

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE J	PAGE OF PAGES 1   3	
2. AMENDMENT/MODIFICATION NO. 07	3. EFFECTIVE DATE 01-Oct-2009	4. REQUISITION/PURCHASE REQ. NO. N/A		5. PROJECT NO. (If applicable) N/A
6. ISSUED BY NAVFAC ATLANTIC 6506 Hampton Blvd. Norfolk VA 23508-1278 rochelle.lee@navy.mil 757-322-4182	CODE N62470	7. ADMINISTERED BY (If other than Item 6) DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342		CODE S2404A

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) CACI Technologies, Inc. 14151 Park Meadow Drive Chantilly VA 20151		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-04-D-4026-JU01
		10B. DATED (SEE ITEM 13) 05-Apr-2007
CAGE CODE 8D014	FACILITY CODE 057364507	

**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.**

<input type="checkbox"/>	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"/>	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 checked="" type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR CLAUSE 52.243-1 – CHANGES FIXED PRICE (AUG 1987)
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return 1 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) Tracey A. Fagan, Contracts Manager		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rochelle M Lee, Contracting Officer	
15B. CONTRACTOR/OFFEROR /s/Tracey A. Fagan (Signature of person authorized to sign)	15C. DATE SIGNED 01-Oct-2009	16B. UNITED STATES OF AMERICA BY /s/Rochelle M Lee (Signature of Contracting Officer)	16C. DATE SIGNED 01-Oct-2009


**GENERAL INFORMATION**

The purpose of this modification is to exercise CLIN 0004 and to reduce the scope of work. A conformed copy of this Task Order is attached to this modification for informational purposes only.

In Block 12 type See Schedule

**BLOCK 12, ACCOUNTING AND APPROPRIATION**

LOA [REDACTED]  
[REDACTED]

[REDACTED]

DOCUMENT NUMBER: [REDACTED]

1. Pursuant to the terms of the clause cited in Block 13D and FAR Clause 52.232.19, Availability of Funds for the next Fiscal Year (1984), the Government exercises the option to extend the contract terms including all modifications of a continuing nature, for 4 months from October 1, 2009 to and including January 31, 2010. Services shall be accomplished in strict accordance with the terms and conditions of the contract, all as directed by the Contracting Officer.

2. The Firm Fixed is [REDACTED]

As a result of this modification, the contract price is increased by [REDACTED]  
[REDACTED]

Pursuant to the Availability of Funds clause of the subject contract and in accordance with the Continuing Resolution Act, fiscal Year 10, funds provided herein are releasable only for the amount of time covered by the Continuing Resolution currently in effect and will be increased in proportion to the amount of time covered by any additional Continuing Resolution passed by Congress in Fiscal Year 10. Funding becomes fully available upon passage of the FY09 Appropriations Act

The total amount of funds obligated to the task is hereby increased [REDACTED]  
[REDACTED]

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
200401	OTHER	[REDACTED]	[REDACTED]	[REDACTED]
200402	OTHER	[REDACTED]	[REDACTED]	[REDACTED]
200403	OTHER	[REDACTED]	[REDACTED]	[REDACTED]
200404	OTHER	[REDACTED]	[REDACTED]	[REDACTED]
200405	OTHER	[REDACTED]	[REDACTED]	[REDACTED]

The total value of the order is hereby decreased by [REDACTED]  
[REDACTED]

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 3 of 3	FINAL
----------------------------------	----------------------------	----------------------------------	----------------	-------

CLIN/SLIN  
2004

From (\$)



By (\$)



To (\$)



CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 1 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

**SECTION B SUPPLIES OR SERVICES AND PRICES**

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services Qty	Unit	Unit Price	Total Price
2001	Professional Services for Ecommerce iaw the government Statement of Work. The Total Amount includes estimated costs of [REDACTED] for Travel and Other Direct Costs. (O&MN,N)	1.0 Lot	[REDACTED]	[REDACTED]
200101	[REDACTED]			
200102	[REDACTED]			
2002	Professional Services for Ecommerce iaw the government Statement of Work. The Total Amount includes estimated costs of [REDACTED] for Travel and Other Direct Costs. (O&MN,N)	1.0 Lot	[REDACTED]	[REDACTED]
2003	Professional Services for Ecommerce iaw the government Statement of Work. The Total Amount includes estimated costs of [REDACTED] for Travel and Other Direct Costs. (O&MN,N)	1.0 Lot	[REDACTED]	[REDACTED]
200301	System Analyst/Admin			

