OMB Approval 2700-0042

# AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE 1 OF PAGES 6

2. AMENDMENT/MODIFICATION NO. 0001

3. EFFECTIVE DATE 10 Feb 2004

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE N00164

Contracting Officer (Code 1164EJ; Joe Christley
NAVSURFWARCENDIV
300 Highway 361
Crane, IN 47522-5011

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

8. NAME AND ADDRESS OF CONTRACTOR *(No. Street, county, State and ZIP: Code)*

Cage DUNS email

CODE FACILITY CODE

(✓) 9A. AMENDMENT OF SOLICITATION NO. N00164-04-R-6637

X 9B. DATED *(SEE ITEM 11)* 21 Jan 04

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED *(SEE ITEM 13)*

## 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 ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATA 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 data specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

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

(✓) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

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).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER Specify type of modification and authority)

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

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

See Pages 2 through 6.

Except at provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

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

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

15B. CONTRACTOR/OFFEROR

*(Signature of person authorized to sign)*

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

BY

*(Signature of Contracting Officer)*

16C. DATE SIGNED

This amendment is issued to make the following changes, corrections and clarifications.

1. The closing date of the solicitation is extended to the 27th of February 2004, 2:00 PM EST.
2. The following attachments were left out of the solicitation and are now being added. CDRLs A001 through A006 and B001 and the contract DD254 contract security classification specification.
3. In paragraph 1.0 of the Statement of Work (SOW) the first sentence is changed to read as follows with the changes underlined:

The objective of this Statement of Work (SOW) is to provide technical subject matter expertise, non-personal services as described in paragraph 3.1 of the SOW for the Electronic Development Directorate in support of the Tactical Software Branch, Code 6067.

4. In paragraph 3.1 of the SOW the following sentence is added:

Contractor employees will NOT serve as a decision-making member of either (any) panel regarding review, acceptance of work, or approvals.

5. In paragraph 3.8 of the SOW the following sentence is added:

Therefore, contractor personnel assigned to these task must hold a SECRET level security clearance or other clearance level as appropriate for the task.

6. On page 13 Section "E" the clause "Expediting Contract Closeout (NAVSEA) (DEC 1995)" is duplicated. It should be include in the solicitation only once.

7. On page 15 in the clause PURCHASING OFFICE REPRESENTATIVE LANGUAGE the ATTN: line is changed to Code 1164EJ Joe Christley.

8. On page 36 Evaluation Factors paragraph (b) is revised to read as follows:

The importance of cost will increase with the degree of equality of the proposals in relation to the other factors on which selection is to be based, or when cost is so significantly high as to diminish the value of the past performance superiority to the Government.

9. The following clarifications are in response to questions received from interested parties who have viewed the solicitation.

# N00164-04-R-6637 Clarifying Questions

1. Section B: Item 0001 states that the "Minimum" amount to be awarded under each Task Order will be **$100,000**, but paragraph "Order Limitations (Oct 1995) (FAR 52.216-19) Section (a) states:

   "When the government requires supplies or services covered by this contract in an amount of less than **$25,000**, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract."

**Q - There appears to be a conflict between the two sections?**

**A - The $100K is the guaranteed contract minimum for the full five years and the $25K minimum is the minimum amount for each individual task order.**

2. Section C: Section 4.0 states,

   "The objective of this Statement of Work (SOW) is to provide technical subject matter expertise, non-personal services for the Electronic Development Directorate specifically in support of the Tactical Software Branch, Code 6067. This provides level-of-effort technical subject matter expertise support to **all programs and projects associated with Code 6067**. Contractor support includes performing software failure mode and effect analysis, software/hardware safety analysis, generating software system test plans, and providing IV&V support."

**Q - Differing areas of expertise may be required to ensure technical subject matter expertise support is provided to Code 6067. Would it be possible to have list of current and potential future projects currently associated or targeted with Code?**

**A - No. The contractor should have a broad spectrum of successful experience that is documented to demonstrate the necessary capability to perform the tasking described in the SOW.**

3. Section C: Section 6.1 states,

   "General. The Contractor shall provide a level of effort to perform **needed software and hardware system safety services** across a variety of systems. This shall include analyzing systems, writing reports, making recommendations, and supporting the Tactical Software Branch in dealing with Weapons System Explosive Safety Review Board (WSESRB) and Software System Safety Technical Review Panel (SSSTRP) approval for Tactical Software

projects. This support includes attendance at the SSSTRP and answering any action items the SSSTRP may assign."

