

**DELIVERY ORDER**

**FINAL**

1. CONTRACT NO. N00178-04-D-4026	2. DELIVERY ORDER NO. EH0406	3. EFFECTIVE DATE ORIG 12/04/2007 MOD 06/03/2008	4. PURCHASE REQUEST NO. N00024-08-MR-66587
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5. ISSUED BY Naval Sea Systems Command (NAVSEA) BUILDING 197, ROOM 5w-2730 1333 ISAAC HULL AVENUE SE WASHINGTON NAVY YARD DC 20376-2040 chadwick.mills@navy.mil 202-781-1277 Ext. 1277	CODE N00024	6. ADMINISTERED BY DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342	CODE S2404A
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7. CONTRACTOR CACI Technologies, Inc. 14151 Park Meadow Drive Chantilly VA 20151	CODE 8D014	FACILITY	8. DELIVERY DATE See Section F
			9. CLOSING DATE/TIME  (hours local time – Block 5 issuing office)
			SET ASIDE TYPE
			10. MAIL INVOICES TO See Section G

11. SHIP TO See Section D	12. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264	CODE HQ0338
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13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.
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ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

CACI Technologies, Inc.	Barbara S. Wilber Contracts Manager		
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED

14. ACCOUNTING AND APPROPRIATION DATA  
See Section G

15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES	17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
See the Following Pages					

*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	21. UNITED STATES OF AMERICA By: Scott P Bishop 06/09/2008 CONTRACTING/ORDERING OFFICER	22. TOTAL \$3,173,958.00
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SECTION	DESCRIPTION	SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS	H	SPECIAL CONTRACT REQUIREMENTS
C	DESCRIPTION/SPECS/WORK STATEMENT	I	CONTRACT CLAUSES
D	PACKAGING AND MARKING	J	LIST OF ATTACHMENTS
E	INSPECTION AND ACCEPTANCE		
F	DELIVERIES OR PERFORMANCE		
G	CONTRACT ADMINISTRATION DATA		


## GENERAL INFORMATION

The purpose of modification 06 to Task Order N00178-04-D-4026-EH04 is to 1) Transfer ceiling from 1001AA and fully fund 1001AB and transfer ceiling from 1002AA and fully fund 1002AB; 2) Transfer ceiling from 3001AA and fully fund 3001AB and transfer ceiling from 3002AA and fully fund 3002AB; 3) Update Section H Allotment of Funds clause; 4) Update Section J: List of Attachments for modification 06.

Accordingly, said Task Order is modified as follows:

1.

a) Transfer ceiling from SLIN 1001AA to SLIN 1001AB and fund SLIN 1001AB as follows:

SLIN 1001AA	Est. Cost	Fixed Fee	CPFF
From:			\$318,659
By:			(\$210,000)
To:			\$108,659
 SLIN 1001AB			CPFF
From:			\$525,000
By:			\$210,000
To:			\$735,000

b) Transfer ceiling from SLIN 1002AA to SLIN 1002AB and fund SLIN 1002AB as follows:

SLIN 1002AA			CPFF
From:			\$1,175,201
By:			(\$325,000)
To:			\$850,201
 SLIN 1002AB			CPFF
From:			\$482,000
By:			\$325,000
To:			\$807,000

2.

a) Transfer ceiling from SLIN 3001AA to SLIN 3001AB and fund SLIN 3001AB as follows:

SLIN 3001AA	Est. Cost
From:	\$100,000
By:	(\$30,000)
To:	\$70,000
 SLIN 3001AB	Est. Cost
From:	\$100,000
By:	\$30,000
To:	\$130,000

b) Transfer ceiling from SLIN 3002AA to SLIN 3002AB and fund SLIN 3002AB as follows:

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SLIN 3002AA      Est. Cost  
From:              \$163,950  
By:                 (\$50,000)  
To:                 \$113,950

SLIN 3002AB      Est. Cost  
From:              \$198,000  
By:                 \$50,000  
To:                 \$248,000

3. Under Section H, revise the Allotment of Funds Clause as follows:

(a) Delete in its entirety "NAVSEA 5252.232-9104 -- ALLOTMENT OF FUNDS (MAY 1993)" clause and replace with "5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)"

(b) Update paragraph (c) to include the following SLINs as fully funded: 1001AB, 1001AC, 1001AD, 1002AB, 1002AC, 1002AD, 1003AB, 1003AC, 3001AB, 3001AC, 3001AD, 3002AB, 3002AC, 3003AB, 3003AC.

4. Under Section J, Attachments, add Attachment 08, Financial Accounting Data Sheets for Modification 06.

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

The total value of the task order remains unchanged. The total amount of funds obligated to the task is hereby increased by \$615000.00 from \$2558958.00 to \$3173958.00.

**SECTION B SUPPLIES OR SERVICES AND PRICES**

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

Item	Supplies/Services Qty	Unit	Est. Cost	Fixed Fee	CPFF
1001	Task Area 1: Naval Shipyard Training and Education Program (NSTEP)				
1001AA	Task Area 1: NSTEP Initiatives. (TBD) Option	1.0	Lot		
1001AB	Task Area 1: NSTEP Initiatives (O&MN,N)	1.0	Lot		
1001AC	Task Area 1: NSTEP Initiatives. (O&MN,N)	1.0	Lot		
1001AD	Task Area 1: Naval Shipyard Project Management College (O&MN) (O&MN,N)	1.0	LH		
1002	Task Area 2: Naval Shipyard Project Management College Program.				
1002AA	Task Area 2: Naval Shipyard Project Management College (PMC) Program. (TBD) Option	1.0	Lot		
1002AB	Task Area 2: Naval Shipyard Project Management College (O&MN,N)	1.0	Lot		
1002AC	Task Area 2: Naval Shipyard Project Management College (SCN)	1.0	Lot		
1002AD	Task Area 2:	1.0	Lot		

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Naval Shipyard  
Project  
Management  
College. (O&MN,N)

1003 Task Area 3:  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.

1003AA Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.  
(TBD)  
Option

1003AB Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community.  
(O&MN,N)

1003AC Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community. (SCN)