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 2 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

Support (O&MN,N)

200302 E-Commerce PM  
(O&MN,N)

200303 Professional  
Services for  
Ecommerce iaw the  
government  
Statement of  
Work. The Total  
Amount includes  
estimated costs  
of [REDACTED] for  
Travel and Other  
Direct Costs.  
(O&MN,N) (O&MN,N)

2004 Professional 1.0 LH [REDACTED] [REDACTED]  
Services for  
Ecommerce iaw the  
government  
Statement of  
Work. The Total  
Amount includes  
estimated costs  
of [REDACTED] for  
Travel and Other  
Direct Costs.  
(OTHER)

200401 Professional  
Services for  
Ecommerce iaw the  
government  
Statement of  
Work. The Total  
Amaount includes  
estimated costs  
of [REDACTED] for  
Travel and Other  
Direct Costs.  
(O&MN,N) (OTHER)

200402 System  
Analyst/Admin  
Support (OTHER)

200403 E-commerce PM  
(OTHER)

200404 E-commerce PM  
CACI-site (OTHER)

200405 Training  
Specialist  
(OTHER)

2005 Professional 1.0 Lot [REDACTED] [REDACTED]  
Services for  
Ecommerce iaw the  
government  
Statement of  
Work. The Total  
Amount includes

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 3 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

estimated costs  
of [REDACTED] for  
Travel and Other  
Direct Costs.  
(O&MN,N)  
Option

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 4 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

## SECTION C DESCRIPTIONS AND SPECIFICATIONS

5 FEBRUARY 2007

STATEMENT OF WORK

PROGRAM SUPPORT FOR THE

NAVFAC ELECTRONIC ACQUISITION SYSTEMS AND INITIATIVES

### 1.0 OBJECTIVE

The objective of this statement of work is to provide program and project management support services to the Naval Facilities Engineering Command (NAVFAC), for planning, implementation and management of its electronic acquisition systems and initiatives. These systems and initiatives are in different stages of deployment or sustainment and are subject to fluctuation in effort and priorities necessary to manage these systems and initiatives. The contractor is required to provide responsive and effective professional support that meets the requirements outlined herein and is responsive to these changes or fluctuations in program requirements.

### 2.0 SCOPE

The contractor shall provide expert analytical, technical and management support to NAVFAC Headquarters, Acquisition Department, for the planning, implementation, documentation and management of updates to its corporate electronic acquisition systems and initiatives. This effort includes the electronic acquisition systems and initiatives in section 2.1 and 2.2 and others as required.

Section No. Title Definition/Description

#### 2.1 Primary Systems and Initiatives(1)

e-FSC/DOD EMALL Electronic Facilities Support Contracting – A NAVFAC initiative using DOD EMALL that enables clients to order Indefinite Delivery Indefinite Quantity (IDIQ) line items from NAVFAC contracts online. The DOD Electronic Mall (EMALL) is an e-commerce website for DOD.

ECONTRACTS eContracts is one of the applications in NAVFAC's ieFACMAN suite of applications. eContracts is an acquisition workload input, management and reporting tool and a contracts building interface between FIS and SPS.

FEDTEDS Federal Technical Data System: A central repository for posting technical drawings.

FPDS-NG Federal Procurement Data System-Next Generation: A central repository for reporting all federal contract actions.

NECO Navy Electronic Commerce On-line: Navy's web-based system for electronic exchange of solicitations, offers and awards.

SPS Standard Procurement System: Supports DOD procurement functions that include acquiring supplies and services. The process begins with receipt of a requirement and ends with contract closeout.