**Q - A MIL STD 882 system safety program is normally tailored based on the assessed residual risk levels based on specific risk exposure, environmental conditions, and design characteristics. How and by whom will the assessment of current and targeted residual risk assessments be accomplished?**

**A - This depends on the project. Some will come with an assessment and some will not. For those that don't, it is likely that the contract award winner will be tasked to provide the assessment.**

4. Section C: Section 6.33 states,
"The contractor shall recommend additions to system testing to stress the software for safety-critical software components under varying conditions of environment and input-quality. System testing shall include testing of **any commercial or government furnished software** present in the system. (CDRL A004)"

**Q - Will the government recognize that the source code and development documentation may not be available or even existent for many commercial or government off the shelf software products?**

**A - Yes**

5. Section C: Section 6.4 states,
"Documentation And Reports. The contractor shall be required to document his analysis, findings, and recommendations in oral and/or written reports. (CRDL A004) The contractor's findings and recommendations shall be incorporated into the Software life-cycle documents (such as the Software Design documents and the Software Test Plans) to eliminate or mitigate the risk of hazards. (CDRL A006) **The contractor shall be required to present his findings at reviews such as the System Requirements Review, the System Design Review and the Software Requirements, and the Test Readiness Review. The contractor shall assist the TSB with documentation and presentation at the Weapons System Explosive Safety Review Board (WSESRB) and Software System Safety Technical Review Panel (SSSTRP).** (CDRLs, A001, A003, A004, A005, A006)"

**Q - Many of the mandatory reviews to be supported by the contractor have Draft Reviews, Dry Runs and/or Rehearsals before the formal review. Will these requirements be delineated in the Task Order?**

**A - Yes**

6. Section C: Section 6.51 states,

"Government Furnished Information (GFI). Information applicable to this SOW to the extent specified herein not listed shall be identified and provided on an as-needed basis during the evolution of this SOW. This information shall be identified as required. Once identified, **the Contractor shall give the Government 30 days to respond."**

But Section 6.5.2 states,
"Government Furnished Property/Equipment (GFP/GFE). Property and Equipment applicable to this SOW to the extent specified herein not listed shall be identified and provided on an as-needed basis during the evolution of this SOW."

**Q - There is no time limit for the Government to supply GFP/GFE. What is the anticipated time to provide?**

**A - Regarding paragraph 6.5.2, additional information will be specified in each individual task order.**

7. Section C: Paragraph between Section 6.6.4 and 6.7states,
"Location of Work and Travel. Work shall be performed at NSWC Crane and at the contractor's facility. It is anticipated that the Contractor will travel to NSWC Crane at least twice a month, each trip of 5 days in duration. Additional travel requirements and locations will be identified in each TO."

**Q - Will the Task Order specify the number of personnel support required for each of these travel requirements?**

**A - Sufficient information to determine the number of travelers will be provided with each task order.**

8. Section L: INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS, FACILITY SECURITY CLEARANCE (NAVSEA) (SEP 1990), paragraph (a) states:
"(a) No award will be made to any offeror which does not possess a facility security clearance issued by the Defense Investigative Service at the level specified in the **DD 254 attached hereto**. Naval Surface Warfare Center, Crane Division will initiate appropriate security clearance action for any apparent successful offeror which does not already possess such clearance. The Government is not obligated to delay award pending security clearance of any offeror."

**Q - Will the Government provide the "DD254"? Additionally, usually clearances are only permitted with a current contract in force with clearance from the respective contracts COTR. Will answering this posting be sufficient for the need for access criteria imposed by security?**

**A - A DD254 was provided in the amendment. The successful offeror will be required to have the appropriate clearance.**

9. Section B: SUPPLIES OR SERVICES AND PRICES/COSTS

Section F, Deliveries or Performance states that, Services to be furnished under Item 0001 hereunder shall be performed and completed within __*__ months from the effective date of the contract and that all work will be performed at the level of effort specified in SECTION B.