For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost
3001			\$380,000.00
3001AA	Other Direct Costs in support of SLIN 1001AA. (TBD) Option	1.0 Lot	\$70,000.00
3001AB	Other Direct Costs in support of SLIN 1001AB. (O&MN,N)	1.0 Lot	\$130,000.00
3001AC	Other Direct Cost in support of SLIN 1001AC. (O&MN,N)	1.0 Lot	\$165,000.00
3001AD	Other Direct Cost in support of SLIN 1001AD. (O&MN) (O&MN,N)	1.0 Lot	\$15,000.00
3002			\$427,500.00
3002AA	Other Direct Costs in support	1.0 Lot	\$113,950.00

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of SLIN 1002AA  
(TBD)  
Option

3002AB	Other Direct Cost in support of SLIN 1002AB. (O&MN,N)	1.0 Lot	\$248,000.00
3002AC	Other Direct Cost in support of SLIN 1003AC. (SCN)	1.0 Lot	\$65,550.00
3003			\$142,500.00
3003AA	Other Direct Costs in support of SLIN 1003AA. (TBD) Option	1.0 Lot	\$52,500.00
3003AB	Other Direct Cost in support of SLIN 1003AB. (O&MN,N)	1.0 Lot	\$80,000.00
3003AC	Other Direct Cost in support of SLIN 1003AC. (SCN)	1.0 Lot	\$10,000.00

For Cost Type Items:

Item	Supplies/Services Qty	Unit	Est. Cost	Fixed Fee	CPFF
4001	Task Area 1: Naval Shipyard Training and Education Program (NSTEP).				
4001AA	Task Area 1: Naval Shipyard Training and Education Program (NSTEP). (TBD) Option	1.0 Lot			
4002	Task Area 2: Naval Shipyard Project Management College (PMC) Program.				
4002AA	Task Area 2: Naval Shipyard Project Management College (PMC) Program. (TBD) Option	1.0 Lot			

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4003 Task Area 3:  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.

4003AA Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.  
(TBD)  
Option

4101 Task Area 1:  
Naval Shipyard  
Training and  
Education Program  
(NSTEP)

4101AA Task Area 1: 1.0 Lot \$  
Naval Shipyard  
Training and  
Education Program  
(NSTEP) (TBD)  
Option

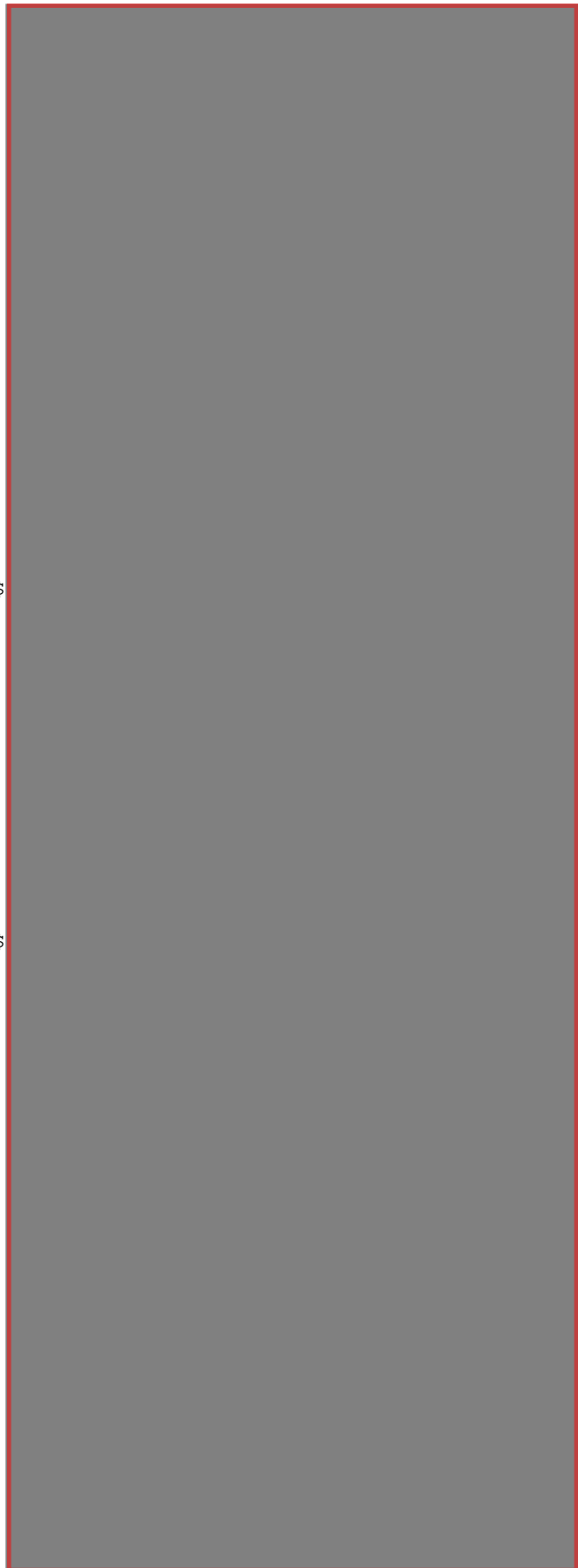
4102 Task Area 2:  
Naval Shipyard  
Project  
Management  
College (PMC)  
Program.

4102AA Task Area 2: 1.0 Lot \$  
Naval Shipyard  
Project  
Management  
College (PMC)  
Program. (TBD)  
Option

4103 Task Area 3:  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.

4103AA Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development.  
(TBD)  
Option

4201 Task Area 1:  
Naval Shipyard  
Training and  
Education Program



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(NSTEP)

4201AA Task Area 1: 1.0 Lot  
 Naval Shipyard  
 Training and  
 Education Program  
 (NSTEP) (TBD)  
 Option

4202 Task Area 2:  
 Naval Shipyard  
 Project  
 Management  
 College (PMC)  
 Program.

4202AA Task Area 2: 1.0 Lot  
 Naval Shipyard  
 Project  
 Management  
 College (PMC)  
 Program. (TBD)  
 Option

