" in Section B. The total fixed fee billed, shall not exceed the total fixed fee specified in Section B and is subject to the contract clause entitled "Limitation of Cost" or "Limitation of Funds" whichever applies.

(c) In accordance with FAR 52.216-8, "Fixed Fee", the Administrative Contracting Officer (ACO), in order to protect the Government's interest, shall withhold 10% of the fixed fee amount set forth in Section B or until a reserve is set aside in the amount of \$100,000.00, whichever is less. The ACO shall release 75% of the fixed fee reserve upon acceptance of deliverables identified in section F of this contract. The remaining 25% of the fixed fee reserve will be released after receipt of final rates, the contractor has satisfied all other contract terms and conditions, including the submission of final patent and royalty reports, and is not delinquent in submitting final vouchers of prior years' settlements.

1.3 Allotment of Funds

(a) It is hereby understood and agreed that this contract will not exceed a total amount of \$3,165,771; including an estimated cost of \$2,958,664 and a fixed fee of \$207,107.

(b) CLIN 4000 is fully funded.

(c) CLIN 6000 is fully funded.

(d) CLIN 4100 will not exceed a total amount of \$604,476, including an estimated cost of \$564,931 and a fixed fee of \$39,545. The total amount presently available for payment and allotted to CLIN 4100 of this contract is \$514,208, including an estimated cost of \$480,568 and a fixed fee of \$33,640. It is estimated that the amount allotted of \$514,208 will cover the period from February 29, 2012 through January 18, 2013.

(e) CLIN 6100 will not exceed a total amount of \$10,000 (no fixed fee). The total amount presently available for payment and allotted to CLIN 6100 is \$5,000. It is estimated that the amount allotted of \$5,000 will cover the period from February 29, 2012 through August 31, 2012.

(f) CLIN 4200 will not exceed a total amount of \$622,611, including an estimated cost of \$581,879 and a fixed fee of \$40,732. The total amount presently available for payment and allotted to CLIN 4200 of this contract is \$500,000, including an estimated cost of \$467,289 and a fixed fee of \$32,711. It is estimated that the amount allotted of \$500,000 will cover the period from February 28, 2013 to December 20, 2013.

(g) CLIN 6200 will not exceed a total amount of \$10,000 (no fixed fee). No funding provided.

(h) CLIN 4300 will not exceed a total amount of \$641,288, including an estimated cost of \$599,335 and a fixed fee of \$41,953. The total amount presently available for payment and allotted to CLIN 4300 of this contract is \$610,000, including an estimated cost of \$570,093.85 and a fixed fee of \$39,906.15. It is estimated that the amount allotted of \$610,000 will cover the period from 1 Mar 2014 to 1 Feb 2015.

(i) CLIN 6300 will not exceed a total amount of \$10,000 (no fixed fee). No funding

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currently provided.

(j) CLIN 4400 will not exceed a total amount of \$660,527, including an estimated cost of \$617,315 and a fixed fee of \$43,212. The total amount presently available for payment and allotted to CLIN 4400 of this contract is \$600,000, including an estimated cost of \$560,747.72 and a fixed fee of \$39,252.28. It is estimated that the amount allotted of \$600,000 will cover the period from 1 Mar 2015 to 1 Feb 2016.

(k) CLIN 6400 will not exceed a total amount of \$10,000 (no fixed fee). No funding currently provided.

2.0 Payment Instructions for CLINs W/Multiple ACRNs/Lines of Accounting

For all invoices submitted against CLINs with multiple Accounting Classification Reference Numbers (ACRNs), the billing shall be paid from the earliest Fiscal Year (FY) appropriation first (e.g., FYX0 funding shall be completely exhausted before any FYX1 funds are paid). In the event there are multiple ACRNs with the same FY of appropriation, billings shall be proportionally billed to all ACRNs for that FY in the same ratio that the ACRNs are obligated.

3.0 Order Details

3.1 Other Direct Costs (ODCs)

ODCs (including travel, supplies, etc.) will be reimbursed at cost plus G&A without profit or fee. Purchases of items (other than consumable materials or supplies) exceeding \$2,500 and all travel must be approved in advance by the Contracting Officer's Representative (COR). The total Travel/ODC amount is not to exceed \$10,000.00 per year.