**Q – Since there is no indication of an anticipated award date (which can impact current rates) and there is no level of effort specified in SECTION B, and there is no man-hour minimum/maximum delineated, and no sample tasking upon which to base an estimated LOE until a Delivery Order is actually issued by the government, is it acceptable for an offer to price this proposal using an hourly fully burdened rate by job category using rates for an estimated base year of six months' plus four full follow-on years?**

**A – For purposes of submitting cost data, interested parties should plan on an award date of 1 May 2004. The contractor should submit fully burdened rates by job categories for one full year in accordance with the following format provided as Exibit "B" which is included in this amendment.**

# COST PROPOSAL EXHIBIT (EXHIBIT B)

Based on the Government estimates, the offeror is required to provide a proposal for contract year 1 below. The offeror shall complete all of the blanks with either the appropriate number or N/A (Not Applicable). For example, if an offeror's accounting system is not set up to claim facilities capital cost of money as a separate cost element the offeror would mark those blanks with "N/A."

The offeror shall identify the proposed subcontractors by name, address, telephone number, and point of contact. Offerors shall identify what type or types of subcontracting arrangements will be in place (e.g. cost-plus-fixed-fee, time and materials, fixed-price, or other as applicable). If the offeror is unable to obtain direct and indirect rates from the proposed subcontractor, it is requested that the offeror reproduce this exhibit C, provide the pages to the proposed subcontractor and advise the proposed subcontractor to provide the backup data to the Government directly.

The number of labor hours proposed for each labor category shall be equivalent to the hours outlined below. For example, the total number hours for the Program Manager category is 300 for year 1. If an offeror is proposing to subcontract a portion of those hours, the number of hours within the Cost Proposal Exhibit for the prime offeror for that category, when added to the number of hours within the Cost Proposal Exhibits for all subcontractors for that category, should equal 300.

Offeror shall assume an award date of 5/1/04 for purposes of completing this exhibit C. It is understood that different vendors have different fiscal years and different methods and times of changing rates. It is also understood that some of the labor categories below may require several individuals within the category to perform the hours required. Thus, composite rates are to be proposed where applicable.

CONTRACTOR/SUBCONTRACTOR NAME: _____

CONTRACTOR/SUBCONTRACTOR POINT OF CONTACT:
Phone Number: _____
Email Address: _____

TYPE OF SUBCONTRACT (e.g. time & materials, cost-plus-fixed-fee): _____

COGNIZANT DCAA OR OTHER OFFICE NAME & ADDRESS: _____
_____
_____

COGNIZANT AUDITOR'S NAME: _____

COGNIZANT AUDITOR'S PHONE NUMBER: _____

COGNIZANT AUDITOR'S EMAIL ADDRESS: _____

PROPOSED FEE PERCENTAGE FOR CPFF WORK: _____

PROPOSED PROFIT/FEE PERCENTAGE FOR OTHER CONTRACT TYPES IF APPLICABLE (SUBS ONLY): _____

**CONTRACT YEAR 1 (Estimated 5/01/04 Through 4/30/05)**

**Direct Labor**

| Labor Category | Est Hrs | Proposed Rate | Loaded Rate |
|---|---|---|---|
| Program Manager | 300 | | |
| Senior SW Safety Engineer | 1,800 | | |
| Data Technician | 300 | | |
| Admin Assistant | 300 | | |
| **Total Hours** | **2700** | | |

| | **Proposed Annual Cost** |
|---|---|
| Travel | $ |
| | **Estimated Annual Cost** |
| Material/Training | $14,000 |

1. The above table shows total hours for year 1. Offerors shall propose rates for the year. Offerors are not required to propose direct and indirect rates for years 2 through 5. However, if there is reason to estimate significant changes to direct and indirect rates for years 2 through 5 (i.e. extraordinary changes other than anticipated/normal escalation on direct labor and normal fluctuations in indirect rates), offerors shall estimate the changes in the space provided on this page and provide the rationale for the anticipated changes. Again, normal/standard rate changes need not be explained.

2. Proposed travel cost shall be based on 24 trips to NSWC Crane, IN with each trip having a duration of five days and three trips to an East Coast location of five days duration each trip and three trips to a West Coast location having a duration of five days each trip. The exact location of the east and west coast trips are unknown.

3. The Government has estimated a cost of $14,000 per year for material/training.

**Proposed Applicable Labor Overhead Rates:**
Proposed Rate:_____ Proposed Base to which rate is applied (e.g. total labor dollars):_____

**Other Proposed Indirect Rates:** Include any and all indirect rates.

| Nomenclature (e.g. G&A, Cost of Money) | Proposed Base Indirect Rates are applied to (e.g. total labor dollars, total costs) |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**Proposed Fee**

Proposed Fee Percentage (Non-Fixed-Price Work) _____

Proposed Base to which fee percentage is applied (e.g. total costs) _____

**Loaded Rate Formula**

Contractor/Subcontractor shall illustrate formula utilized to arrive at loaded labor rates

**Subcontract Costs**

Contractor/Subcontractor shall describe what indirect costs are applied to team subcontractors and non-team subcontractors.

