

FOIA Electronic Reading Room

Document Coversheet

Document Description: N68936-00-D-0007 Latest 5 Delivery Orders

This document has been released in its entirety.

Portions of this document have been excised pursuant to the Freedom of Information Act. The applicable portion(s) excised and the exemption(s) applied are below indicated.

Exemption (b)(1) Information excised is properly and currently classified in the interest of national defense or foreign policy

Exemption (b)(2) Information excised is related solely to the internal rules and practices of the Agency.

Exemption (b)(3) Information excised is specifically exempt from disclosure by an Executive Order or Statute. Specifically:

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Exemption (b)(5) Information excised is internal advice, recommendations, or subjective evaluations pertaining to the decision-making process of the Agency.

Exemption (b)(6) Information excised is certain individual names and personal identifiers and is excised for heightened interest in the personal privacy of Department of Defense personnel that is concurrent with the increased security awareness demands.

Exemption (b) (7) Information excised is investigatory records or information compiled for law enforcement purposes

Exemption (b)(8) Information excised is records for the use of any agency responsible for the regulation or supervision of financial institutions

Exemption (6)(9) Information excised is records containing geological and geophysical information (including maps) concerning wells.

Please direct inquiries regarding this document to:

Commander (Code K00000D FOIA)
Naval Air Warfare Center Weapons Division
1 Administration Circle Stop 1009
China Lake, CA 93555-6100.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF
11

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N68936-01-D-0007	2. DELIVERY ORDER/ CALL NO. 0201	3. DATE OF ORDER/CALL 2003Dec22	4. REQ/ PURCH. REQUEST NO. 0010082528	5. PRIORITY
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6. ISSUED BY CDR NAWCWD CODE 230000E ATTN: T. BYRNES (805) 989-0959 575 "I", BLDG 65 POINT MUGU CA 93042-5049	CODE N68936	7. ADMINISTERED BY DCMA BALTIMORE 217 E. REDWOOD, SUITE 1800 BALTIMORE MD 21202-5299	CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR TEAM QUALTEC NANCY WHISMAN 23330 COTTONWOOD PARKWAY #150 CALIFORNIA MD 20619-2070	CODE 1RN86	FACILITY	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS	13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15

14. SHIP TO SEE SCHEDULE	CODE	15. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER & MOCAS SOUTH ENTITLEMENTS PO BOX 182264 COLUMBUS OH 43218-2264	CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated _____ Furnish the following on terms specified herein.
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.			

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
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If this box is marked, supplier must sign Acceptance and return the following number of copies:

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

* 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

	24. UNITED STATES OF AMERICA <i>Sharon Schumann</i> BY: SHARON SCHUMANN CONTRACTING / ORDERING OFFICER	25. TOTAL	\$119,158.02
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26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	27. SHIP NO. <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	28. DO VOUCHER NO.	29. TOTAL DIFFERENCES	30. INITIALS
36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____	31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		33. AMOUNT VERIFIED CORRECT FOR	
			34. CHECK NUMBER	
				35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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SECTION B Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0001	Operational, Managerial, Analyses and Technical CPAF - support efforts in accordance with Statement of Work - Attachment (1) (excluding Travel, Material and ODCs)		Lot		\$ \$
				MAX COST	} b(4) }
				BASE FEE	
				TOTAL MAX COST + BASE	

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
000101	FOR ACCOUNTING PURPOSES ONLY CPAF MILSTRIP N6893601D0007/N0001904P5ZZG2R PURCHASE REQUEST NUMBER 0010082528 ACRN AA Funded Amount		Lot		\$ \$
					b(4)

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0002	Award Fee in support of CLIN 0001 CPAF		Lot		\$ \$
				MAX AWARD FEE	b(4)

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
000201	FOR ACCOUNTING PURPOSES ONLY CPAF MILSTRIP N6893601D0007/N0001904P5ZZG2R PURCHASE REQUEST NUMBER 0010082528 ACRN AB Funded Amount		Lot		\$ \$
					b(4)

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0003	Travel requirements in support of CLIN 0001		Lot	\$	\$
	COST				

MAX COST b (4)

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
000301	FOR ACCOUNTING PURPOSES ONLY		Lot	\$	\$ NTE
	COST				

MILSTRIP N6893601D0007/N0001904P5ZZG2R
 PURCHASE REQUEST NUMBER 0010082528
 ACRN AA Funded Amount

b (4)

I. SCHEDULE OF SUPPLIES/SERVICES					
Item No.	Description	Qty	Unit	Unit Price	Amount
0001	Services as specified in Task Order 0201 Statement of Work – Attachment (1), and in accordance with basic contract Statement of work.	1,925	HRS	Est Cost: Base Fee: Est Cost plus Base Fee:	} b (4)
0002	Award Fee in support of CLIN 0001	01	LOT		
0003	Travel in support of CLIN 0001	01	LOT	NTE	
0004	Materials/ODC's in support of CLIN 0001	01	LOT	NTE	
0005	Data in accordance with DD Form 1423, Exhibit "A" (CDRL) of the basic contract (not separately priced)	01	LOT	NSP	
Total	Cost Reimbursable				\$119,158.02

II. PAYMENT OF FEE

Payment of fee under this contract will be determined in accordance with Section B of the basic contract.

The maximum award fee specified above shall be held in reserve pending modification of the order to reflect the actual fee earned for the applicable evaluation period.

III. INCREMENTAL FUNDING:

Reimbursement of allowable cost shall not exceed the aggregate amount indicated below and the Government for allowable costs incurred hereunder in excess of such amount will not reimburse the Contractor. As of the date of the execution of this contract, there has been allotted the sum of \$119,158.02. The allotted funding will cover approximately 100% of the total effort.

Notwithstanding the foregoing limitation, the amount or amounts allotted hereto and obligated herein may be increased from time to time by modification to this task order. The Contractor shall notify the Contracting Officer in writing, at least thirty (30) days prior to the time the funds hereunder are fully expended, that additional funds will be required if performance is to continue under the task order. In the event that additional funds are not made available and allotted to this delivery order by the Government, and the Contractor has given timely notice as provided herein, the Contractor shall be entitled to "Termination" and a settlement in accordance with the provisions of said clause; provided, that in no event shall the total of all payments to the Contractor under this task order, except for settlement expenses described in said "Termination" clause, exceed the total of all amounts hereto.

IV. LEVEL OF EFFORT

The level of effort for this task order is 1,925 direct labor hours. The estimated composition of hours is as follows:

b (4)	
CATEGORY	HOURS
Senior Systems Administrator	b (4)
Senior Logistics Manager	b (4)
Total	1,925

V. SCOPE

The scope of this task order is contained in Attachment (1) - Statement of Work (SOW)

VI. INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed at destination by the TOCOR.

VII. PERIOD OF PERFORMANCE

The period of performance for this task order is from task order award to 11 May 2004.