WAWF(3) Wide Area Work Flow: A DOD web-based system for processing invoices, receipts, and acceptance that allows vendors to create and submit invoices and receive reports electronically via the Web.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 5 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

## 2.2 Secondary Systems and Initiatives(2)

E2E End to End – An overarching initiative to automate the contracting process workflow from initiation of requirements through contract close out involving multiple systems and interfaces.

EDA Electronic Document Access: A web based application used to share documents to assure DODwide, on-line access to contracts and other documents stored at remote locations.

FEDBIZOPPS Federal Business Opportunities: An e-portal for vendors to identify business opportunities within the federal government.

FIS Facilities Information System: An on-line interactive database management system, which supports NAVFAC's Facilities Acquisition and Facilities Management processes. It provides program, contract, and financial managers at NAVFAC with information to plan, execute, and oversee the design and construction of all Navy facilities and related programs.

SeaPort-e SeaPort Enhanced – A NAVSEA website which provides end-to-end government to contractor support for the acquisition of services from the definition of requirements to contract closeout in a completely paperless and secure environment.

Notes:

(1) Primary Systems and Initiatives require the support identified in the following sections of this SOW:

3.1 A Fully Functional Support Desk

3.2 Successful Implementation of NAVFAC's electronic acquisition systems and initiatives

3.3 Thorough and Timely Documentation

3.4 Robust Knowledge Sharing of Acquisition Information

3.5 Accurate and timely metrics and data queries

3.6 Comprehensive and effective training materials

(2) Secondary Systems and Initiatives require the support identified in the following sections of this SOW:

3.5 Accurate and timely metrics and data queries

In addition, the contractor is expected to have a general understanding of these secondary systems and initiatives, be aware of issues and coordinate impacts these issues have on other systems and/or interfaces.

(3) WAWF is expected to deploy October 1, 2007.

3.0 Performance-Based Service Contracting Matrix

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.1: A Fully Functional

Support Desk The contractor shall establish and maintain a fully functional support desk to support NAVFAC users of the Primary Systems and Initiatives in paragraph 2.1. The contractor shall assist and support users to ensure

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 6 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

operational issues are resolved in a timely manner coordinating as needed with the POCs at NAVFAC component commands, the help desk of the associated system and other NAVFAC, Navy, DOD, etc., personnel. Initial support to users will be provided by POCs at NAVFAC component commands. Issues that these POCs cannot resolve will be forwarded to the support desk. The contractor shall maintain a log of all issues received by phone call, voicemail, email or other means and update this log to always have the current status of the issues. The contractor will provide copy of the log monthly.

NAVFAC acquisition users have immediate access to effective, knowledgeable, and courteous Support Desk support during East Coast business hours (0900-1730 or other hours as approved) and use the Support Desk to help resolve all technical and functional questions and problems. 3.1.1: Provide a tollfree phone number and email address for command-wide access to the Support Desk, and provide support. All calls placed to the Support Desk are answered by Support Desk staff within 20 seconds of call initiation.

All calls will be answered in a courteous and professional manner with answer provided or research and call back offered.

All e-mail messages are answered within 1 hour of receipt. All email messages received after duty hours are answered by 1000 of the next business day.

All voicemail messages received after duty hours are answered by 0900 of the next business day. 90% meet the standard

No more than 2 valid complaints about the service per month

90% meet the standard

90% answered within the standard. Customer feedback, random tests by Program Manager.

Monthly review of logs, customer feedback.

Monthly review of logs, customer feedback.

Customer feedback, test calls.

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.1.2: Thoroughly research and track issues to resolution. All issues received in any manner will be logged within 1 business day of receipt in an electronic issue tracker log.

Status updates will be logged within 2 business days of receipt in an electronic issue tracker log.

All issues will be researched as necessary to determine the problem and a solution recommended to the initiator. This research may require coordination with the application's Help Desk or the associated Program Office and their support staffs, software vendors, NAVFAC offices, etc.

Notify initiator of resolution or need for additional research within 1 business day of receipt of issue, and provide additional updates daily until resolved or closed. 90% of issues logged within the standard.

90% of issues logged within the standard.

90% of the time the initiator will be satisfied that the problem has been correctly identified

90% of notifications will meet the standard. Review customer feedback surveys, monthly review of log.