# DEPARTMENT OF DEFENSE
# CONTRACT SECURITY CLASSIFICATION SPECIFICATION

*(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)*

**1. CLEARANCE AND SAFEGUARDING**

a. FACILITY CLEARANCE REQUIRED: SECRET

b. LEVEL OF SAFEGUARDING REQUIRED: NONE

**2. THIS SPECIFICATION IS FOR:** *(X and complete as applicable)*

| | | |
|---|---|---|
| | a. PRIME CONTRACT NUMBER | |
| | b. SUBCONTRACT NUMBER | |
| X | c. SOLICITATION OR OTHER NUMBER: N00164-04-R-6637 | DUE DATE *(YYYYMMDD)* |

**3. THIS SPECIFICATION IS:** *(X and complete as applicable)*

| | | | |
|---|---|---|---|
| X | a. ORIGINAL *(Complete date in all cases)* | | DATE *(YYYYMMDD)* 2003/11/07 |
| | b. REVISED *(Supersedes all previous specs)* | REVISION NO. | DATE *(YYYYMMDD)* |
| | c. FINAL *(Complete Item 5 in all cases)* | | DATE *(YYYYMMDD)* |

**4. IS THIS A FOLLOW-ON CONTRACT?** [ ] YES [X] NO. If Yes, complete the following:

Classified material received or generated under _____ *(Preceding Contract Number)* is transferred to this follow-on contract.

**5. IS THIS A FINAL DD FORM 254?** [ ] YES [X] NO. If Yes, complete the following:

In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____

**6. CONTRACTOR** *(Include Commercial and Government Entity (CAGE) Code)*

| a. NAME, ADDRESS, AND ZIP CODE | b. CAGE CODE | c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)* |
|---|---|---|
| | | |

**7. SUBCONTRACTOR**

| a. NAME, ADDRESS, AND ZIP CODE | b. CAGE CODE | c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)* |
|---|---|---|
| | | |

**8. ACTUAL PERFORMANCE**

| a. LOCATION | b. CAGE CODE | c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)* |
|---|---|---|
| | | |

**9. GENERAL IDENTIFICATION OF THIS PROCUREMENT**

Contractor will provide Software Systems Safety engineering services across a wide variety of weapon systems.

| 10. CONTRACTOR WILL REQUIRE ACCESS TO: | YES | NO |
|---|---|---|
| a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION | | X |
| b. RESTRICTED DATA | | X |
| c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION | | X |
| d. FORMERLY RESTRICTED DATA | | X |
| e. INTELLIGENCE INFORMATION | | |
| (1) Sensitive Compartmented Information (SCI) | | X |
| (2) Non-SCI | | X |
| f. SPECIAL ACCESS INFORMATION | | X |
| g. NATO INFORMATION | | X |
| h. FOREIGN GOVERNMENT INFORMATION | | X |
| i. LIMITED DISSEMINATION INFORMATION | | X |
| j. FOR OFFICIAL USE ONLY INFORMATION | X | |
| k. OTHER *(Specify)* | | X |

| 11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL: | YES | NO |
|---|---|---|
| a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY | X | |
| b. RECEIVE CLASSIFIED DOCUMENTS ONLY | | X |
| c. RECEIVE AND GENERATE CLASSIFIED MATERIAL | | X |
| d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE | | X |
| e. PERFORM SERVICES ONLY | X | |
| f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES | | X |
| g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER | | X |
| h. REQUIRE A COMSEC ACCOUNT | | X |
| i. HAVE TEMPEST REQUIREMENTS | | X |
| j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS | | X |
| k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE | | X |
| l. OTHER *(Specify)* | | X |



Reset

**12. PUBLIC RELEASE.** Any information *(classified or unclassified)* pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release [ ] Direct [X] Through *(Specify)*

COMMANDER, NAWC CRANE
CODE 052 (PUBLIC AFFAIRS)
300 HIGHWAY 361, CRANE, IN 47522-5001

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

**13. SECURITY GUIDANCE.** The security classifiection guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. *(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)*

Contract performance is restricted to NSWC Crane, Building 2036, Code 6067, 300 Highway 361, Crane, IN 47522-5001.