4203 Task Area 3:  
 Naval Ship  
 Maintenance  
 Community  
 Workforce and  
 Team Development.

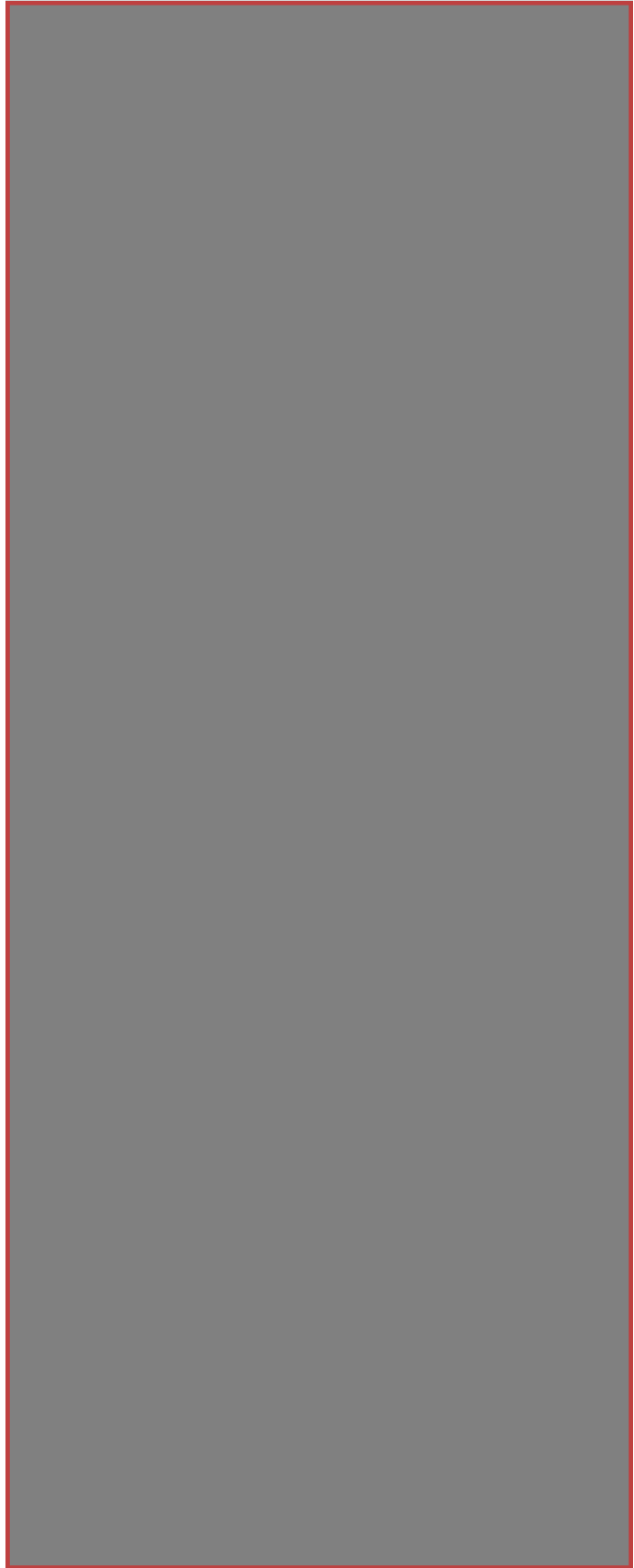
4203AA Task Area 3: 1.0 Lot  
 Naval Ship  
 Maintenance  
 Community  
 Workforce and  
 Team Development.  
 (TBD)  
 Option

4301 Task Area 1:  
 Naval Shipyard  
 Training and  
 Education Program  
 (NSTEP)

4301AA Task Area 1: 1.0 Lot  
 Naval Shipyard  
 Training and  
 Education Program  
 (NSTEP) (TBD)  
 Option

4302 Task Area 2:  
 Naval Shipyard  
 Project  
 Management  
 College (PMC)  
 Program.

4302AA Task Area 2: 1.0 Lot  
 Naval Shipyard  
 Project  
 Management  
 College (PMC)





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Program. (TBD)  
Option

4303 Task Area 3:  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development

4303AA Task Area 3: 1.0 Lot  
Naval Ship  
Maintenance  
Community  
Workforce and  
Team Development  
(TBD)  
Option



For ODC Items:

Item	Supplies/Services	Qty	Unit	Est. Cost
6001				\$380,000.00
6001AA	Other Direct Costs in support of SLIN 4001AA (TBD) Option	1.0	Lot	\$380,000.00
6002				\$427,500.00
6002AA	Other Direct Costs in support of SLIN 4002AA (TBD) Option	1.0	Lot	\$427,500.00
6003				\$142,500.00
6003AA	Other Direct Costs in support of SLIN 4003AA (TBD) Option	1.0	Lot	\$142,500.00
6101				\$380,000.00
6101AA	Other Direct Costs in support of SLIN 4101AA (TBD) Option	1.0	Lot	\$380,000.00
6102				\$427,500.00
6102AA	Other Direct Costs in support of SLIN 4102AA (TBD) Option	1.0	Lot	\$427,500.00

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6103		\$142,500.00
6103AA	Other Direct Costs in support of SLIN 4103AA (TBD) Option	1.0 Lot \$142,500.00
6201		\$380,000.00
6201AA	Other Direct Costs in support of SLIN 4201AA (TBD) Option	1.0 Lot \$380,000.00
6202		\$427,500.00
6202AA	Other Direct Costs in support of SLIN 4202AA (TBD) Option	1.0 Lot \$427,500.00
6203		\$142,500.00
6203AA	Other Direct Costs in support of SLIN 4203AA (TBD) Option	1.0 Lot \$142,500.00
6301		\$380,000.00
6301AA	Other Direct Costs in support of SLIN 4301AA (TBD) Option	1.0 Lot \$380,000.00
6302		\$427,500.00
6302AA	Other Direct Costs in support of SLIN 4302AA (TBD) Option	1.0 Lot \$427,500.00
6303		\$142,500.00
6303AA	Other Direct Costs in support of SLIN 4303AA (TBD) Option	1.0 Lot \$142,500.00

NOTE A: Option Items - Option SLINs (4001AA, 4002AA, 4003AA, 6001AA, 6002AA and 6003AA) to which the option clause in SECTION I-2 applies and which is to be supplied only if and to the extent said option is exercised.