PERIOD OF PERFORMANCE PROVISION

(a) Pursuant to FAR 52.216-22 Indefinite Quantity, the period of performance for this task order is from task order award to 11 May 2004.

(b) In the event Option Period One of the basic contract is exercised unilaterally by the Government, this task order may be modified to extend the period of performance beyond 11 May 2004, if deemed appropriate and necessary by the Government. Such an extension shall be in a written task order modification to the task order.

VIII. TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE (TOCOR)

The TOCOR is responsible for monitoring the performance and progress as well as overall technical management of this order and should be contacted regarding questions or problems of a technical nature.

In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the order between the Contractor any person other than the Ordering Officer be effective or binding upon the Government, unless formalized by the proper contractual documents executed by the Ordering Officer prior to completion of this contract. When, in the opinion of the Contractor, the TOCOR requests effort outside the scope of the order, the Contractor will promptly notify the Ordering Officer in writing. The Contractor under such technical instruction will take no action unless the Ordering Officer has issued an order change. On all problems that pertain to order terms, the Contractor will contact the Ordering Officer.

The Contract COR is:

Julie Hartshorn, Code 3.0C,
NAWCAD
22477 Peary Road, Bldg. 516
Patuxent River, MD 20670
(301) 757-1043

The Task Order COR is:

Ronald D Wimmer, AIR 3.6
Assistant Commander for Logistics
Naval Air Systems Command
47060 McLeod Road, Unit 8, Bldg 447, Suite 100B
Patuxent River, MD 20670-1626
Phone: (301) 757-2199
E-mail: wimmerrd@navair.navy.mil

IX. ACCOUNTING AND APPROPRIATION DATA

AA 1741319 44FG 251 00019 0 050119 2D 000000 AIR30F121211
Amount : \$113,515.84
PID/PR: 0010082528
Funds Expiration Date: 09/30/04

AB 1741319 44FG 251 00019 0 050119 2D 000000 AIR30F121261
Amount : \$5,642.18
PID/PR: 0010082528
Funds Expiration Date: 09/30/04

Funding is allocated as follows:

CLIN 0001--	Estimated Cost
CLIN 0001--	Base Fee
CLIN 0001 --	Est Cost plus Base Fee
CLIN 0002 --	Award Fee
CLIN 0003 --	Travel
TOTAL ORDER AMOUNT	

{ 6 (4) }

\$119,158.02

X. This order is non-severable, recurring and is non-A&AS. The award fee evaluation criteria for this task order is the same as provided in Attachment (2) to the basic contract.

XI. TRAVEL

Travel contemplated under this task order is identified below. All travel must be approved in advance by the TOCOR and ATOCOR.

Departure City	Destination City	Number of Persons	Trips	Days
Pax River, MD	Rockville, MD	1	2	2
Pax River, MD	Huntsville, AL	1	1	3

SECTION C Descriptions and Specifications

Statement of Work (SOW)

Contract N68936-01-D-0007

TeamQualtec's Response to PRB-0730: Task Order 0201

Statement of Work (SOW) for PRB-0730

Scope: The Joint Engineering Data Management Information and Control System (JEDMICS) is the DOD standard engineering data management and repository system. Twenty-nine sites currently use JEDMICS to manage over 72 million engineering drawing images for more than 26,000 users. Additionally, 19 different external logistics systems depend on JEDMICS to obtain engineering drawing data. JEDMICS is an inherent component of DoD's maintenance, repair, re-procurement, and engineering business processes. The JEDMICS Program Management Office is developing the capability to provide IT solutions that enable the acceptance and distribution of data via secured web environments, allowing sites to take advantage of existing and future technological innovations. Ultimately, JPMO desires to increase accessibility by increasing the granularity of security controls, connectivity, and the protection mechanisms within the communication path(s). This task order obtains services for the Naval Air Systems Command Code 3.6.5 that assist in the technical analysis of value engineering proposals, cost-benefit analysis of proposed business process improvements, development of project management alternatives, and management report preparation.

4.4 General Task 3.0, JD JOINT LOGISTICS PRODUCTS AND PROCESSES – GENERAL SUPPORT. AIR 3.0J is charged to plan and direct the transition of Defense technical data management from the migratory stove pipe systems to a fully-interoperable, open, logistics integrated data environment (IDE). This effort will require research and preparation of required system acquisition and management documentation, along with associated briefing materials, point papers and reports. The Contractor shall provide analyses of existing business processes and development of schema to evolve these processes to the digital environment; develop case study reports; maintain management action reporting records and prepare point papers, concept papers, and analyses of technical topics related to Navy and DoD Technical Data Management. The Contractor shall develop and maintain acquisition strategy documents including a strategic planning schedule. The contractor shall also support the Joint Technical Data Integration (JTDI) program management team in managing the JTDI Projects. This includes, but is not limited to, the design, development, testing, fielding and support, both domestically and internationally, of such information technology systems as JEDMICS, CMIS, and CAD II. This will involve Acquisition Planning, Acquisition Program Base-lining, Program Protection and System Security, Budget justification backup and execution including spend plan development and tracking, Contract Planning, Systems Engineering, Risk Management and Analysis, Integrated Logistics Support, Integrated Product and Process Development and Configuration Management. The contractor shall also prepare required Memorandums of Agreements /Understandings; assist in conducting Acquisition Reviews; assist in the development of backup data for Planning, Programming & Budgeting; provide C4I support; plan and assist in the implementation of Quality Assurance Programs; develop Information Requirements for Milestone Reviews; conduct Analysis of Alternatives; perform Cost Analysis; provide Threat Assessments; plan and assist in the development and implementation of Test & Evaluation Plans; and provide Program Management Assistance in the oversight and integration of other JTDI contracting efforts and related field activity taskings. The contractor shall perform, but is not limited to the following tasks:

1. Engineering assessments, technical assistance, and evaluation. The contractor shall provide but not limited to the following: participating and assisting in PMO In Process Reviews (IPRs), PMO Transition Meetings, PMO/Service/Agency Business Program Reviews (BPRs), and other JTDI Projects implementation meetings. The contractor will prepare pre- and post-meeting documentation on issues of concern related to these meetings. For BPRs, the contractor will collect required data from each site and the contractors to prepare

briefing slides and status on BPR action items, site planning issues, and recording of issues relative to fielding and upgrading of the projects.

The contractor shall provide the JEDMICS Program Office with technical analyses and report preparation and direct support to DoD Acquisition Managers and JEDMICS repositories in the field. The contractor shall prepare point papers, progress charts and analyses of technical topics. The contractor shall perform technical evaluation of JEDMICS-related projects that enhance support of Defense business processes. The contractor shall prepare briefing materials and conduct reviews of business process initiative management information system documentation for the program office. The contractor shall revise draft briefing materials for presentation to AIR 3.6 management and the Naval Air Logistics Group.