Review customer feedback surveys, complaints to Program Manager.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 7 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

Customer surveys, customer complaints to Program manager.

Customer surveys, customer complaints to Program manager.

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.2: Successful coordination of upgrades to NAVFAC's electronic acquisition systems and initiatives in paragraph 2.1. The contractor shall strategize, plan, coordinate and monitor implementation progress to ensure upgrades of NAVFAC's electronic acquisition systems and initiatives are implemented successfully, identifying any barriers to implementation and recommending solutions. All upgrade implementations are so thoroughly planned and coordinated that there is minimal disruption to ongoing production and users are able to access the system on the planned deployment date.

3.2.1: Participate in requirements definition and requirements reviews Collect, consolidate and prioritize all requirements from the field and effectively communicate them to the appropriate stakeholders. System/ initiative requirements are well defined, complete and accurate Not more than 3 validated customer complaints received for any system/initiative.

Feedback from surveys/ valid complaints to program manager

3.2.2: Identify tasks to be accomplished for upgrade implementation, develop schedules, organize operational testing, coordinate with NAVFAC CIO and/or NMCI, field POCs and other stakeholders as required. Develop a comprehensive schedule by the due date assigned.

All operational testing is planned, conducted and documented. Summarize testing results and provide a recommendation for deployment/non-deployment within 1 week of completion of testing.

Thoroughly organize deployment with stakeholders. Communicate with all stakeholders.

Successfully deploy system upgrade on schedule with minimal impact to productivity.

Schedule provided by due date 90% of the time

Sufficient information provided to program manager to make decision within 1 week of completion of testing

No more than 2 validated stakeholder complaints from stakeholders.

95% of users are able to access system on deployment date. No more than 2 validated customer complaints on implementation process Program Manager monitoring

Program Manager monitoring

Feedback from surveys/ valid complaints to program manager

Feedback from surveys/ valid complaints to program manager

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.2.3: Monitor progress of implementation of upgrades, service releases, etc. Use metrics reports, direct contact with field users and other stakeholders, and other means to maintain awareness of implementation progress and any issues affecting implementation.

Inform Program Manager of implementation issues within one business day of knowledge of the issue, and recommend resolution within 3 business days.

Progress report to Program Manager provided weekly by assigned due date. 90% meet the standard.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 8 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

90% meet the standard. Review customer feedback surveys, validated complaints to Program Manager.

Review dates of when reports received by Program Manager.

3.2.4: Provide timely and helpful System Administrator support Provide system administrator support for Primary systems and initiatives, including user access authorization, user account maintenance, password resets, office address updates, etc. Respond to user requests within 4 hours of request and keep a log. 90% meet the standard. Program Manager review of log and validated customer complaints.

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.3 Thorough and Timely Documentation The contractor shall develop, maintain and post a variety of detailed and accurate documentation in support of the NAVFAC electronic acquisition systems and initiatives.

3.3.1: Develop and Maintain

Documentation The contractor will maintain the existing documentation and develop new documentation as required to keep current with new versions of the acquisition systems and updates in policy. Updates shall be provided within 14 days of issuance of new policy, system upgrade or government request.

A draft of all new documentation will be provided in accordance with an agreed upon schedule and finalized within 7 days after receipt of government review comments.

Documentation includes:

Implementation Plans and Schedules

User Guides

Training Guides/Practice Exercises

Testing Scripts and Results

Policy and Reference Materials

Meeting Documentation and Minutes

Metrics & Deployment Reports

FAQs

Marketing Brochures

Quick Guides

Standard Presentations

Submitted Catalogs/Worksheets 90% updated within standard.

90% of documentation provided within standard

Review dates of documentation updates.

Program Manager monitoring

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 9 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	-----------------	-------

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

### 3.3.1: Develop and Maintain

Documentation (Continued) All documentation will be posted to/removed from the NAVFAC Portal Website within 1 business day after government request or approval. 80% of updates and new documentation posted to portal within the standard Program Manager monitoring

3.4: Robust Knowledge Sharing of Acquisition Information. The contractor shall proactively communicate information to, and receive feedback from, the NAVFAC Program Managers, field users and other interested parties about the electronic acquisition initiatives using a variety of methods.