Note B: Award Term Items - Award Term SLINs (4101AA, 4102AA, 4103AA, 4201AA, 4202AA, 4203AA, 4301AA, 4302AA, 4303AA, 6101AA, 6102AA, 6103AA, 6201AA, 6202AA, 6203AA, 6301AA, 6302AA and 6303AA are designated Award Term line items. Award Terms to which the clause in Section J applies and which is to be supplied only if and to the extent that an award term is earned and

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retained in accordance with the Award Term Clause and Plan in this task order.

Note C: A "Lot" is defined as the amount of effort required to perform the Statement of Work requirements within the allotted timeframe of the SLIN.

CONTRACT TYPE SUMMARY FOR PAYMENT OFFICE (COST TYPE) (NAVSEA) (FEB 1997)

This entire delivery order is cost type.

PAYMENTS OF FEE (\$) (COMPLETION) (NAVSEA) (MAY 1993)

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

(b) The Government shall make payments to the Contractor, subject to and in accordance with the clause in this contract entitled "FIXED FEE" (FAR 52.216-8) or "INCENTIVE FEE", (FAR 52.216-10), as applicable. Such payments shall be equal to percent ( ) of the allowable cost of each invoice submitted by and payable to the Contractor pursuant to the clause of this contract entitled "ALLOWABLE COST AND PAYMENT" (FAR 52.216-7), subject to the withholding terms and conditions of the "FIXED FEE" or "INCENTIVE FEE" clause, as applicable (percentage of fee is based on fee dollars divided by estimated cost dollars, including facilities capital cost of money). Total fee (s) paid to the Contractor shall not exceed the fee amount(s) set forth in this contract.

(c) In the event of discontinuance of the work under this contract, or any specified phase of the contract, in accordance with the clause of this contract entitled "LIMITATION OF FUNDS" (FAR 52.232-22) or "LIMITATION OF COST" (FAR 52.232-20), as applicable, the fee shall be equitably adjusted by mutual agreement to reflect the diminution of work. If the adjusted fee is less than the sum of all fee payments made to the Contractor under this contract, the Contractor shall repay the excess amount to the Government. If the adjusted fee exceeds all payments made to the Contractor under this contract, the Contractor shall be paid the additional amount, subject to the availability of funds. In no event shall the Government be required to pay the Contractor any amount in excess of the funds obligated under this contract at the time of the discontinuance of work.

(d) Fee(s) withheld pursuant to the terms and conditions of this contract shall not be paid until the contract has been modified to reduce the fee(s) in accordance with paragraph (c) above, or until the Procuring Contracting Officer has advised the paying office in writing that no fee adjustment is required.

(End of Text)

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

### SECTION C DESCRIPTIONS AND SPECIFICATIONS

PROVIDE PROFESSIONAL WORKFORCE AND INTEGRATED PROJECT TEAM DEVELOPMENT (IPTD), CONSULTING, AND LOGISTICS SERVICES IN SUPPORT OF NAVSEA04X AND NAVAL SHIPYARD TRAINING AND EDUCATION PROGRAM (NSTEP), RELATED RESOURCE AND WORKFORCE COMPETENCY DEVELOPMENT PROGRAMS, AND NAVAL SHIPYARD TRANSFORMATION INITIATIVES.

#### **INTRODUCTION:**

The NAVSEA04/04X strategic plans focus on business strategies and objectives to improve Industrial Operations Management processes, work force excellence and customer focus. This includes Naval Ship Maintenance Community waterfront project team performance, work force competencies, and responsiveness to Fleet maintenance and modernization requirements. These strategies and objectives serve as the framework for plans and strategies within and across each of the naval shipyards and the One Nuclear Shipyard community. These plans establish the short and long term goals of revitalizing the workforce, increasing customer focus, reducing total costs, exercising safety and environmental leadership, improving business processes, and strengthening quality, technical excellence and ensure the preservation of the Navy's assured source of repair of its naval combatants well into the future.

#### **SCOPE:**

NAVSEA04 and the Naval Shipyards/Naval Ship Maintenance Community require assistance from a contractor with the requisite technical qualifications, personnel, management experience and corporate capability to provide non-personal advisory and expert assistance services.

The contractor shall provide the necessary management, technical and administrative personnel, materials, office equipment (including office automation equipment and software), consumable supplies and facilities, as applicable to meet the requirements of this Task Order and to support this contract.

Support required under this contract encompasses the following:

- Delivering blended technical, professional and leadership workforce and competency development programs and solutions, along with their associated assessments, requirements analysis, studies, surveys, knowledge sharing seminars/activities, analyses and evaluations;
- Providing program management, learning system/content management, technical and professional business process consulting support; and implementing specific education and training performance improvement initiatives in support of NAVSEA04 and the Naval Shipyards.

#### **OVERVIEW OF TASKING:**

Proposed program and related efforts consists of **three task areas**:

**Task Area 1:** Support for Naval Shipyard Training and Education Program (NSTEP) Initiatives which may include workforce development, competency alignment, facilitation, process and performance improvement, and organizational consulting services necessary to tie work force development to business process and performance. It also includes tiered supervisory and management development including the One Nuclear Shipyard Senior Management Workshop and other workforce development efforts that are intended primarily for Naval Shipyard Personnel.

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**Task Area 2:** The Naval Shipyard Project Management College (PMC) Program. This includes all Integrated Project Team Development (IPTD) sessions conducted to support availabilities in which a Naval Shipyard is the Lead Maintenance Activity or the Naval Supervising Authority. It may also include project management process, system and professional development learning solutions necessary to increase industrial operations and waterfront project management competency and improve team and individual performance.

**Task Area 3:** Naval Ship Maintenance Community Workforce and Team Development, which includes IPTD sessions and similar workforce development efforts for Naval Ship Maintenance Community organizations outside of the Naval Shipyards, such as: Ship Repair Facilities (SRF); the Supervisors of Ship Building; Fleet Regional Maintenance Centers (RMC); and the two private nuclear shipyards (NGNN/GDEB).