2. **Site Status Tracking and Reporting.** The contractor will maintain a system for collecting, tracking, and reporting the status of essential information such as, site points of contact, loading performance metrics and usage data, site install tracking, issues, events, and other information as necessary. Reports shall be developed and provided on a recurring basis for briefing and status display purposes. The contractor will also assist in the preparation of a PM notebook containing current operational information, issues, and configuration for each operational site.

The contractor shall update and maintain a site status information system containing up-to-date essential operational data, configuration status, issues, events and other information required to keep the JEDMICS Program Manager and senior AIR 3.0 managers abreast of repository status. The contractor shall update and revise the Program Manager's Notebook as required to keep all pertinent management information current and accurate.

8. **Service Requirements and Integrated Product Team (IPT) Meetings.** The contractor will provide technical support for Service Requirements and IPT meetings/reviews, record technical notes, and distribute minutes and action items.

The contractor shall develop draft agendas for Service Requirements and IPT Meetings and coordinate meeting schedules. The contractor shall prepare advance reading packages as required to ensure that time spent in meeting is used effectively. The contractor shall record technical notes and clarify issues with those in attendance. The contractor shall distribute minutes and track accomplishment of assigned action items after each meeting.

9. **Implementation Graphics.** The contractor will acquire, display, and maintain charts and other graphics, as required, for the PMO Management Information Center (MIC) and provide briefing presentation graphics as necessary.

The contractor shall draft, update correct and prepare briefing charts and graphics as required to present JEDMICS management issues, status reports and updates to appropriate authorities, the PMO MIC and senior NAVAIR managers.

14. **The contractor shall provide Program Support and Technical Analysis and provide recommendations on the strategic plans of the JTDI program and other programs that interface with it; analyze the strategies of weapon system programs for potential ventures with JTDI; and attend senior level conferences relative to the mission and strategies of the**

JTDI PMO. This shall also include conference support. The contractor shall participate in and support Users' Conferences, providing technical and administrative assistance as required.

The contractor shall analyze proposed efforts such as Enhanced JEDMICS, the Joint Aviation Technical Data Integration Initiative, the Configuration Management Information System, Automated Technical Manuals and other initiatives which may interface with existing JEDMICS repositories. The contractor will monitor and participate in the activities of the Joint Tactical Data Integration Program Management Office, including conference support. The contractor will prepare advance briefing materials for Users' Conferences, participate in the meetings, record appropriate notes and track resulting action items.

Contract Data Requirements Lists (CDRLs)

Deliverables

The Monthly Progress Report has not been included as a CDRL item since the basic contract includes a CDRL (A002) for monthly progress reports.

New Key Personnel Resumes

New Key Personnel Resumes

No new key personnel resumes are provided. *b (4)* was approved as a Sr. Systems Administrator on May 7, 2001, and *b (4)* was approved as a Sr. Logistics Manager on January 12, 2001.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF
12

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N68936-01-D-0007	2. DELIVERY ORDER/ CALL NO. 0208	3. DATE OF ORDER/CALL 2003Dec31	4. REQ/ PURCH. REQUEST NO. 0010084054	5. PRIORITY
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6. ISSUED BY CDR NAWCWD CODE 230000E ATTN: C. STINE (805) 989-1992 575 'I' AVE SUITE 1, BLDG 65 POINT MUGU CA 93042-5049	CODE N68936	7. ADMINISTERED BY DCMA BALTIMORE 217 E. REDWOOD, SUITE 1800 BALTIMORE MD 21202-5299	CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR TEAM QUALTEC NANCY WHISMAN 23330 COTTONWOOD PARKWAY #150 CALIFORNIA MD 20819-2070	CODE 1RN86	FACILITY	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	12. DISCOUNT TERMS	13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15
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14. SHIP TO SEE SCHEDULE	CODE	15. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER & MOCAS SOUTH ENTITLEMENTS PO BOX 182264 COLUMBUS OH 43218-2264	CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated _____ Furnish the following on terms specified herein.
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.			

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

* 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	24. UNITED STATES OF AMERICA <i>Sharon Schumann</i> BY: SHARON SCHUMANN CONTRACTING / ORDERING OFFICER	25. TOTAL \$55,314.72	29. DIFFERENCES
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26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	27. SHIP NO. <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	28. DO VOUCHER NO.	30. INITIALS	33. AMOUNT VERIFIED CORRECT FOR
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36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____	31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	34. CHECK NUMBER	35. BILL OF LADING NO.
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37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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SECTION B Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Operational, Managerial, Analyses and Technical CPAF - support efforts in accordance with Statement of Work - Attachment (1) (excluding Travel, Material and ODCs)				
				ESTIMATED COST	} b(4) {
				BASE FEE	
				SUBTOTAL EST COST + BASE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101	FOR ACCOUNTING PURPOSES ONLY CPAF				
	ACRN AA Funded Amount				b(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Award Fee in support of CLIN 0001 CPAF - Award fee in support of CLIN 0001				
				MAX AWARD FEE	b(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	FOR ACCOUNTING PURPOSES ONLY CPAF PURCHASE REQUEST NUMBER 0010084054				
	ACRN AA Funded Amount				b(4)

ITEM NO 0003 SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT

Travel in support of CLIN 0001
 COST - Travel in support of CLIN 0001

ESTIMATED COST b(4)

ITEM NO 000301 SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT

FOR ACCOUNTING PURPOSES ONLY
 COST
 PURCHASE REQUEST NUMBER 0010084054
 ACRN AA Funded Amount

b(4)

I. SCHEDULE OF SUPPLIES/SERVICES						PRB - 0754
Item No.	Description	Qty	Unit	Unit Price	Amount	
0001	Services as specified in Task Order 0208 Statement of Work - Attachment (1), and in accordance with basic contract Statement of work	864	HRS	Est. Cost: Base Fee: Est. Cost plus Base Fee:	} b(4)	
0002	Award Fee in support of CLIN 0001	01	LOT			
0003	Travel in support of CLIN 0001	01	LOT			
0004	Materials/ODCs in support of CLIN 0001	01	LOT			
0005	Data in accordance with DD Form 1423, Exhibit "A" (CDRL) of the basic contract (not separately priced)	01	LOT	NSP		
TOTAL					\$55,314.72	

II. PAYMENT OF FEE

Payment of fee under this contract will be determined in accordance with Section B of the basic contract.

The maximum award fee specified above shall be held in reserve pending modification of the order to reflect the actual fee earned for the applicable evaluation period.