This NTE amount should be proposed and included as part of the cost total (without profit or fee) in every proposal submitted under this solicitation.

3.1.1 Travel and Per Diem

Travel will be required to support this Statement of Work. In accordance with the contract requirements, direct costs associated with the Contractor's travel should not exceed the applicable rates found in the Joint Travel Regulations (JTR). All travel arrangements under the Contractor's responsibility include: clearance requests, hotel accommodations, travel orders, and visa/passport requirements, unless otherwise stated by the Government sponsor.

3.1.2 Other Direct Costs (Other than Travel and Per Diem)

ODCs may be required to fully support this task requirement. At this time, the specific items cannot be identified; however the ODC and Travel cost total cannot exceed the NTE amount stated in Section G, paragraph 3.1.

3.2 Government Furnished Resources (GFR)

The Government will provide information, material and forms unique to the Government for supporting the task. The Government furnished resources necessary to perform the statement of work should be identified and requested through the designated Contracting Officer's Representative (COR).

3.3 Place of Performance

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Work will be performed at the Office of Naval Research located in Arlington, Virginia. However, the Senior Systems Analyst (or equivalent) may work at a nearby offsite location within the vicinity of the Office of Naval Research.

3.3.1 Place of Performance and Facilities, Supplies and Services

Work will be performed at the Office of Naval Research and company site locations. All personnel are expected to work at the Office of Naval Research with the exception of the Senior Systems Analyst (or equivalent) who will work in the commuting distance of the Office of Naval Research.

Basic facilities such as work space and its associated operating requirements (i.e., phones, desks, and utilities) will be provided while working in Government facilities. The availability of any required computer resources while working in Government facilities should be verified in advance with the designated Contracting Officer's Representative (COR).

Parking facilities are not provided; however, several private (pay) parking facilities are located in the area. The ONR facility is within walking distance of the Ballston Metro Station. Monthly parking fees or any other type of transportation expenses (metro fare cards) for proposed personnel to commute to and from the place of performance should not be a direct charge to the Order.

3.4 Information

All Government unique information related to this requirement necessary for Contractor performance will be made available to the Contractor. The Contracting Officer's Representative (COR) will be the point of contact for identification of any required information to be supplied by the Government.

3.5 Documentation

All existing documentation relevant to this task's accomplishment will be made available to the contractor at the beginning of the task. The Contractor will be required to prepare documentation in accordance with defined guidelines provided by the Government.

3.6 Equipment

With the exception to the basic facility items noted Section G, paragraph 3.3.1 and in accordance with the general guidance in FAR Part 45.102, Contractors are required to furnish all property necessary to perform on Government contracts or orders. Computers should not be proposed as a direct charge under this solicitation. For security purposes, computers may be required to be authorized and approved for use by ONR.

Contractors may be required to obtain one or more Navy Marine Corps Intranet (NMCI) seats to perform the Task Order Statement of Work. During the performance of the Order, if either party (Government or Contractor) identifies a requirement for the Contractor to obtain an NMCI seat to perform its duties, ONR officials will work with the Contractor to obtain an NMCI seat in a timely manner and, if necessary, will pursue a mutually satisfactory agreement in regards to any formal modifications or changes to the scope, structure or dollar values of the Order as a result of the emerging NMCI requirements. General information regarding NMCI can be obtained at: <http://www.nmci-eds.com/index.asp>.

3.7 Subcontracts/Consultants

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This is a 100% Small Business Set aside and the prime Contractor's employees shall perform at least 51% of the cost of the contract performance incurred for personnel.

3.8 Security Requirements

- a) Clearance Requirements. No classified information or requirements are anticipated. The Contractor is required to safeguard the information labeled as proprietary.
- b) Privacy Act. All Contractor personnel assigned to this task will have access to information that may be subject to the Privacy Act of 1974. The Contractor is required to ensure the proper safeguarding of such information to prevent unauthorized release.
- c) Nondisclosure Agreement. In the course of its work, the selected Contractor will be required to execute a Nondisclosure Agreements (NDAs).

4.0 Procuring Office Representatives

In order to expedite administration of this order, the Administrative Contracting Officer should direct inquiries to the appropriate office listed below. Please do not direct routine inquiries to the person listed in Block 21 of the signature page for this order.