### 3.4.1: Organize

Team Meetings/ Conferences Team meetings/conferences will be held as needed at meeting facilities arranged by the contractor to share the latest information and work through issues on the electronic acquisition systems and initiatives through briefings, guest speakers, roundtable discussions, breakout groups, webconferences, etc.

Meetings/conferences will be well organized to accomplish their stated purposes and decisions and actions will be fully documented in meeting minutes with action items.

Meeting minutes and presentations posted to the NAVFAC Portal NLT 5 business days after meeting. No more than 3 validated customer complaints that a meeting was not effective.

No more than 3 validated customer complaints that a meeting was not well organized.

90% meet the standard. Feedback surveys at end of meetings, complaints to Program Manager.

Feedback surveys at end of meetings, complaints to Program Manager and review of meeting documentation.

Review dates of documentation.

Desired Outcomes Required Services Performance Standard Acceptable Quality Level (AQL) Monitoring Method

3.4.2: Transfer knowledge on systems and initiatives Keep abreast of all issues, policy changes, etc. affecting electronic systems and initiatives and keep Program Managers informed. Research issues and their implications as necessary.

Participate in all meetings as requested, represent NAVFAC issues, take notes and provide meeting minutes and pertinent information within 5 business days.

Transfer knowledge to appropriate stakeholders via minutes, emails, conference calls, webinars, etc. as appropriate by assigned due date. Contractor informs Program Manager of all issues prior to impact 95% of the time.

95% meet the standard.

90% meet the standard. Program Manager monitoring

Program Manager monitoring

Program Manager monitoring

3.4.3: Prepare briefings, newsletter articles and other written materials as needed to keep users informed of the latest developments. Briefings and newsletter articles will be clearly written and convey the latest information on the electronic acquisition systems and initiatives.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 10 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

A draft of all new documentation will be provided in accordance with an agreed upon schedule and finalized within 7 days after receipt of government review comments.

No more than 5 validated customer complaints per month that information was unclear or not the latest.

90% meet the standard. Feedback from surveys, complaints to Program Manager.

3.4.4: Weekly status reports Provide a succinct status report to the Program Managers of all current and upcoming actions and activities associated with the electronic systems and initiatives. 95% of weekly reports received by assigned due date. Program Manager monitoring

Desired Outcomes	Required Services	Performance Standard	Acceptable Quality Level (AQL)	Monitoring Method
3.5 Accurate and timely metrics and data queries	3.4.5: User survey support	Assist the Government in developing an annual user survey for each system/initiative in paragraph 2.1. Provide requested input by due date.	90% meet the standard.	Program Manager monitoring
	The contractor shall provide the required metrics and standardized reports and ad hoc data queries as needed in a timely and professional manner, using Cognos, SQL and other report writing applications.			
	3.5.1: Develop metrics reports	Metrics reports will satisfy the requestor's needs for data accuracy and for organization of the data.	80% of metrics reports are created to reflect the performance schedule by the agreed upon schedule	Program Manager monitoring and user feedback
	3.5.2: Run metrics reports	Metrics reports will be run efficiently and produce accurate results.	95% of metrics are accurate on their due date	Program Manager monitoring and user feedback

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 11 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

	3.5.3: Prepare metrics briefs	Metrics briefs will clearly and accurately depict the status and trends of the actual data.	95% of metrics briefs meet the performance standard without rework	Program Manager monitoring
	3.5.4: Prepare ad hoc data queries as requested.	Ad hoc data queries will meet the needs of the requestor, both in data quality and in timeliness.	80% of data queries meet the performance standard without rework	Program Manager monitoring
3.6 Comprehensive and effective training support	The contractor shall prepare training materials as required on the electronic acquisition systems and initiatives.			
	3.6.1: Develop training materials	Training materials will clearly and simply convey to the user essential knowledge of system capabilities and user inputs and other interactions. Training materials may be in the form of presentations, computer based training modules or other agreed upon form.	90% of trainees who use the training materials rate them as adequate.	User surveys/ feedback