III. INCREMENTAL FUNDING:

Reimbursement of allowable cost shall not exceed the aggregate amount indicated below and the Contractor will not be reimbursed by the Government for allowable costs incurred hereunder in excess of such amount. As of the date of the execution of this contract, there has been allotted the sum of \$55,314.72. The allotted funding will cover approximately 100% of the total effort.

Notwithstanding the foregoing limitation, the amount or amounts allotted hereto and obligated herein may be increased from time to time by modification to this task order. The Contractor shall notify the Contracting Officer in writing, at least thirty (30) days prior to the time the funds hereunder are fully expended, that additional funds will be required if performance is to continue under the task order. In the event that additional funds are not made available and allotted to this delivery order by the Government, and the Contractor has given timely notice as provided herein, the Contractor shall be entitled to "Termination" and a settlement in accordance with the provisions of said clause; provided, that in no event shall the total of all payments to the Contractor under this task order, except for settlement expenses described in said "Termination" clause, exceed the total of all amounts hereto.

IV. LEVEL OF EFFORT

The level of effort for this task order is 864 direct labor hours. The estimated composition of hours is as follows:

<u>CATEGORY</u>	<u>Hours</u>
b (4)	
Program Manager	} b(4) }
Administrative Assistant	
Sr. Program/Project Control Specialist	
TOTAL	864

V. SCOPE

The scope of this task order is contained in Attachment (1) - Statement of Work (SOW)

VI. INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed at destination by the TOCOR.

VII. PERIOD OF PERFORMANCE PROVISION

Pursuant to FAR 52.216-22 Indefinite Quantity, the period of performance for this task order is from task order award to 11 May 2004.

VIII. TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE (TOCOR)

The TOCOR is responsible for monitoring the performance and progress as well as overall technical management of this order and should be contacted regarding questions or problems of a technical nature. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the order between the Contractor any person other than the Ordering Officer be effective or binding upon the Government, unless formalized by the proper contractual documents executed by the Ordering Officer prior to completion of this contract. When, in the opinion of the Contractor, the TOCOR requests effort outside the scope of the order, the Contractor will promptly notify the Ordering Officer in writing. No action will be taken by the Contractor under such technical instruction unless the Ordering Officer has issued an order change. On all problems that pertain to order terms, the Contractor will contact the Ordering Officer.

The Task Order Contracting Officer's Representative (TOCOR) is:

Albert Miranda, Code 3.3A115
NATEC
Box 357031, Bldg 90
San Diego, CA 92135-7031
(619) 545-4683
Alberto.Miranda@navy.mil

The contract COR is:

Julie Hartshorn, Code 3.0C
NAWCAD
22477 Peary Road, Bldg. 516
Patuxent River, MD 20670
(301) 757-1043

IX. This order is severable and is non-A&AS. The award fee evaluation criteria for this task order is the same as provided in Attachment (2) to the basic contract.

X. TRAVEL

Travel contemplated under this task order is identified below. All travel must be approved in advance by the TOCOR or ATOCOR

b (4)

FROM	TO	NO. of PERSONS	NO. of TRIPS	NO. of DAYS PER TRIP
Ft. Worth, TX	Amarillo, TX & return	1	1	4
Ft. Worth, TX	Philadelphia, PA & return	1	3	4
Ft. Worth, TX	San Diego, CA & return	1	3	4

SECTION G Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 1741319 U577 251 00019 0 050119 2D 000000
AMOUNT: \$55,314.72
PID/PR: 0010084054
APPLICABLE
SUBCLINS: 000101
000201
000301

PMA275AC1521

SECTION H Special Contract Requirements

Part 1

Statement of Work (SOW)

Contract N68936-01-D-0007

TeamQualtec's Response to PRB-0754: Task Order 0208

SCOPE PROFILE:

The Naval Air Technical Data and Engineering Service Command (NATEC) is tasked with providing the development and sustainment of the Technical Data required to support the V-22 Tilt rotor Program.

TASK PROFILE:

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 STATEMENT OF WORK

Detailed Task 3.1 LOGISTICS SYSTEMS MANAGEMENT

Please place an "X" in unshaded boxes in the left column, next to the tasks you want to outsource. **Do NOT change or add any wording.** If you feel you need to add detail, indicate by adding an alpha paragraph(s) to the existing text. The contractor's proposal will provide detailed tasking, based on information you've provided above.

	3. CODE 3.3 OPERATIONAL, MANAGERIAL, ANALYSES, & TECHNICAL SUPPORT REQUIREMENTS.
	3.1 General Task 3.3A TECHNICAL MANUAL PROGRAM SUPPORT. The contractor shall provide technical manual management, technical and analytical support for Naval Aviation Systems TEAM technical manual (TMs) program. The catalog of Naval Aviation TMs includes both traditional paper publications and emerging levels of electronic TMs. In order to accomplish the scope of work, the contractor shall have the expertise and ability (personnel, equipment, and facilities) to furnish the required support and products. The following tasks may be required as defined in individual task orders:
	3.1.1 General Task 3.3A-1 Management Support.
X	1. The contractor shall analyze new and existing program requirements and engineering changes; estimate support requirements, coordinate, integrate, and implement numerous tasks related to the acquisition, quality assurance, distribution, change control, and integration of multi-format technical data as one of the elements of Integrated Logistics Support.
X	2. The contractor shall analyze new and existing program requirements for their impact to existing technical data. Review shall include, but not be limited to, research of Technical Publication Deficiency Reports, Manual Change Requests, Engineering Investigation Requests, Quality Deficiency Reports, maintenance plans, military handbooks, technical manuals, weapon system publications, equipment specifications, operational descriptions, computer documentation, and other outstanding data to identify areas of inaccuracy, lack of coverage, or obsolescence. If there is valid impact, the contractor shall create an update requirement and maintain the analyzed data product in the current outstanding source data files. The contractor shall maintain an automated database for tracking all source data documentation.