#### **DETAILED DESCRIPTION OF EACH TASK AREA:**

##### **Task Area 1: Naval Shipyard Training and Education Program (NSTEP) Support**

NAVSEA04 wishes to improve business performance through work force excellence and competency by coordinating management of Naval Shipyard training efforts. The objectives of such actions will be to increase individual effectiveness, learning solution quality, and reduce overall program costs. In pursuit of this objective, NAVSEA04 will be undertaking a number of training and education transformation initiatives and will require the contractor to provide consulting, facilitation and implementation support for initiatives focused on improving the business processes, learning methods and approach to the way the Naval Shipyards administer, analyze, plan, design, develop, implement, execute and govern/sustain their training programs to achieve personnel competency/proficiency, costs savings and improved quality and methods of instruction. NAVSEA will work with the contractor to determine the specific support needed to assist with these initiatives.

Support for the NSTEP will include program infrastructure consulting; process administration; organizational and technical implementation; and the governance necessary to evolve to the new program construct and achieve program efficiencies. Components of this area include Civilian Leadership Development programs and associated courses as well as integrating the Industrial Operations Competency Aligned Organization initiative with the NSTEP Workforce Training and Development Pyramid. Specific tasking and deliverables will be issues by delivery order as progress and requirements dictate.

##### Representative Task:

One Nuclear Shipyard Senior Management Workshop; This workshop will be conducted two times a year in the vicinity of Washington DC. The objective of the workshop will be to better prepare senior shipyard managers (GS-14 and GS-15) for senior positions within the Naval Shipyard, including Department Head and Project Superintendent. The workshop will be designed to support corporate as well as national strategic initiatives. Each course will last approximately eight days and have approximately 20 students.

##### **Task Area 2: Naval Shipyard Project Management College (PMC) Program**

The principle focus of this Program is to increase the competency of the Naval Shipyard work force assigned to positions with roles and responsibilities critical to availability planning and waterfront project team execution success.

Project team personnel continuously rotate and assume new positions throughout their careers. Through the PMC they will receive ongoing technical, professional and team training on the intricacies of managing large scale industrial complex projects that focus on both planned and emergent nuclear and non-nuclear

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ship repair availabilities. In alignment with the NSTEP Development Pyramid, the PMC Program will include three primary program areas: 1) Project Management Systems and Process Training; 2) Project Management Professional Training; and 3) Integrated Project Team Development Training (IPTD -- for Aircraft Carriers, Submarines and Surface Ships)

Each of these program areas are designed to achieve both corporate competency alignment at a high-level with the waterfront execution program area of responsibility and platform specific community alignment as outlined by: a Naval Shipyard appointed Management Board; the corresponding "Team 1" organization Executive Steering Committee; and the Fleet customer and ship's force "user" communities. Oversight of each of these program areas is the responsibility of designated NAVSEA Program Manager/Sponsors (Dean), Naval Shipyard platform program managers/leaders, and associated community subject matter experts (SME's) or process owners/masters.

In order to be considered successful, the PMC Program must continue to deliver an integrated high-level professional curriculum that simultaneously satisfies the immediate and long-range needs of the industrial operations base and naval ship maintenance community. The contractor's familiarity with the community and continuous support of strategic initiatives is essential. Contractor and shipyard personnel will partner in the development, delivery and improvement of the Program products/sessions.

The PMC Program of the future will integrate systems, processes, formal education and integrated project team development to provide a depth and breadth of competency within the naval shipyard operations area of responsibility. Training will be aligned with industry best practices and incorporate NAVSEA/NSY business model specific content. The ability to award Professional Development Units (PDU's) will be considered essential.

The actual number of delivered IPTD sessions, duration of each session, and the associated delivery schedule of IPTD sessions and other learning solutions/courses is subject to change based on the dynamics of shipyard, ship and project team availability, along with the associated budget and scheduling process.

The contractor will work closely with designated Government officials to create and maintain a delivery schedule that is based upon the delivery criteria specified by the NSTEP Management Board. In order to support ongoing maintenance initiatives and avoid undue disruption to current professional development services to the fleet, the contractor must be able to begin delivery of IPTD sessions defined by the above criteria within one month of contract award.

#### Representative Tasks:

Aircraft Carrier Team Integrated Project Team Development (IPTD): An Aircraft Carrier Integrated Project Team Development solution will be delivered for each project team responsible for a major Aircraft Carrier availability (including Programmed Incremental Availabilities and Docking Programmed Incremental Availabilities) where the Naval Shipyard is the Naval Supervising Authority (NSA) or the Lead Maintenance Activity (LMA). The goal of Aircraft Carrier Team Integrated Project Team Development is to improve project team performance and promote the initiatives and strategic objectives of NAVSEA and key stakeholders.

The Aircraft Carrier IPTD solution will be delivered in three phases (STEPS), with each step focusing on the needs of the project team during the portion of the project planning lifecycle in which the step is conducted.

- The STEP I IPTD session will be delivered approximately 10 months prior to the start of the availability, last approximately nine days, and include approximately 50 participants. To maximize the

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effectiveness of the time the project team is taken off line, promote team building and to allow for longer working hours, this session will be “residential”. Where practicable, two Aircraft Carrier Availability Project Teams will go through a joint STEP I session in order to promote knowledge sharing between the two teams and to reduce costs. A STEP I-S (supplemental) session may be conducted if, due to schedule constraints, key members of Ship’s Force cannot attend the STEP I session. The STEP I-S will last approximately 2 days and include approximately 40 participants. The focus of the STEP I-S will be to facilitate knowledge sharing, and discuss key availability issues, between Ship’s Force and other key project team stakeholders.

- The STEP II IPTD session will be delivered approximately 4 months prior to the start of the availability, last approximately 5 days, and include approximately 75 participants. There will be a separate STEP II session for each project team to allow the session’s content and schedule to be tailored to meet that team’s specific needs.
- The STEP III IPTD session will be delivered within one month of the start of the availability, will last approximately three days, and include approximately 175 participants. This will be a non-residential session, and there will be a separate STEP III session for each project team.
- When requested/directed by the Program Manager/Dean, a STEP IV session will be conducted for project teams responsible for conducting Docking Programmed Incremental Availabilities. This one day session will be conducted during availability execution, as determined the availabilities Project Superintendent, and will include approximately 75 participants.