#### 4.0 Deliverables

4.1 Provide a log of all issues received, resolved or in progress as described in section 3.1

4.2.1 Provide deployment schedule as described in section 3.2.2

4.2.2 Provide testing documentation and deployment recommendation as described in section 3.2.2

4.2.3 Provide deployment progress reports as described in section 3.2.3

4.3 Provide documentation as described in section 3.3.1

4.4.1 Provide meeting/conference documentation as described in section 3.4.1

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 12 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

4.4.2 Provide meeting documentation including meeting minutes from meetings organized by others as described in section 3.4.2

4.4.3 Provide briefings and newsletter articles as described in section 3.4.3

4.4.4 Provide weekly status report as described in section 3.4.4

4.4.5 Provide input to user surveys as described in section 3.4.5

4.5 Provide metrics reports, briefs and ad hoc data queries as described in section 3.5

4.6 Provide training materials as described in section 3.6

## 5.0 Place of Performance & Other Requirements

5.1 Work will be performed primarily at the contractor's facilities, and as needed at NAVFAC Headquarters and at NAVFAC field offices. The contractor shall follow local procedures for security, obtaining required base and building access badges, computer use, taking mandatory training (e.g., Information Assurance training), etc. The Government will maintain on-site at NAVFAC Headquarters one (1) office space and the attendant NMCI computer seat for use by Contractor personnel when/as necessary. Other workspace or conference room space will be made available as needed. NMCI accounts will be created for contractor personnel requiring NMCI access, access to the NMCI Global address book, etc.

5.2 Remote Access/Connectivity. The Contractor shall coordinate and complete all necessary NMCI remote access connectivity requirements, i.e., hardware, software, establishing access accounts, etc. so that employees working on site, off-site or on travel have access to all systems and applications as necessary to effectively perform their assigned work.

5.3 Required Training. All Contractor employees requiring NMCI access or building access shall complete all NAVFAC/Government required training as applicable including, but not limited to NAVFAC Information Assurance Training. Contractor employees will take all required functional and technical training on the electronic acquisition systems they are supporting.

5.4 Systems/Software Experience. The contractor's personnel shall have experience with various information systems and/or software. The contractor will propose and maintain throughout the contract period team members with the following experience:

### SYSTEM/SOFTWARE MINIMUM EXPERIENCE TEAM MEMBERS WITH MINIMUM EXPERIENCE

Standard Procurement System (SPS) 3 years implementation experience or experience upgrading a version as a system administrator. One or more

Wide Area Workflow (WAWF) 1 year implementation experience or experience upgrading a version as a system administrator. One or more.

DOD Electronic Mall (EMALL) 1 year ordering or implementation experience One or more

FPDS-NG 1 year experience (includes FPDS experience) One or more

MS Office 1 year experience All team members

Cognos 1 year experience creating/running reports One or more

SQL 1 year experience creating/running reports One or more

## 6.0 Historical Data

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 13 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

The following historical data is provided on the systems and initiatives listed below. This data is historical and is not to be construed as representative of future effort required to support the system/initiative. The contractor should expect fluctuations in workload between the systems/initiatives.

#### SYSTEM HISTORICAL EFFORT WORKYEARS / YEAR STATUS OF INITIATIVE

Primary systems & initiatives per section 2.1

ECONTRACTS 0.3 Partially deployed. Enhancements being developed.

e-FSC/DOD EMALL 1.0 Deployed. Sustainment mode.

FEDTEDS 0.0 Just starting to use.

FPDS-NG 0.5 Deployed but with numerous issues to be resolved.

NECO 0.1 Just starting to use. NAVFAC previously had its own solicitation website which fed NECO.

SPS 0.7 Deployed. Sustainment mode.

WAWF 0.1 Deployed on a small number of contracts.

Secondary systems & initiatives per section 2.2

E2E 0.1 Concept developed and accepted.

EDA 0.1 Deployed. Sustainment mode.

FEDBIZOPPS 0.0 Deployed. Sustainment mode.

FIS 0.1 Deployed. Sustainment mode.