Contract Negotiator – Mr. Brad Petrauskas, ONR BD254, (703) 696-7826, E-Mail Address:

Bradley.Petrauskas@navy.mil

Inspection and Acceptance - Mr. Matthew Kyser, ONR 811, (703) 588-0477 E-mail Address: matt.kyser@navy.mil

Security Matters – Ms. Diana Pacheco, ONR 43, (703) 696-8177, DSN 426-8177, E-Mail Address:

diana.pacheco@navy.mil

Task Order Ombudsman (as per FAR 16.505(b)(5)) – Ms. Melanie Alston, ONR 02A, (703) 588-2362, Email Address: melanie.alston1@navy.mil

5.0 ONR 55252.242-9720 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (SEP 1996)

The COR for this contract is: Matthew Kyser, Code: 811

Mailing Address: Office of Naval Research, 875 North Randolph Street, Suite 960, Code 811, Arlington VA 22203-1995

The ACOR for this contract is: Brenda Whitehead

Code: 82 Mailing Address: Office of Naval Research, 875 North Randolph Street, Suite 941, Code 82, Arlington VA 22203-1995

The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or statement of work, and monitoring the progress and quality of contractor performance. The COR is not an Administrative Contracting Officer and does not have authority to take any action, either directly or indirectly, to change the pricing, quantity, quality, place of performance, delivery schedule, or any other terms and conditions of the contract (or delivery order), or to direct the accomplishment of effort which goes beyond the scope of the statement of work in

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the contract (or delivery order).

When, in the opinion of the contractor, the COR requests effort outside the existing scope of the contract (or delivery order), the contractor shall promptly notify the contracting officer (ordering officer) in writing. No action shall be taken by the contractor until the contracting officer (or ordering officer) has issued a modification to the contract (or delivery order) or has otherwise resolved the issue.

In the absence of the COR named above (due to reasons such as leave, illness, official travel), all responsibilities and functions assigned to the COR shall be the responsibility of the alternate COR acting on behalf of the COR.

6.0 Contract Type

The Navy anticipates awarding a cost plus fixed fee (level of effort) task order.

7.0 Level of Effort ONR 5252.216-9706 (DEC 88)

- 1) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in this contract. The yearly level of effort for the performance of this contract shall be 7,360 total 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. A breakdown of labor categories and hours is set forth in Paragraph 11 below.
- 2) The level of effort for this contract shall be expended at an average rate of 613 hours per month. It is understood and agreed that the rate of 613 hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total hours of effort prior to the expiration of the term of the contract.
- 3) The Contractor is required to notify the Contracting Officer when any of the following situations occur or are anticipated to occur: If during any three consecutive months the monthly average is exceeded by 25% or, if at any time it is forecast that during the last three months of the contract less than 50% of the monthly average will be used during any given month; or, when 85% of the total level of effort has been expended.
- 4) If, during the term of the contract, the Contractor finds it necessary to accelerate the expenditure of direct labor to such an extent that the total hours of effort specified 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 fixed fee together with an offer, setting forth a proposed level of effort, cost breakdown, and proposed fixed 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.
- 5) The Contracting Officer may, by written order, direct the Contractor to accelerate the expenditure of direct labor such that the total hours of effort specified in paragraph 1 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.

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6) If the total level of effort specified in paragraph 1 above is not provided by the Contractor during the period of this contract, the Contracting Officer shall either (i) reduce the fixed fee of this contract as follows:

Fee Reduction =

Fixed Fee x $\frac{\text{Required LOE Hours} - \text{Expended LOE Hours}}{\text{Required LOE Hours}}$

Required LOE Hours

or (ii) subject to the provisions of the clause of this contract entitled "Limitation of Cost", require the Contractor to continue to perform the work until the total number of hours of direct labor specified in paragraph 1 shall have been expended, at no increase in the fixed fee of this contract.

7) In the event the government fails to fully fund the contract in a timely manner, the term of the contract will be extended accordingly with no change to cost or fee. If the government fails to fully fund the contract, the fee will be adjusted in direct proportion to that effort which was performed.