Submarine IPTD: A Submarine Integrated Project Team Development solution will be delivered for each project team responsible for a major submarine availability (including Engineered Refueling Overhauls, Depot Modernization Periods, Extended Overhauls, SSGN Conversions, and Refueling Overhauls) where the Naval Shipyard is the Naval Supervising Authority (NSA) or the Lead Maintenance Activity (LMA). The goal of the Submarine Team Integrated Project Team Development is to improve project team performance and promote the initiatives and strategic objectives of NAVSEA and key stakeholders.

The submarine IPTD solution will be delivered in three phases (STEPS), with each step focusing on the needs of the project team during the portion of the project planning lifecycle in which the step is conducted.

- The STEP I IPTD session will be delivered approximately five to nine months prior to the start of the availability, last approximately five days, and include approximately 36 participants. This session will normally be residential. Where practicable, two Submarine Availability Project Teams will go through a joint STEP I IPTD session in order to promote knowledge sharing between the two teams and to reduce costs.
- The STEP II IPTD session will be delivered approximately one to two months prior to the start of the availability, last approximately 4 days, and include approximately 32 participants. The STEP II session will be “non-residential”. There will be a separate STEP II session for each project team to

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allow the session's content and schedule to be tailored to meet that team's specific needs.

- The STEP III IPTD session will be delivered within one month of the start of the availability, will last approximately one day, and include approximately 55 participants. This will be a non-residential session, and there will be a separate STEP III session for each project team.
- When requested/directed by the Program Manager/Dean, a specially designed STEP session will be conducted for submarine availability project teams that face unusual tasking or execution challenges. The duration and the number of participants for these STEP sessions will be tailored to meet the objectives stated by the Project Superintendent or IPTD Dean.

Large-Deck Amphibious IPTD: A Large-Deck Amphibious (L-Ship) Team Integrated Project Team Development session may be delivered for each project team responsible for a major L-Ship availability (including Phased Maintenance Availabilities) where the Naval Shipyard is the Naval Supervising Authority (NSA) or the Lead Maintenance Activity (LMA). The goal of the L-Ship Team Integrated Project Team Development sessions is to improve project team performance and promote the initiatives and strategic objectives of NAVSEA and key stakeholders. The session will be delivered approximately two months prior to the start of the availability, last for five days, include approximately 40 participants, and is residential.

### **Task Area 3: Naval Ship Maintenance Community Workforce and Team Development**

To support NAVSEA and Fleet Corporate Strategies and improve Regionalized Naval Ship Maintenance across the Naval Ship Maintenance community, additional professional development efforts similar to the Integrated Project Team Development Program (IPTD) may be needed for other Naval Ship Maintenance Organizations. The goal of these professional development efforts is to facilitate alignment with strategic goals, and support platform community alignment as outlined by "Team 1" Executive Steering Committees, Fleet sponsors and ships force "user" communities. In addition, these efforts will be used to improve inter/intra-organizational communication and interaction, facilitate process improvement, promote knowledge sharing, and provide other training and education that will improve the quality and cost effectiveness of Naval Ship Maintenance.

The work of this task is similar to Task Area 2 above, expanded to the "One Nuclear Shipyard" maintenance community. Taskings will be determined on a case basis.

#### **GENERAL TASK REQUIREMENTS FOR ALL TASK AREAS:**

1. This contract involves periodic exposure to classified materials up to and including the SECRET level, and access to secure work areas. It is the responsibility of the Contractor to ensure all of their personnel assigned to carry out this task order, has the required security clearance.
2. The contractor shall use MS Office products to generate electronic documents, spreadsheets, and presentations unless otherwise determined and agreed to.



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3. Provide management support for the each task along with strategic planning consultation and facilitation including:

- Evaluate issues and provide recommendations related to shipyard, and ship, submarine, information system, or weapon system cost, schedule, and performance with regards to Naval Ship Maintenance.
  
- Gather information, identify issues and provide recommendations and draft documentation to achieve overall goals for strategic planning.
  
- Provide programming, planning and budgeting management.
  
- Analyze, evaluate and provide recommendations for the planning, development, monitoring and execution of the program and all sub-program areas.
  
- Facilitate administration, design and governance processes, special advisory boards, offsite working sessions, working groups, audit teams etc.
  
- Analyze, evaluate and prepare program briefs, reports and correspondence.
  
- Review, analyze and provide recommendations to utilize new initiatives and best practices to improve areas within program and project management.
  
- Prepare and maintain program documentation.
  
- Conduct cost/performance trade off studies with regards to conducting workforce and competency development programs.
  
- Provide program support for reviews, conferences, briefings and other meetings.
  
- Conduct surveys and analyze results.

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- Review, track, and evaluate contract deliverables.
- Review, assess and monitor Naval Ship Maintenance initiatives and recommend workforce development efforts that may assist in the implementation of these initiatives.

4. Provide administrative, financial, logistic and technical support necessary to execute each task, scheduled sessions, and other requisite workforce development courses / solutions during this performance period, including:

- Perform, review and/or analyze feasibility, rough order of magnitude, and concept studies on alternative workforce development strategies and delivery methods.
- Make recommendations concerning how to utilize the PMC Program and Integrated Project Team Development to address technical, performance, producibility, life cycle, risk, ROI, and other issues affecting Naval Ship Maintenance.
- Facilitate offsite working sessions, working groups, etc. as required to determine program focus, strategies, and operational and tactical execution related efforts.
- Provide recommendations and initiatives for Naval Shipyard Training and Education Program to reduce overall costs, including but not limited to Business Case Analysis, cost benefit analysis, blended / e-learning solutions.
- Develop performance measurements/metrics with respect to the execution of all related efforts.
- Provide subject matter technical expertise for meetings, presentations, inquiries and action item resolution.
- Prepare risk assessments, analyses, studies, recommendations, documents and updates to documents associated with the program to ensure configuration management and consistency.
- Analyze and provide recommendations for training administration, documentation and information management.
- Provide consulting and instruction to selected Government Subject Matter Experts on curriculum development, production of training materials, and delivery of instruction.
- Coordinate with Government Subject Matter Experts to design, develop, and produce all student and instructor materials necessary for executing program courses of instruction, team sessions and related efforts.
- Plan, coordinate, and provide all logistic requirements required for carrying out the program and related efforts, including arrangement of facilities, supporting student materials, reference materials, and instructional equipment.
- Prepare briefing materials/issue papers/point papers/adhoc reports needed to support the program.
- Develop/prepare and review future year program plans.
- Provide program analysis and evaluation reports in support of the Navy programming process.
- Analyze information in program planning documents and processes.