X	4. The contractor shall review and develop technical manual support plans and program data requirements for assigned tasks/programs. The contractor shall support implementation of those plans and requirements.
X	5. The contractor shall formulate information and prepare complex correspondence, reports, memorandum, letters, messages, reports, and customer responses etc., relating to assign technical manual matters. Any correspondence shall be expressed in a clear and concise manner.
X	7. The contractor shall provide inputs and updates to logistics documents, such as Integrated Logistics Support Plans (ILSPs) in the area of technical data, program milestones, and schedules.
X	8. The contractor shall monitor, create, or review TM master schedules, to ensure quality and timeliness of products is achieved.
X	9. The contractor shall conduct engineering analyses and studies of NAVAIR manual/publication disciplines. Recommend Integrated Logistics Support planning alternatives and courses of action to meet fleet readiness requirements in response to Technical Publication Deficiency Reports.
	3.1.2 General Task 3.3A-2 Requirements Analysis
X	2. The contractor shall analyze the functional requirements for hardware and software for all technical manuals, along with the existing and future environment, to ensure that any other hardware/software deemed necessary to meet the functional requirements, are specified and formatted, correctly.
	3.1.3 General Task 3.3A-3 Technical Manual (TM) Analysis, Reviews, Studies, and Reports. The contractor shall participate in start of work meetings, technical reviews, validations, and/or verifications to ensure proper content, format and technical accuracy as specified in any prime contractor or other preparing activity's statement of work. Contractor will document discrepancies discovered during any type of technical review for TM update. Contractor shall host reviews or support reviews at other designated government or contractor plants as required.
X	1. Technical Manual Reviews. The Contractor shall review Government Furnished/Contractor Developed Technical Manuals in draft or final form for form and content. Review of COTS TMs shall include a determination of the requirement for additional supporting documentation and recommendation for the Government to accept or reject the document. The contractor shall attend and provide technical expertise and recommendations at Technical Manual In-Process-Reviews (IPRs), validation and verifications and submit a technical report.
X	2. Analysis of Technical Manual Processes and Procedures. The contractor shall plan and conduct analysis of specified Technical Manual development and other support processes and procedures. The contractor shall collect necessary data from identified sources, perform quantitative analysis of data and submit the results of this analysis. Briefing materials may be required to accompany these reports.
X	3. Validation and/or Verification Plans. When required, the contractor shall prepare and furnish Validation and Verification Plans.
	General Task 3.3B TECHNICAL MANUAL PREPARATION AND PUBLISHING. The contractor shall prepare and update aeronautical technical manuals (TMs) under the cognizance of the Naval Air Systems Command's designated technical manual management activity/activities. The contractor shall incorporate technical manual source data furnished by the government and/or perform research and original writing as required in task orders. The types of technical manuals included in the inventory include, but are not limited to, those listed in Attachment A. In order to accomplish the scope of work, the contractor shall have the expertise and ability (personnel, equipment, and facilities) to furnish the required services and products of the Naval Aviation Systems TEAM technical manual program as specified in task orders. Those technical manual efforts that are to be firm fixed priced are described in Attachment D.
X	14. Quality Assurance (QA) and Quality Control is the responsibility of the contractor. The QA requirements for all Technical Manuals and/or source data to be procured shall be in accordance with ISO 9000-1-94, ISO 9000-2-93, ISO 9000-3-93, AND ISO 9000-4-93. Technical Manual Quality Assurance Program Guide, AL-855TM-GYD-000, shall be used for guidance in the operation of a Quality Assurance Program.
X	15. Quality Control of Production Processes. The contractor shall establish a TM Quality Assurance Program (QAP) to ensure the development of technically accurate and complete technical manuals. This QAP will encompass all phases of the contractor's technical manual operation from initial receipt of source data through final product delivery and acceptance. The QAP must ensure development and continued use by the contractor of adequate controls through all areas of technical manual development. The Navy reserves the right to review the contractor's QA processes at any time.
X	16. Product Reviews and Validation and/or Verification. The contractor shall validate all TMs and/or source data furnished under this contract. Initial guidance meetings and in-process reviews will be conducted by the government on an as required basis, as scheduled jointly between the government and the contractor. When required by the TMCR Work Statement/Delivery Order, reviews, validation and/or verification shall be conducted at

	a CFA and or fleet site. These events will be chaired by the requiring activity's representative and supported by the contractor. Guidance information regarding these events is available in the TM Quality Assurance Program Guide, AL-855TM-GYD-000.
	3.3 General Task 3.3C TECHNICAL DATA CONVERSION. The contractor shall accomplish conversion of data of various types (e.g., technical manuals, engineering drawings, program data, etc.) to other formats as defined in individual task orders and described in Attachment D of this Statement of Work (SOW). Detailed conversion specifications are provided in Attachment B, B-1, and B-2 of this SOW.
X	4. The contractor will perform an analysis of Technical Data including its format and content, rapidity of change, data usage, longevity of data over the program life cycle, and relationship of data to other data elements. The contractor will make recommendations to the government, based on the above criteria, concerning the type of format most appropriate for the data.
	3.5 General Task 3.3E TECHNICAL LIBRARIES, REPOSITORIES, AND DATA CONTROL CENTERS (DCC).
	I. Technical Documentation Research.
X	The contractor shall perform customer research services as required by task order. The contractor shall perform research and verification tasks related to technical documentation. Research may include, but not be limited to, determination of data availability, location, format, media, verification of publication numbers, national stock numbers, Interim Rapid Action Changes, and Manual Change Requests, etc. TPDRs may be researched for appropriate cognizant field activity, validity of technical publication number, work package, paragraph, etc. Publications, drawings, and other data may be researched for aircraft applications, joint service applications, cancellation, archiving, reconciliation between hardcopy/aperture cards and digital images, resolution of drawings not on file, and other purposes.
	3.6
	General Task 3.3F TECHNICAL DATA MANAGEMENT AND TECHNICAL DATA PACKAGES 3.6.1 General Task 3.3F-1 Technical Data Management. The Contractor may provide technical data management support in accordance with requirements set forth in task orders. These tasks encompass all aspects of the data management discipline. Contractor courier services shall be limited to local distribution of technical data only. The Contractor shall work within the processes established by the Government and its Prime Weapon Systems contractor to manage the configuration of data. The workflow will encompass four progressive status categories of digital data files. Working data, where the data is under the originator's (prime weapon systems contractor) control only Released data, where the working data has been approved by the Government in accordance with the prime weapon system contractor's established approval process, has been released for its intended use, and is now subject to prime weapon system contractor configuration control procedures Submitted data, where prime weapon system contractor released data has been formally submitted to the Government for approval Approved data, where prime weapon system contractor submitted data has been approved for its intended use by the Government
	1. Data Identification.
X	As specified by task order, the Contractor shall conduct an analysis of contracts and SOWs to identify and document potential data requirements. The Contractor shall request data requirements from all program participants via data call, compile received data requirements, participate in data requirements reviews, and prepare final data requirements lists. The Contractor shall prepare draft technical data requirements (including CDRLs and DIDs), as specified in the task order.
	2. Data Acquisition.
X	A. As specified by task order, the Contractor shall review delivered data items for form, content, adherence to schedule, correct distribution, and compliance with the Contract Data Requirements Lists (CDRLs) and Data Item Descriptions (DIDs). The Contractor shall provide analyses and written recommendations, with supporting evidence for the recommendations, regarding Government acceptance of these deliverables, taking into consideration requirements provided as GFL. The Contractor may be required to accomplish this review and evaluation at the vendor's facility and prepare all documentation in accordance with specifications identified in the task order. The Contractor shall provide technical services necessary to transition master documentation from hardware contractors or other Government activities.