8) Notwithstanding any of the provisions in the above paragraphs, the Contractor may furnish hours up to five percent in excess of the total hours specified in paragraph 1 above, provided that the additional effort is furnished within the term hereof, and provided further that no increase in the estimated cost or fixed fee is required, and no adjustment in the fixed fee shall be made provided that the contractor has delivered at least 95% of the level of effort required in paragraph 1 above.

9) It is understood that the mix of labor categories provided by the Contractor under the contract, as well as the distribution of effort among those categories, may vary considerably from the initial mix and distribution of effort that was estimated by the government or proposed by the Contractor.

10) Nothing herein shall be construed to alter or waive any of the rights or obligations of either party pursuant to the clause entitled "Limitation of Costs" or "Limitation of Funds", either of which clauses as incorporated herein applies to this contract.

11) A breakdown of the total level of effort is as follows:

The period of performance shall be as follows: a twelve (12) month base period and four(4) twelve (12) month option periods have been estimated for the proposed contract.

Annual Level of Effort: The base period of performance will be from time of award through twelve (12) months. The level of effort anticipated for this period is approximately four (4) man-years at an average rate of approximately 613 hours per month. The period of performance for each option period is twelve (12) months from the start of the option period. The level of effort anticipated for each option period is approximately four (4) 4 man-years at an average rate of approximately 613 hours per month. The period of performance for each option period option (CLINs 4001, 4101, 4201, 4301, and 4401) shall be from the effective date of option exercise through the end of the applicable period of performance for CLINs 4000, 4100, 4200, 4300, and 4400. The level of effort anticipated for each option period option is approximately one (1) man-year at an average rate of approximately 153 hours per month.

Base Period and Options Periods I-IV

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(CLINs 4000, 4100, 4200, 4300)

Labor Category	Hours Per Year
Senior Systems Analyst	1,840
Systems Analyst	1,840
Programmer/Junior Programmer	3,680
Total	7,360

Option Period Options
CLINs 4001, 4101, 4201, 4301, 4401)

Labor Category Year	Hours Per
Junior Programmer (Option)	1,840
Total	1,840

Note: 1,840 hours is equivalent to one (1) man-year taking into account twenty (20) days of paid time off (including sick and vacation days) and ten (10) government holidays.

The above labor categories and hours are provided as the Government's best estimate of the work to be performed. The offeror may propose the same level of effort (hours and labor categories) or a different level of effort based on its own labor classification system and unique approach to satisfy the Government's requirement. While the Government will consider an alternate level of effort, it is the Government's preference to maximize the estimated labor hours devoted to the direct performance of the technical tasks. To the extent that the level of effort proposed is different than the Government's estimate, the offeror's technical proposal should clearly specify the hours and labor categories proposed for each task in the statement of work.

8.0 SSP 5252.216-9775 Increase in Level of Effort (Cost-Reimbursement) (Mar 1992)

(a) In addition to any other option rights that may be provided to the Government by this contract, the Government shall have the right, within any given contract period established in Section C of this contract, to increase the level of effort by up to thirty percent (30%) of the total level of effort for that period at the same labor mix as proposed in the contract for that period. The Contractor agrees to accept such increase in the level of effort at an increase in the estimated cost and an increase in the fixed fee which are calculated as follows:

$$IEC = (ILOE/LOE) \times EC$$

$$IFF = (ILOE/LOE) \times FF$$

IEC = The increase in the estimated cost.

ILOE = The increase in the level of effort.

LOE = The level of effort contracted for the contract year in which the level of effort is increased.

EC = The estimated cost contracted for in the contract year in which the

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level of
effort is increased.

IFF = The increase in the fixed fee.

FF = The fixed fee contracted for in the contract year in which the level of effort is increased.

This option may be exercised at any time or times prior to the end of the affected period provided however, that the exercise of such option must give the Contractor sufficient time to provide all of the man-hours for that period, including the increase, by the end of the affected period.

(b) Any exercise by the Government of its option rights under this clause shall be effected by written notice from the Contracting Officer.

(c) The exercise of the option shall be formally reflected by a modification to this contract increasing the estimated cost and fixed fee and adjusting the Level of Effort provision for the affected contract period.