This contract is for software Safety engineering services. Classification markings on the material to be furnished will provide the classification guidance necessary for the performance of this contract.

Appropriate classification guides will be provided when task orders, issued under this contract are generated.

For Official Use Only (FOUO) information will be safe guarded in accordance with DOD 5200.1-R, Appendix C.

**14. ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract. [ ] Yes [X] No
*(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)*

**15. INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. [ ] Yes [X] No
*(If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)*

**16. CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

| a. TYPED NAME OF CERTIFYING OFFICIAL | b. TITLE | c. TELEPHONE *(Include Area Code)* |
|---|---|---|
| JEFFERY DUZAN | CONTRACTING OFFICER'S SECURITY REPRESENTATIVE | 812-854-5611 |

d. ADDRESS *(Include Zip Code)*
COMMANDER, NSWC CRANE
CODE RP2JD, BLDG. 10
300 HIGHWAY 361, CRANE IN 47522-5001

e. SIGNATURE
11-17-03

**17. REQUIRED DISTRIBUTION**

| | |
|---|---|
| [X] | a. CONTRACTOR |
| [ ] | b. SUBCONTRACTOR |
| [X] | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR |
| [ ] | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| [X] | e. ADMINISTRATIVE CONTRACTING OFFICER |
| [X] | f. OTHERS AS NECESSARY |

## ADDENDUM II

ADDRESSES FOR CDRL DISTRIBUTION

**NSWC Crane – Code 606 Copies**

**TPOC:**
NSWC Crane
Attn: Kelly Bly
300 Highway 361
Code 6067, Bldg. 2036
Crane, IN 47522-5060
Kelly.Bly@ssa.crane.navy.mil

**Project Manager:**

NSWC Crane
Attn: Gary Bullock
300 Highway 361
Code 6067, Bldg. 3036
Crane, IN 47522-5060
bullock_g@crane.navy.mil

**NSWC Crane – PCO Copies**

NSWC Crane
Attn: Joe Christley
300 Highway 361
Code 1164, Bldg. 64
Crane, IN 47522-5011
Christley_j@crane.navy.mil

# CONTRACT DATA REQUIREMENTS LIST

*(2 Data Items)*

*Form Approved*
*OMB No. 0704-0188*

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. Listed in Block E.

| A. CONTRACT LINE ITEM NO. | B. EXHIBIT | C. CATEGORY |
|---|---|---|
| 0002 | A | TDP ____ TM ____ OTHER MGMT |

| D. SYSTEM/ITEM | E. CONTRACT/PR NO. | F. CONTRACTOR |
|---|---|---|
| SW Safety Engineering Service | N00164-04-D-xxxx | TBD |

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE |
|---|---|---|
| A001 | Status Report | Monthly |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| DI-MGMT-80227 | SOW Para 3.4, 3.6.1, 3.6.4 | NSWC CRANE, CODE 606 |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| LT | B | MTHLY | See Block 16 |

| 8. APP CODE | 11. AS OF DATE | 13. DATE OF SUBSEQUENT SUBMISSION |
|---|---|---|
| | 15th DOM | MTHLY THEREAFTER |

14. DISTRIBUTION

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| TPOC | 0 | 1 | 0 |
| Project Mgr | 0 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 0 | 3 | 0 |

16. REMARKS

Block 2: Summarizes status for overall contract and each delivery order.

Block 4: Replace Para. 10.2 of DID with "Contractor Format Acceptable".

Block 12: First submission is due NLT the 15th day following the end of the first full reporting month ACA.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail.

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE |
|---|---|---|
| A002 | Contract Work Breakdown Structure | |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| DI-MGMT-81334 | SOW Para 3.6.3 | NSWC CRANE, CODE 606 |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| LT | B | ONCE/R | 30 DAC |

| 8. APP CODE | 11. AS OF DATE | 13. DATE OF SUBSEQUENT SUBMISSION |
|---|---|---|
| A | See Blk 16 | See Blk 16 |

14. DISTRIBUTION

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| COR | 0 | 1 | 0 |
| Project Mgr | 0 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 0 | 3 | 0 |

16. REMARKS

Block 12: Draft due 1 MAC. 30 days for Government review and approval. Government approval if comments not returned within 30 days.