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- Draft spreadsheets, reports, and conduct analysis for short and long-range planning requirements.
- Assist in the preparation of and provide recommendations to justify and defend budgets during all required annual and periodic budget submissions.

5. Develop and maintain an executive summary brief of the program in collaboration with the NSTEP Management Board responsible for this program's oversight. This brief will be developed with inputs from the Program Manager, the management board and Dean's.

6. Conduct monthly oversight conference calls with each program area as necessary to support successful program administration, execution and governance.

7. Conduct periodic visits to NAVSEA HQ, Naval Shipyards, Management Board members, Deans, instructors, corporate offices and project teams as necessary to support client needs, conduct interviews and offer consulting assistance in conjunction with program business and course execution.

8. With the support of the naval ship maintenance community process masters / subject matter experts, and direction from the management board, assist with the design, incorporation and delivery of materials or modules of instruction that may arise from participant feedback, lessons learned, changing environmental needs or success criteria, outcomes of individual curricula reviews and the suggestions of the management board. This may include migration to electronic media and learning solution and content management.

9. As appropriate to each program area, design and implement evaluation activities to determine the degree to which the Program meets its stated objectives and the expressed needs of the program area.

10. The government will provide guidance, personnel, points of contact, and the necessary inputs to course material, execution and strategic initiatives (within 5 working days of a request) in order to execute this statement of work.

11. A NSTEP Management Board executive planning meeting will be conducted annually to review program direction, future year schedule and session objectives, design, and content applicability. The contractor is responsible for facilitating this event, including arrangement of facilities, advanced reading materials, coordinating the agenda, and assisting Government representatives in preparing briefs and reviews associated with the delivery of this task order.

12. The contractor will provide consulting services and implementation support for NAVSEA transformation initiatives as directed by the Program Manager.

#### **DELIVERABLES:**

D1 Development, Coordination and Delivery of the One Nuclear Shipyard Senior Management Workshop.

D2 Development, Coordination and Delivery of the Submarine IPTD STEPs. (Task Areas 2 and 3 only)

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D3 Development, Coordination and Delivery of the Aircraft Carrier IPTD STEPs. (Task Areas 2 and 3 only)

D4 Development, Coordination and Delivery of the Large Deck Amphibious IPTD STEPs. (Task Areas 2 and 3 only)

D5 Conduct quarterly Program Reviews with NSTEP Program Manager and Management Board members or as required.

D6 Conduct monthly oversight conference calls with the Program area managers.

D7 Provide a monthly status reports to the COTR, Program Manager, and Certifying Official on progress and major accomplishments.

D8 Coordinate, facilitate and conduct an Annual NSTEP Board Meeting.

D9 Develop and maintain an executive summary brief of the program in collaboration with the BoD.

D10 Conduct evaluations in conjunction with each Program area.

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NAVSEA CAAS Review of Task Order No. N00178-04-D-4026-EH04 – Determination: Labor – 0% CAAS, 100% Non-CAAS. ODCs - 100% Non-CAAS.

Justification: The requirements addressed within subject Task Order were reviewed. During the review it was determined that the labor requirements addressed within the subject task order are 100% Non-CAAS per exemption 5 and identified within DoD Directive 4205.2 dated 10 February 1992 referenced within Title 10 U.S.C., Section 2212, that specifically exempts from the definition of CAAS, " .training obtained for individual professional development... "

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## **SECTION D PACKAGING AND MARKING**

Packaging and Marking shall be in accordance with Section D of the multiple award indefinite delivery indefinite quantity contract (MAC).

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## **SECTION E INSPECTION AND ACCEPTANCE**

Inspection and Acceptance will be in accordance with Section E of the SeaPort-E Multiple Award IDIQ contract.

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## SECTION F DELIVERABLES OR PERFORMANCE

### CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following firm items are from date of task order award through 12 months thereafter, estimated at:

1001AB	12/4/2007 - 12/3/2008
1001AC	1/18/2008 - 9/30/2008
1001AD	4/18/2008 - 9/30/2008
1002AB	12/4/2007 - 12/3/2008
1002AC	3/18/2008 - 12/2/2008
1002AD	3/18/2008 - 9/30/2008
1003AB	1/18/2008 - 9/30/2008
1003AC	1/18/2008 - 12/2/2008
3001AB	2/13/2008 - 9/30/2008
3001AC	1/18/2008 - 9/30/2008
3001AD	4/18/2008 - 9/30/2008
3002AB	3/18/2008 - 12/3/2008
3002AC	3/18/2008 - 12/2/2008
3003AB	1/18/2008 - 9/30/2008
3003AC	1/18/2008 - 12/2/2008

The period of performance for the following option items are from date of option exercise through 12 months thereafter, estimated at:

1001AA	12/3/2007 - 12/2/2008
1002AA	12/4/2007 - 12/3/2008
1003AA	12/4/2007 - 12/3/2008
3001AA	12/4/2007 - 12/3/2008
3002AA	12/4/2007 - 12/3/2008
3003AA	12/4/2007 - 12/3/2008
4001AA	12/4/2008 - 12/3/2009
4002AA	12/4/2008 - 12/3/2009
4003AA	12/4/2008 - 12/3/2009
6001AA	12/4/2008 - 12/3/2009
6002AA	12/4/2008 - 12/3/2009

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6003AA

12/4/2008 - 12/3/2009

The period of performance for the following award-term items are from date of option exercise through 12 months thereafter, estimated at:

4101AA	12/4/2009 - 12/3/2010
4102AA	12/4/2009 - 12/3/2010
4103AA	12/4/2009 - 12/3/2010
4201AA	12/4/2010 - 12/3/2011
4202AA	12/4/2010 - 12/3/2011
4203AA	12/16/2010 - 12/15/2011
4301AA	12/4/2011 - 12/3/2012
4302AA	12/4/2011 - 12/3/2012
4303AA	12/4/2011 - 12/3/2012
6101AA	12/4/2009 - 12/4/2010
6102AA	12/4/2009 - 12/3/2010
6103AA	12/4/2009 - 12/3/2010
6201AA	12/4/2010 - 12/3/2011
6202AA	12/4/2010 - 12/3/2011
6203AA	12/4/2010 - 12/3/2011
6301AA	12/4/2011 - 10/3/2012
6302AA	12/4/2011 - 12/3/2012
6303AA	12/4/2011 - 12/3/2012

Services to be performed hereunder will be provided at (insert specific address and building etc.)