SeaPort-e 0.0 Deployed in two locations.

#### 7.0 Period of Performance

The contract period of performance is from the effective date through 30 September 2011 if options are exercised.

#### 8.0 TRAVEL

All government related travel shall be justified and approved in advance by the cognizant Program Manager. The government

will reimburse the contractor for government related travel at prevailing rates in accordance with the latest version of the Joint

Travel Regulations.

#### 9.0 WORK HOURS

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 14 of 24	FINAL
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Normal work hours at NAVFAC Headquarters will be established between the contractor and the Government Program Managers.

Work outside normal work hours will be coordinated in advance with the cognizant Program Manager.

### **WAWF-RA Program and Implementation Support**

The Contractor is responsible for determination of implementation requirements, and creating the roadmap and support materials necessary for a successful implementation of WAWF -RA. The Contractor shall assist in the implementation of WAWF -RA across the NAVFACENCOM. in accordance with the NAVFACENCOM WAWF-RA IPT's plan which is under development. The Contractor shall support government and vendor outreach efforts to facilitate adoption, registration, and full use of WAWF-RA including vendors already under contract. Contractor will also provide requisite training on the WAWF application and assist with Business Process Reengineering efforts dictated by the implementation of the WAWF application.

Specific work tasks include:

Coordinating and support development of new ECPs,

Continued support, and lobbying of other DoD services, to shore up the success of ECP 500 Construction Invoice and other NAVFACENCOM supported ECPs,

Refining ECP 500 requirements with developers,

Testing of new WAWF releases, particularly ECP 500 functionality, by *coordinating* the writing of test scripts, test teams, development of test plans, documentation of testing results, and preparation of changes and discrepancies on ECPs for the Government to submit to the JRB,

(Note: FIS/WAWF-RA interface functionality will be supported by another contractor but their efforts must be coordinated under this contract.)

Coordinating and support NAVFACENCOM WAWF-RA effort by assisting in development of implementation plans and associated POA&M,

Facilitating NAVFACENCOM WAWF-RA implementation IPT to determine WAWF-RA strategies, organizational structure, procedures, standard processes and approaches,

Helping in the development of various implementation aids such as training packages, user guides, and checklists,

Coordinating actual implementation efforts across NAVFACENCOM,

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 15 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

Performing various implementation tasks such as training.

Developing and tracking implementation metrics,

Collecting and reporting JRB/Navy requested metrics,

Troubleshooting various WAWF-RA issues for NAVFACENGCOM users,

Providing recommendations to NAVFACENGCOM e-Business Director on WAWF-RA on implementation issues,

Drafting various letters, memos and policies for NAVFACENGCOM e-Business Director for its WAWF-RA implementation effort,

Attending various WAWF-RA Navy, NAVFACENGCOM and Program Office Meetings including IPTs

Assisting users and vendors in registering in WAWFRA.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 16 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

## SECTION D PACKAGING AND MARKING

### D.1 PACKAGING AND MARKING

a. Reports, manuals, memoranda, and other materials and data submitted by the contractor must be packaged and marked in accordance with best commercial practices to ensure safe and timely delivery to the destination(s) specified in the individual delivery order. This data shall not be sent through the regular mail.

b. Each submitted shall be identified/marked with the Contract Number, Order Number, and annotated "BUSINESS SENSITIVE DATA. TO BE OPENED BY ADDRESSEE ONLY."

c. Marking of Shipment:

Mark For:

Contract Number:

Attn:

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 17 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

## **SECTION E INSPECTION AND ACCEPTANCE**

Inspection and acceptance is by the cognizant government representative.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 18 of 24	FINAL
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## **SECTION F DELIVERABLES OR PERFORMANCE**

CLIN - DELIVERIES OR PERFORMANCE

Basic Contract

CLIN 0001 Effective Date through 30 September 2007

CLIN 0002 One Year 1 OCT 2007 - 30 SEP 2008

OPTION CLINS:

CLIN 0003 One Year 1 OCT 2008 - 30 SEP 2009

CLIN 0004 One Year 1 OCT 2009 - 30 SEP 2010

CLIN 0005 One Year 1 OCT 2010 - 30 SEP 2011

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 19 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

## SECTION G CONTRACT ADMINISTRATION DATA

[REDACTED]

Contracting Officer's Representative (COR) is [REDACTED]

Naval Facilities Engineering Command – Washington

Attn: Chief Information Officer

1322 Patterson Avenue, Suite 1000

Washington, DC 20374-5065

### DFAS PAYMENT OFFICE

The cognizant DFAS payment office is DFAS Cleveland, Norfolk Accounts Payable.