Block 11 & 13: Final due 3 MAC.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail.

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

| G. PREPARED BY | H. DATE | I. APPROVED BY | J. DATE |
|---|---|---|---|
| Bree Hartlage | 02 OCT 03 | Robin Cromwell, NSWC Crane PjM | 02 OCT 03 |

# CONTRACT DATA REQUIREMENTS LIST
(2 Data Items)

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. Listed in Block E.

| A. CONTRACT LINE ITEM NO. | B. EXHIBIT | C. CATEGORY |
|---|---|---|
| 0002 | A | TDP ____ TM ____ OTHER ADMN/MISC |

| D. SYSTEM/ITEM | E. CONTRACT/PR NO. | F. CONTRACTOR |
|---|---|---|
| SW Safety Engineering Service | N00164-04-D-xxxx | TBD |

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE |
|---|---|---|
| A003 | Presentation Material | |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| DI-ADMN-81313 | SOW Para 3.4 | NSWC CRANE, CODE 606 |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| | | ASREQ | ASREQ |
| **8. APP CODE** | | **11. AS OF DATE** | **13. DATE OF SUBSEQUENT SUBMISSION** |
| | | See Block 16 | See Block 16 |

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

16. REMARKS

Block 10 & 11, 12 & 13: Presentation materials requirements will be specified within a Delivery Order. Unless otherwise specified in Delivery Order, documents can be provided along with the next monthly status report (A001).

Block 14: Documents shall be in electronic form. Document shall be transmitted either by e-mail or on CD-ROM.

14. DISTRIBUTION

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| TPOC | 0 | 1 | 0 |
| Project Mgr | 0 | 1 | 0 |
| 15. TOTAL -> | 0 | 2 | 0 |

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE |
|---|---|---|
| A004 | Technical Report-Study/Services | |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| DI-MISC-80508A | SOW Para 3.2, 3.3, 3.4 | NSWC CRANE, CODE 606 |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| LT | | ASREQ | See Block 16 |
| **8. APP CODE** | | **11. AS OF DATE** | **13. DATE OF SUBSEQUENT SUBMISSION** |
| | B | See Block 16 | See Block 16 |

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

16. REMARKS

Block 11, 12 & 13: Requirements will be specified in a Delivery Order.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail or on CD-ROM.

14. DISTRIBUTION

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| Project Mgr | 0 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 0 | 2 | 0 |

| G. PREPARED BY | H. DATE | I. APPROVED BY | J. DATE |
|---|---|---|---|
| Bree Hartlage | 02 OCT 03 | Robin Cromwell, NSWC Crane PjM | 02 OCT 03 |

# CONTRACT DATA REQUIREMENTS LIST

*(2 Data Items)*

*Form Approved*
*OMB No. 0704-0188*

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| A. CONTRACT LINE ITEM NO. | B. EXHIBIT | C. CATEGORY |
|---|---|---|
| 0002 | A | TDP ____ TM ____ OTHER Test/ADMN |

| D. SYSTEM/ITEM | E. CONTRACT/PR NO. | F. CONTRACTOR |
|---|---|---|
| SW Safety Engineering Service | N00164-04-D-xxxx | TBD |

**1. DATA ITEM NO.** A005
**2. TITLE OF DATA ITEM** Test Plan
**3. SUBTITLE**
**17. PRICE GROUP**
**18. ESTIMATED TOTAL PRICE**

**4. AUTHORITY** *(Data Acquisition Document No.)* DI-NDTI-80566
**5. CONTRACT REFERENCE** SOW Para 3.4
**6. REQUIRING OFFICE** NSWC CRANE, CODE 606
**7. DD 250 REQ** LT
**8. APP CODE** A
**9. DIST STATEMENT REQUIRED** B
**10 FREQUENCY** ONE/R
**11. AS OF DATE** See Block 16
**12. DATE OF FIRST SUBMISSION** See Block 16
**13. DATE OF SUBSEQUENT SUBMISSION** See Block 16

**14. DISTRIBUTION**

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| COR | 1 | 1 | 0 |
| Project Mgr | 1 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 2 | 3 | 0 |

**16. REMARKS**

Block 11 & 12: Date of first submission will be defined in Delivery Order. 30 days for Government review and approval. Government approval if comments not returned within 30 days.

Block 13: Final due 30 days after receipt of government comments.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail or on CD-ROM.