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## SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager  
Lisa Auger  
[lisa.auger@navy.mil](mailto:lisa.auger@navy.mil)  
(207) 438-1616

### 252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall—

- (a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance; and
- (b) Separately identify a payment amount for each contract line item included in the payment requests.

### HQ G-2-0007 INVOICE INSTRUCTIONS (NAVSEA) (OCT 2006)

(a) In accordance with the clause of this contract entitled "ELECTRONIC SUBMISSION OF PAYMENT REQUESTS" (DFARS 252.232-7003), the Naval Sea Systems Command (NAVSEA) will utilize the DoD Wide Area Workflow Receipt and Acceptance (WAWF) system to accept supplies/services delivered under this contract. 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. Invoices for supplies/services rendered under this contract shall be submitted electronically through WAWF. Submission of hard copy DD250/invoices may no longer be accepted for payment.

(b) It is recommended that the person in your company designated as the Central Contractor Registration (CCR) Electronic Business (EB) Point of Contact and anyone responsible for the submission of invoices, 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 also are available at <http://acquisition.navy.mil/navyaos/content/view/full/3521/>. The most useful guides are "Getting Started for Vendors" and "WAWF Vendor Guide".

(c) The designated CCR EB point of contact is responsible for activating the company's CAGE code on WAWF by calling 1-866-618-5988. Once the company is activated, the CCR EB point of contact will self-register under the company's CAGE code on WAWF and follow the instructions for a group administrator. After the company is set-up on WAWF, any additional persons responsible for submitting invoices must self-register under the company's CAGE code at <https://wawf.eb.mil>.

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(d) The following information regarding invoice routing is provided for completion of the invoice in WAWF:

WAWF Invoice Type Cost Voucher

Issuing Office	N00024
Administration Office	Insert the UIC of the activity who pays the contract
DCAA	Insert the UIC of the activity who pays this contract
Service Approver	N00024
Inspector	None
Service Acceptor	None
LPO DODAAC:	None
Paying Office:	Insert the UIC of the activity who pays the contract

Attachments created in any Microsoft Office product may be attached to the WAWF invoice, e.g., backup documentation, timesheets, etc. Maximum limit for size of each file is 2 megabytes. Maximum limit for size of files per invoice is 5 megabytes.

(e) Before closing out of an invoice session in WAWF, but after submitting the document(s), you will be prompted to send additional email notifications. Click on "Send More Email Notification" and add the acceptor/receiver email addresses noted below in the first email address block, and add any other additional email addresses desired in the following blocks. This additional notification to the government is important to ensure that the acceptor/receiver is aware that the invoice documents have been submitted into WAWF.

Send Additional Email Notification To: robert.ratner@navy.mil

(f) The contractor shall submit invoices for payment per contract terms and the government shall process invoices for payment per contract terms.

(g) If you have any questions regarding WAWF, please contact the WAWF helpdesk at the above 1-866 number or the NAVSEA WAWF point of contact Margaret Morgan at (202) 781-4815 or margaret.morgan@navy.mil.

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## SECTION H SPECIAL CONTRACT REQUIREMENTS

Special Contract Requirements (Section H Clauses) shall be in accordance with Section H of SeaPort Multiple Award IDIQ contracts.

### **5252.232-9104 ALLOTMENT OF FUNDS (JAN 2008)** (Applicable to 1000 and 3000 series CLINS)

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

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

(c) CLIN/SLINs 1001AB, 1001AC, 1001AD, 1002AB, 1002AC, 1002AD, 1003AB, 1003AC, 3001AB, 3001AC, 3001AD, 3002AB, 3002AC, 3003AB and 3003AC are fully funded and performance under these CLINs/SLINs is subject to the clause of this contract entitled "LIMITATION OF COST" (FAR 52.232-20) or "LIMITATION OF COST (FACILITIES)" (FAR 52.232-21), as applicable.

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

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

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

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

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

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

(c) If, in the opinion of the Contractor, any technical instruction calls for effort outside the scope of the contract or is inconsistent with this requirement, the Contractor shall notify the Contracting Officer in writing within ten (10)

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working days after the receipt of any such instruction. The Contractor shall not proceed with the work affected by the technical instruction unless and until the Contractor is notified by the Contracting Officer that the technical instruction is within the scope of this contract.

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

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## SECTION I CONTRACT CLAUSES

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

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

Item	Latest Option Exercise Date
1101AA 3101AA	Jan 2008
1102AA 3102AA	Jan 2008
1103AA 3102AA	Jan 2008
4001AA 6001AA	Jan 2009
4002AA 6002AA	Jan 2009
4003AA 6002AA	Jan 2009
4101AA 6101AA	Jan 2010
4102AA 6102AA	Jan 2010
4103AA 6103AA	Jan 2010
4201AA 6201AA	Jan 2011
4202AA 6202AA	Jan 2011
4203AA 6203AA	Jan 2011

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

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## **SECTION J LIST OF ATTACHMENTS**

Attachment (1) - FADs in the amount of \$500,000 (FY 08 O&MN)

Attachment (2) - Contract Security Classification Specification (DD Form 254)

Attachment (3) - FADs in the amount of \$837,250 (FY 08 O&MN and SCN)

Attachment (4) - FADs in the amount of \$425,000 (FY 08 O&MN)

Attachment (5) - FADs in the amount of \$690,958 (FY 08 O&MN and SCN)

Attachment (6) - FADs in the amount of \$150,000 (FY 08 O&MN)

Attachment (7) - FADs in the amount of (\$44,250 SCN).

Attachment (8) - FADs in the amount of \$615,000 (FY08 O&MN)