X	B. The contractor shall participate in actions required to define digital data for delivery to or access by the Government in general, and for configuration management data in particular. With interactive access, the emphasis is on Government access to contractor maintained databases. It is most important to precisely define the requirements for digital data in the Contract Data Requirements List (CDRL).
X	C. The contractor shall apply configuration management principles to ensure the integrity of digital representations of product information and other data and enhance good data management practice. The concepts are described, as follows, based on elements and principles expressed in EIA Standard 649: Document identification Data status level management Data and product configuration relationships Data version control & management of review, comment, annotation, & disposition Digital data transmittal Data access control.

Part 3

Contract Data Requirements Lists (CDRLs)

Part (3) Deliverables

The Monthly Progress Report has not been included as a CDRL item since the basic contract includes a CDRL (A002) for monthly progress reports.

Part 4

New Key Personnel Resumes

Part (4) **New Key Personnel Resumes**

No new key personnel resumes are provided.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF
14

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N68936-01-D-0007				2. DELIVERY ORDER/ CALL NO. 0209		3. DATE OF ORDER/CALL 2003Dec31		4. REQ/ PURCH. REQUEST NO. 0010083904		5. PRIORITY			
6. ISSUED BY CDR NAWCWD CODE 230000E ATTN: C. STINE (805) 989-1992 575 "I" AVE SUITE 1, BLDG 65 POINT MUGU CA 93042-5049				CODE N68936		7. ADMINISTERED BY DCMA BALTIMORE 217 E. REDWOOD, SUITE 1800 BALTIMORE MD 21202-5299				CODE S2101A			
9. CONTRACTOR TEAM QUALTEC NANCY WHISMAN 23330 COTTONWOOD PARKWAY #150 CALIFORNIA MD 20619-2070				CODE 1RN86		FACILITY		10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE		11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED			
14. SHIP TO SEE SCHEDULE				CODE		15. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER & MOCAS SOUTH ENTITLEMENTS PO BOX 182264 COLUMBUS OH 43218-2264				MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.										
OF PURCHASE			Reference your quote dated						Furnish the following on terms specified herein.				
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.													
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)				
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:													
17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE See Schedule													
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/ SERVICES				20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT	22. UNIT PRICE		23. AMOUNT		
		SEE SCHEDULE											
* 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					24. UNITED STATES OF AMERICA <i>Sharon Schumann</i> BY: SHARON SCHUMANN CONTRACTING / ORDERING OFFICER					25. TOTAL \$33,228.44			
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED					27. SHIP NO. <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		28. DO VOUCHER NO.		29. DIFFERENCES				
DATE		SIGNATURE OF AUTHORIZED GOVT. REP.			31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32. PAID BY		30. INITIALS				
36. I certify this account is correct and proper for payment.									33. AMOUNT VERIFIED CORRECT FOR				
DATE		SIGNATURE AND TITLE OF CERTIFYING OFFICER							34. CHECK NUMBER				
									35. BILL OF LADING NO.				
37. RECEIVED AT		38. RECEIVED BY		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.			

SECTION B Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Operational, Managerial, Analyses and Technical				
	CPAF - support efforts in accordance with Statement of Work - Attachment (1)				
	(excluding Travel, Material and ODCs)				
				ESTIMATED COST	<div style="font-size: 2em;">{</div> <div style="font-size: 2em;">b (4)</div> <div style="font-size: 2em;">}</div>
				BASE FEE	
				SUBTOTAL EST COST + BASE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT	
000101	FOR ACCOUNTING PURPOSES ONLY					
	CPAF					
	PURCHASE REQUEST NUMBER 0010083904					
	ACRN,AA Funded Amount					b (4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Award Fee in support of CLIN 0001				
	CPAF				
				MAX AWARD FEE	b (4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT	
000201	FOR ACCOUNTING PURPOSES ONLY					
	CPAF					
	PURCHASE REQUEST NUMBER 0010083904					
	ACRN AA Funded Amount					b (4)

I. SCHEDULE OF SUPPLIES/SERVICES					PRB - 0756
Item No.	Description	Qty	Unit	Unit Price	Amount
0001	Services as specified in Task Order 0209 Statement of Work - Attachment (1), and in accordance with basic contract Statement of work	1,371	HRS	Est. Cost: Base Fee: Est. Cost plus Base Fee:	} b (4)
0002	Award Fee in support of CLIN 0001	01	LOT		
0003	Travel in support of CLIN 0001	01	LOT		
0004	Materials/ODCs in support of CLIN 0001	01	LOT		
0005	Data in accordance with DD Form 1423, Exhibit "A" (CDRL) of the basic contract (not separately priced)	01	LOT	NSP	
Total	Cost Reimbursable				\$33,228.44

II. PAYMENT OF FEE

Payment of fee under this contract will be determined in accordance with Section B of the basic contract.

The maximum award fee specified above shall be held in reserve pending modification of the order to reflect the actual fee earned for the applicable evaluation period.

III INCREMENTAL FUNDING:

Reimbursement of allowable cost shall not exceed the aggregate amount indicated below and the Contractor will not be reimbursed by the Government for allowable costs incurred hereunder in excess of such amount. As of the date of the execution of this contract, there has been allotted the sum of \$33,228.44. The allotted funding will cover approximately 100% of the total effort.

Notwithstanding the foregoing limitation, the amount or amounts allotted hereto and obligated herein may be increased from time to time by modification to this task order. The Contractor shall notify the Contracting Officer in writing, at least thirty (30) days prior to the time the funds hereunder are fully expended, that additional funds will be required if performance is to continue under the task order. In the event that additional funds are not made available and allotted to this delivery order by the Government, and the Contractor has given timely notice as provided herein, the Contractor shall be entitled to "Termination" and a settlement in accordance with the provisions of said clause; provided, that in no event shall the total of all payments to the Contractor under this task order, except for settlement expenses described in said "Termination" clause, exceed the total of all amounts hereto.

IV. LEVEL OF EFFORT

The level of effort for this task order is 1,371 direct labor hours. The estimated composition of hours is as follows:

<u>CATEGORY</u>	<u>Hours</u>
b (4) Tech Pub Writer/Editor Tech Illustrator Editorial Assistant Editorial Clerk Data Entry	{ b(4) }
TOTAL HOURS	1371

V. SCOPE

The scope of this task order is contained in Attachment (1) - Statement of Work (SOW)

VI. INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed at destination by the TOCOR.

VII. PERIOD OF PERFORMANCE PROVISION

Pursuant to FAR 52.216-22 Indefinite Quantity, the period of performance for this task order is from task order award to 11 May 2004.