**1. DATA ITEM NO.** A006
**2. TITLE OF DATA ITEM** Revisions to Existing Gov't Documents
**3. SUBTITLE**
**17. PRICE GROUP**
**18. ESTIMATED TOTAL PRICE**

**4. AUTHORITY** *(Data Acquisition Document No.)* DI-ADMN-80925
**5. CONTRACT REFERENCE** SOW Para 3.1
**6. REQUIRING OFFICE** NSWC CRANE, CODE 606
**7. DD 250 REQ** LT
**8. APP CODE** A
**9. DIST STATEMENT REQUIRED** B
**10 FREQUENCY** ASREQ
**11. AS OF DATE** See Block 16
**12. DATE OF FIRST SUBMISSION** See Block 16
**13. DATE OF SUBSEQUENT SUBMISSION** See Block 16

**14. DISTRIBUTION**

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| COR | 1 | 1 | 0 |
| Project Mgr | 1 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 2 | 3 | 0 |

**16. REMARKS**

Block 11 & 12: Date of first submission will be defined in Delivery Order. 30 days for Government review and approval. Government approval if comments not returned within 30 days.

Block 13: Final due 30 days after receipt of government comments.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail or on CD-ROM.

| G. PREPARED BY | H. DATE | I. APPROVED BY | J. DATE |
|---|---|---|---|
| Bree Hartlage | 02 OCT 03 | Robin Cromwell, NSWC Crane PjM | 02 OCT 03 |

# CONTRACT DATA REQUIREMENTS LIST
(2 Data Items)

Form Approved
OMB No. 0704-0188

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| A. CONTRACT LINE ITEM NO. | B. EXHIBIT | C. CATEGORY |
|---|---|---|
| 0002 | B | TDP ____ TM ____ OTHER FNCL |

| D. SYSTEM/ITEM | E. CONTRACT/PR NO. | F. CONTRACTOR |
|---|---|---|
| SW Safety Engineering Service | N00164-04-D-xxxx | TBD |

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE | 17. PRICE GROUP |
|---|---|---|---|
| B001 | Funds and Man-Hour Expenditure Report | See Block 16 | 18. ESTIMATED TOTAL PRICE |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| DI-FNCL-80331 | SOW Para 3.6.2 | NSWC CRANE, CODE 606 |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| LT | B | MTHLY | See Block 16 |
| **8. APP CODE** | | **11. AS OF DATE** | **13. DATE OF SUBSEQUENT SUBMISSION** |
| | | 15th DOM | MTHLY THEREAFTER |

16. REMARKS

Block 3: For overall contract and each delivery order.

Block 4. Para. 10.3. Insert at the beginning of paragraph "In contractor format, ".

Block 12: First submission is due NLT the 15th day following the end of the first full reporting month ACA.

Block 14: Document shall be in electronic form (either MS Word or Adobe PDF file format). Document shall be transmitted via e-mail.

14. DISTRIBUTION

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|---|---|---|---|
| TPOC | 0 | 1 | 0 |
| Project Mgr | 0 | 1 | 0 |
| PCO (Cover Only) | 0 | 1 | 0 |
| 15. TOTAL -> | 0 | 3 | 0 |

| 1. DATA ITEM NO. | 2. TITLE OF DATA ITEM | 3. SUBTITLE | 17. PRICE GROUP |
|---|---|---|---|
| | | | 18. ESTIMATED TOTAL PRICE |

| 4. AUTHORITY (Data Acquisition Document No.) | 5. CONTRACT REFERENCE | 6. REQUIRING OFFICE |
|---|---|---|
| | | |

| 7. DD 250 REQ | 9. DIST STATEMENT REQUIRED | 10 FREQUENCY | 12. DATE OF FIRST SUBMISSION |
|---|---|---|---|
| | | | |
| **8. APP CODE** | | **11. AS OF DATE** | **13. DATE OF SUBSEQUENT SUBMISSION** |
| | | | |

16. REMARKS

14. DISTRIBUTION

| a. ADDRESSEE | b. COPIES Draft | Final Reg | Final Repro |
|---|---|---|---|
| 15. TOTAL -> | | | |

| G. PREPARED BY | H. DATE | I. APPROVED BY | J. DATE |
|---|---|---|---|
| Bree Hartlage | 02 OCT 03 | Robin Cromwell, NSWC Crane PjM | 02 OCT 03 |