9.0 Personnel Qualifications

The Contractor shall provide qualified personnel to manage and execute all aspects of the statement of work. All personnel must be thoroughly familiar and proficient in the use of commercial software packages such as Microsoft Word, Excel, Access and PowerPoint. The following skill sets are anticipated to support the tasks:

9.1 Senior Systems Analyst or Equivalent (Key Position). The proposed individual should have at least a Bachelor's degree from an accredited college or university and five (5) years of experience in providing Information Technology (IT) support services. The candidate should have excellent skills in data base management and maintenance, software management and testing, and website development and maintenance. In addition to the above mentioned software, the candidate should be familiar with Oracle/Oracle Financials, Sql Server, Visual Basic, and Crystal Reports. The candidate should have experience working with Federal financial systems. Experience in the following systems is preferred: Program Budget Information System (PBIS), Standard Accounting and Reporting System (STARS), and Program Budget Allocation System (PBAS), and Oracle-based financial management systems. Candidate should be familiar with the Department of Defense and Navy Planning and Budget process.

9.2 Systems Analyst or Equivalent. The proposed individual should have at least a Bachelor's degree from an accredited college or university and two (2) years of experience in Information Technology support. The candidate should have excellent skills in data base management, software management, and website development and maintenance. The candidate should have experience working with Navy systems such as the Program Budget Information System (PBIS), Standard Accounting and Reporting System (STARS), Program Budget Allocation System (PBAS), and Oracle-based financial management system. Candidate should be familiar with Oracle/Oracle Financials, Sql Server, Visual Basic, and Crystal Reports.

9.3 Programmer/Junior Programmer or Equivalent. The proposed individuals should have at least a Bachelor's degree from an accredited college or university. If the degree is in the field of Information Technology (IT), the Programmer should have at least one (1) year of experience in IT. If the candidate does not have a degree in IT, the Programmer should have at least two (2) years of

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experience in IT and the Junior Programmer should have at least one (1) year of experience in IT. The candidate should have excellent skills in data base management and software management. An additional Junior Programmer or equivalent individual will be included in the order as an option. This position is intended to provide additional support during the implementation of Enterprise Resource Planning (ERP).

Accounting Data

SLINID	PR Number	Amount

BASE Funding 0.00
Cumulative Funding 0.00

MOD 01

400001	11PR03238-00	99000.00
LLA :		
AA SEE ATTACHED FINANCIAL ACCOUNTING DATA (FAD) SHEETS		

400002	11PR03238-01	309760.00
LLA :		
AA SEE ATTACHED FINANCIAL ACCOUNTING DATA (FAD) SHEETS		

600001	11PR03238-00	1000.00
LLA :		
AA SEE ATTACHED FINANCIAL ACCOUNTING DATA (FAD) SHEETS		

MOD 01 Funding 409760.00
Cumulative Funding 409760.00

MOD 02

400003	12PR01631-00	178109.00
LLA :		
AB SEE ATTACHED FINANCIAL ACCOUNTING DATA SHEETS		

600002	12PR01631-00	9000.00
LLA :		
AB SEE ATTACHED FINANCIAL ACCOUNTING DATA SHEETS		

MOD 02 Funding 187109.00
Cumulative Funding 596869.00

MOD 03

410001	12PR01631-01	434208.00
LLA :		
AB See Attached Financial Accounting Data (FAD) sheets		

610001	12PR01631-01	5000.00
LLA :		
AB See attached Financial Accounting Data (FAD) sheets		

MOD 03 Funding 439208.00
Cumulative Funding 1036077.00

MOD 04

410002	1300318340	80000.00
LLA :		
ACRN AC 1731319.W3F3.252.RA95F.0.050120.2D.000000.A00001511962		

NOTE: The accounting information for the basic Task Order through Modification No. 3 is included in the FAD sheets attached to the basic Task Order and to the

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respective modifications. Beginning with Modification No. 4, accounting information is included in this section of the Task Order.