### CHANGE OF ACO OFFICE SUBMISSION OF INVOICES

The purpose of this modification is to change the contracts Administrative Contracting Office (Block 16) from Naval Facilities Engineering Command Washington, Washington, D.C., to Naval Facilities Engineering Command ATLANTIC, Norfolk, Virginia, effective 15 June 2007.

#### A. Mailing address:

Naval Facilities Engineering Command Atlantic

6506 Hampton Blvd.

Norfolk, VA. 23508

Attn: [REDACTED]

NOTE: Email address for Jennifer McGuire is [REDACTED]

#### B. As a modification to Section G-Contract Administration Data

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 20 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

Submission of Invoices

Invoices shall be submitted electronically to the following email address:

[NFAinvoicesET@navy.mil](mailto:NFAinvoicesET@navy.mil)

A Form 7300 shall be submitted for electronic payment with each invoice?

2. All other terms and conditions of the contract/Task Order remain unchanged.

NOTICE: OTHER INFORMATION

The ACRN AC Line of Accounting (LOA) information shown in Modification 04 is deleted in its entirety, and is replaced with the following ACRN/LOA: (Funding Amount and ACRN AC remain unchanged)

[REDACTED]

Accounting Data  
 SLINID PR Number Amount  
 -----  
 2001 [REDACTED] [REDACTED]  
 LLA : [REDACTED]

BASE Funding [REDACTED]  
 Cumulative Funding [REDACTED]

MOD 02

2006 [REDACTED]  
 LLA : [REDACTED]

WAWF implementation

MOD 02 Funding [REDACTED]

MOD 03

200101 [REDACTED]  
 LLA : [REDACTED]

200102 [REDACTED]  
 LLA : [REDACTED]  
 Standard Number: [REDACTED]

MOD 03 Funding [REDACTED]

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 21 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

MOD 04

2002

[REDACTED]

MOD 04 Funding

Cumulative Funding

MOD 06

200301

LLA :

[REDACTED]

200302

LLA :

[REDACTED]

200303

LLA :

[REDACTED]

MOD 06 Funding

Cumulative Funding

MOD 07

200401 N/A

LLA :

[REDACTED]

200402 N/A

LLA :

[REDACTED]

200403 N/A

LLA :

[REDACTED]

200404 N/A

LLA :

[REDACTED]

200405 N/A

LLA :

[REDACTED]

MOD 07 Funding

[REDACTED]

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 22 of 24	FINAL
----------------------------------	----------------------------	----------------------------------	------------------	-------

## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

Special contract requirements are in accordance with terms and conditions of the basic contract.

### **Other Requirements**

Travel: The government will provide reimbursement for approved travel at prevailing rates in accordance with the Joint Travel Regulations. Travel receipts must be provided with the invoice. The Government reserves the right to re negotiate estimated Travel Costs for each Option Year based on the government's anticipated requirements.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 23 of 24	FINAL
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## **SECTION I CONTRACT CLAUSES**

Section I Contract Clauses are in accordance with the clauses of the basic contract.

These FAR clauses are incorporated herein.

FAR 52.217-9, Option to Extend the Term of the Contract (MAR 2000)

FAR 52.232-18, Availability of Funds

FAR 52.232-19, Availability of Funds for the Next Fiscal Year

Substitution of any personnel during contract performance must be approved by the government program manager.

CONTRACT NO. N00178-04-D-4026	DELIVERY ORDER NO. JU01	AMENDMENT/MODIFICATION NO. 07	PAGE 24 of 24	FINAL
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**SECTION J LIST OF ATTACHMENTS**