420001 1300323808 250000.00
LLA :
AD ACRN AD 1731319.W3F3.252.RA95F.0.050120.2D.000000.A00001542708

MOD 04 Funding 330000.00
Cumulative Funding 1366077.00

MOD 05 Funding 0.00
Cumulative Funding 1366077.00

MOD 06

420002 1300361823 250000.00
LLA :
AE ACRN AE 1731319.W3F3.252.RA95F.0.050120.2D.000000.A00001802656

MOD 06 Funding 250000.00
Cumulative Funding 1616077.00

MOD 07

430001 1300361823 530000.00
LLA :
AF 1741319W2322520001400501202D000000A10001802656

MOD 07 Funding 530000.00
Cumulative Funding 2146077.00

MOD 08

430002 130047158400001 80000.00
LLA :
AG 1751319 W3F3 252 00014 0 050120 2D 000000 A00002674340

440001 130047158400002 250000.00
LLA :
AH 1751319 W3F3 252 00014 0 050120 2D 000000 A00002674340

MOD 08 Funding 330000.00
Cumulative Funding 2476077.00

MOD 09

440002 130047158400003 300000.00
LLA :
AH 1751319 W3F3 252 00014 0 050120 2D 000000 A00002674340

MOD 09 Funding 300000.00
Cumulative Funding 2776077.00

MOD 10

440003 130047158400004 50000.00
LLA :
AJ 1751319 W681 251 00014 0 050120 2D 000000 A10002674340

MOD 10 Funding 50000.00
Cumulative Funding 2826077.00

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SECTION H SPECIAL CONTRACT REQUIREMENTS

1. H-1 NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

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

2. Contractor Identification

All Contractors performing under this task order are required to clearly distinguish themselves from Federal employees through identification of their "Support Contractor" status. Identification includes, but is not limited to, the following: distinct badges; distinct office name plates and marking of office space; identification of "Support Contractor" in e-mail signature blocks, in voicemail greetings, when using Government letterhead and fax cover sheets, and on business cards. Letterhead, fax cover sheets, and business cards may include the "Office of Naval Research" name but shall not include the Office of Naval Research logo or any related graphic.

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SECTION I CONTRACT CLAUSES

CONTRACT CLAUSES SHALL BE IN ACCORDANCE WITH SECTION I OF THE BASIC IDIQ SEAPORT-E MULTIPLE-AWARD CONTRACT AND HEREBY INCORPORATED BY REFERENCE.

ADDITIONAL FAR AND DFARS CLAUSES

THIS TASK ORDER INCORPORATES ONE OR MORE CLAUSES BY REFERENCE WITH THE SAME FORCE AND EFFECT AS IF THEY WERE GIVEN IN FULL TEXT. UPON REQUEST, THE CONTRACTING OFFICER WILL MAKE THEIR FULL TEXT AVAILABLE. ALSO, THE FULL TEXT OF A CLAUSE MAY BE ACCESSED ELECTRONICALLY AT THIS ADDRESS: [HTTP://WWW.ARNET.GOV/FAR/](http://www.arnet.gov/far/)

X	FAR 52.217-9	OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000) (IN FIRST BLANK OF PARAGRAPH (A) INSERT "ANY TIME DURING PERIOD OF PERFORMANCE", IN SECOND BLANK OF PARAGRAPH (A) INSERT "1 DAY", AND IN PARAGRAPH (C), INSERT "60 MONTHS").
X	FAR 52.223-5	POLLUTION PREVENTION AND RIGHT-TO-KNOW INFORMATION (AUG 2003) (APPLICABLE IF CONTRACT PROVIDES FOR PERFORMANCE, IN WHOLE OR IN PART, ON A FEDERAL FACILITY)
X	FAR 52.223-6	DRUG-FREE WORKPLACE (MAY 2001) (APPLIES WHEN CONTRACT ACTION EXCEEDS \$100,000 OR AT ANY VALUE WHEN THE CONTRACT IS AWARDED TO AN INDIVIDUAL)
X	DFARS 252.204-7000	DISCLOSURE OF INFORMATION (DEC 1991) (APPLIES WHEN CONTRACTOR WILL HAVE ACCESS TO OR GENERATE UNCLASSIFIED INFORMATION THAT MAY BE SENSITIVE AND INAPPROPRIATE FOR RELEASE TO THE PUBLIC)
X	DFARS 252.215-7002	COST ESTIMATING SYSTEM REQUIREMENTS (DEC 2006) (APPLICABLE ONLY TO CONTRACT ACTIONS AWARDED ON THE BASIS OF CERTIFIED COST OR PRICING DATA)

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SECTION J LIST OF ATTACHMENTS

Attachment1_Non-disclosureAgreement.doc

Attachment2_QASP.doc

Attachment 3a_FinancialAccountingDataSheets