VIII. TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE (TOCOR)

The TOCOR is responsible for monitoring the performance and progress as well as overall technical management of this order and should be contacted regarding questions or problems of a technical nature. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the order between the Contractor any person other than the Ordering Officer be effective or binding upon the Government, unless formalized by the proper contractual documents executed by the Ordering Officer prior to completion of this contract. When, in the opinion of the Contractor, the TOCOR requests effort outside the scope of the order, the Contractor will promptly notify the Ordering Officer in writing. No action will be taken by the Contractor under such technical instruction unless the Ordering Officer has issued an order change. On all problems that pertain to order terms, the Contractor will contact the Ordering Officer.

The Task Order Contracting Officer's Representative (TOCOR) is:

Mary Harness, Code 3.3.1
6206 Aviation Ave, Cecil Commerce Center
NADEP Jacksonville, FL 32221-8112
(904) 317-1550
harnessmt@navair.navy.mil

The contract COR is:

Julie Hartshorn, Code 3.0C
NAWCAD
22477 Peary Road, Bldg. 516
Patuxent River, MD 20670
(301) 757-1043

IX. This order is non-severable and is non-A&AS. The award fee evaluation criteria for this task order is the same as provided in Attachment (2) to the basic contract.

X. TRAVEL

No travel contemplated under this task order.

SECTION G Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 1741804 4U4N 252 00019 0 050119 2D 000000
AMOUNT: \$33,228.44

AIR30PRLA183

SECTION H Special Contract Requirements

Part 1

Statement of Work (SOW)

Contract N68936-01-D-0007

TeamQualtec's Response to PRB-0756: Task Order 0209

SCOPE PROFILE:

Prepare changes for the ACE Components technical manuals listed below using Interleaf 7 software and master digital files provided (when available; see Technical Manual Contract Requirement Work Statement Section for breakdown). Digital delivery of each manual shall be prepared in Interleaf 7 IDU format and delivered on a CD-ROM (one manual per CD-ROM). The contractor shall furnish all plant, labor, material, and equipment necessary to provide supplies and services described in connection to the items listed below. Contractor travel is not anticipated for this task.

Technical Manual No.	Title	Basic Date	Chg No.	Chg Date
05-20-86	Indicator Vertical Velocity (Aerosonic) OVHL INSTR W/IPB	01 Apr 1963		
05-20GF-17	Indicator Remote Attitude (Basic and CHG are collated)	15 Jun 1965	1	15 May 1987
05-20GH-1	Overhaul Instructions Horizontal Situation Indicator Type 331D-2, 331D-2A, 331D-2B, 331D-2D Remote Amplifier Type 333F-1	01 Apr 1981		
05-20GH-2	IPB Horizontal Situation Indicator Type 331D-2, 331D-2A, 331-2B, 331D-2D Remote Amplifier	01 Apr 1981		
05-20GQ-1	Rate Gyroscope CN-694/ASW (Sperry) Depot Maintenance W/IPB	01 Apr 1978	2	01 Nov 1982
05-20-126	Indicator Electrical Tachometer (General Elec.) W/IPB	01 Dec 1974		
05-20-559	Maintenance Instructions W/IPB Depot rate of Climb Indicator Kollsman Type 716CX-4-051, and Type 5825-7	01 Jul 1988		
05-20BFA-1	Handbook Overhaul Instructions Gyroscope Assembly CN-527/ASN-28, Part No. 604080 and Mount Assembly	15 Jan 1963	2	01 Mar 1978
05-20BFA-2	Maintenance Instructions Depot Approximate Gage Pressure Transmitter, 0-5000 PSI MS28131-18T Part Numbers 18-1786 and 18-3118-2	15 May 1962	1	01 Apr 1981
05-20GE-501	Indicator System Roll and Pitch Indicator Controls Indicator Amplifier (Lear Siegler) Oper. And Serv. Instrs.	01 Jul 1970		

05-20GE-515	Handbook Overhaul Instructions Switching Rate Gyroscope	01 Feb 1965		
05-20GE-516	IPB Switching Rate Gyroscope	01 Feb 1965	1	01 Apr 1981
05-20GF-13	Handbook, Operations and Maintenance Instructions, Two Inch Standby Remote, Attitude Indicating System	01 Aug 1965		
05-20GF-14	Overhaul Instructions, Vertical Displacement Gyroscope, Type No. 14160-1A	01 Aug 1965	2	01 Apr 1981
05-20GF-15	IPB Vertical Displacement Gyroscope Type Number 14160-1A	30 Jun 1970		
05-45MAA-3	Accelerometer Maint. Instrs. W/IPB	01 Jun 1982	1	15 May 1992
05-55A-58	Maintenance Instruction Depot Fuel Flowmeter Transmitter Model Numbers 8TJ59GSS2 8TJ59GAL2	01 Sep- 1966	6	01 Jun 2002
05-55N-48	Maintenance Instructions W/IPB Depot Tachometer Indicator Part Numbers 3571260-4001 (34101C2C7-2E1) 3571261-3002	14 Jun 1974	5	15 Apr 1991
05-5E-29	Generator Tachometer (Kollsman) Ovhl. Instrs.	15 Jun 1955		
05-5E-509	Indicator Percent RPM ELEC. Tachometer (Kollsman) Oper. Serv. And Ovhl. Instrs. W/IPB	01 Dec 1954		
16-30APM338-1	Technical Manual Operation and Maintenance Instructions With Parts List Test Set Electronic Circuit Plug-In Unit AN/APM-338	01 Nov 1972	1	31 Dec 1973
16-30ARR41-503	Handbook Overhaul Instructions, Radio Receiving Set, An/ARR-41	30 Jun 1958		
16-30ASW25-1	Digital Data Communication Set	15 Nov 1968	4	10 Dec 1995
16-35CPU175-2	Central Processor Unit			
16-35MT3383-1	Test Stand, Antenna (GPL DIV) Inst. Book	01 Jan 1967		
AN-360AA-IPB-000	Transmitter Induction (Sperry Flight System) W/IPB	20 Nov 1981		

TASK PROFILE:

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 STATEMENT OF WORK

Detailed Task 3.1 LOGISTICS SYSTEMS MANAGEMENT

HARDCOPY MATERIAL FOR REVIEW:

Do you have hardcopy material that needs to be provided to the contractor for bidding purposes? If the answer is yes- <u>please send to the following address, after obtaining a PRB Tracking # from NAVAIR AIR-3.0C)</u> TEAMQualtec	No
--	----

2330 Cottonwood Parkway, Suite 150 California, MD 20619 Attn: Rocky Rowland, Program Manager FAX: (301- 863-7955)	
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TRAVEL PROFILE: KNOWN TRIPS

PURPOSE	LOCATION
N/A	

TASK PROFILE:

	STATEMENT OF WORK TABLE OF CONTENTS:
	<ul style="list-style-type: none"> • <i>Technical Manual Program Support (Par 3.3A)</i> • <i>Technical Manual Preparation and Publishing (Par 3.3B)</i> • <i>Technical Data Conversion (Par 3.3C)</i> • <i>Security Requirements (Par 3.3/3.0JE)</i> • <i>Other Requirements (Par 3.3/3.0JF)</i> • <i>TMCR, Page 13</i>
	3. CODE 3.3 OPERATIONAL, MANAGERIAL, ANALYSES, & TECHNICAL SUPPORT REQUIREMENTS.
	3.2 General Task 3.3B TECHNICAL MANUAL PREPARATION AND PUBLISHING. The contractor shall prepare and update aeronautical technical manuals (TMs) under the cognizance of the Naval Air Systems Command's designated technical manual management activity/activities. The contractor shall incorporate technical manual source data furnished by the government and/or perform research and original writing as required in task orders. The types of technical manuals included in the inventory include, but are not limited to, those listed in Attachment A. In order to accomplish the scope of work, the contractor shall have the expertise and ability (personnel, equipment, and facilities) to furnish the required services and products of the Naval Aviation Systems TEAM technical manual program as specified in task orders. Those technical manual efforts that are to be firm fixed priced are described in Attachment D.
X	1. Technical manual source data will be furnished to the contractor by the Cognizant Field Activities (CFA), or NATEC, for incorporation into technical manuals. Source data is validated material provided by the government that forms the basis of the technical manual update. Source data may be a complete draft or marked-up copy of the manual; it may include a printed copy of the manual, reproducible copy and artwork, negatives, sketches, photographs, and digital files. Source data may include Engineering Change Proposals, Technical Directives, engineering drawings, government written manuscript copy, Manual Change Releases (MCRs), dispositioned Technical Publication Deficiency Reports (TPDRs) and/or other documentation required by the contractor to prepare the items ordered. The source data to be furnished to the contractor by the CFA or NATEC will be listed in the TMCR Work Statement/Order and provided prior to issuance of the order, or in less frequent instances, incrementally as work progresses.
X	2. Technical manual products will include traditional page-based manuals and electronic technical manuals. The range of electronic technical manuals shall include, but not be limited to, those described on the Navy CALS Web Site: http://navysgml.dt.navy.mil/ietm/classes.html .

X	3. In order to accomplish the scope of work, the contractor must have the expertise and ability (personnel, equipment and facilities) to perform research, writing, editing, illustrating and related graphic arts actions, typing, layout and photographic tasks, validating and related support services, production of digital files and media, and provide accurate and timely deliveries of the aeronautical technical manuals ordered hereunder. The contractor shall have the expertise and ability to project aeronautical and weapons maintenance practices and principles into government technical manuals.
X	4. The contractor shall be fully conversant with the requirements of the applicable specifications including, but not limited to MIL-STD 3001 and those listed in Attachment B, B-1, and B-2 of the Statement of Work (SOW) . Therefore, detailed instructions covering basic standard grammatical rules, spelling, abbreviations, writing styles, or detailed instructions on the preparation and production of related drafting, illustrating, or other art and graphic services are not provided. The issues of the documents indicated in Attachment B of the SOW are the issues listed in the current Department of Defense Index of Specifications and Standards (DODISS); however, offerors shall also be fully conversant with amendments and all previous issues. Pertinent specifications and standards, with amplifying instructions, deviations, and all required source data for accomplishment of tasks, will be cited in each individual TMCR Work Statement/Task Order. Final interpretation of specification requirements and approval/issuance of deviations are the sole responsibility of the Naval Aviation Technical Data and Engineering Services Command (NATEC), and approval must be obtained, in writing, prior to authorizing the contractor to deviate from specification requirements.
X	6. As specified by task order, page categories for page-based technical manuals may include: Change pages, New pages (existing manuals), and New pages (new manuals) to be furnished and delivered as new manuals, changes and revisions/pickup revisions as specified in individual task orders. Electronic technical manuals may be furnished as scrollable or frame-based products as defined in task orders.
X	7. As specified by the government, text shall be prepared from Commercial Off-the-Shelf (COTS) publishing or word processing software packages (e.g., Arbortext, Interleaf, Ventura, Word, etc.); illustrations shall be prepared in raster or vector formats as required. Compliance with the Continuous Acquisition and Logistics Support (CALS) initiative may be required with data being delivered in formats including, but not limited to Standard Generalized Markup Language (SGML), HTML, and XML.
X	8. As specified in individual task orders, the contractor shall develop and/or integrate technical data to satisfy multiple customer usage requirements such as, but not limited to: maintenance, training, parts ordering.
X	12. All master revisable files for new manuals, changes and revisions/pickup revisions shall be the property of the government and shall be appropriately indexed, packaged, and shipped to the government when required.
X	13. On an as required basis, at designated sites, the contractor shall operate and manage the government's in-house publishing system.
X	14. Quality Assurance (QA) and Quality Control is the responsibility of the contractor. The QA requirements for all Technical Manuals and/or source data to be procured shall be in accordance with ISO 9000-1-94, ISO 9000-2-93, ISO 9000-3-93, AND ISO 9000-4-93. Technical Manual Quality Assurance Program Guide, AL-855TM-GYD-000, shall be used for guidance in the operation of a Quality Assurance Program.
X	17. Acceptance for quality is primarily vested in the designated representative of the CFA for whom the documentation is prepared. Policy decisions regarding quality and conformity of the technical documentation shall be referred by the designated representative of the CFA to the NATEC Quality Assurance Department.
	4.6 General Task 3.3/3.0JF OTHER REQUIREMENTS.

X	1. When a contractor furnished facility is used, the contractor shall provide the government prompt access to data when called for by the government.
X	2. The contractor shall ensure disposal of hazardous materials used in the accomplishment of the above tasks and follow command policies regarding recycling of specific items.
X	3. The contractor shall furnish progress reports and statistical data in mutually agreeable format as required by task orders.

SCHEDULE

Technical Manual Contract Requirement Work Statement

Task Description:

(A) To be Furnished:

Manuals will be provided as government furnished information as follows:

NAVAIR No.	Type of Update	Source Data	0006AA Pgs	0006AB Pgs	0006AC Pgs	0006AD Pgs	0007AB	0007AC
05-20-86	N/A	N/A				10	10	
05-20GF-17	N/A	N/A				28	28	
05-20QG-1	Change	TPDR	5			90	95	
05-20-126	N/A	N/A				10	10	
05-20-559	N/A	N/A				16	16	
05-20BFA-1	N/A	N/A				462	462	
05-20BFA-2	N/A	N/A				54	54	
05-20GE-501	N/A	N/A				86	86	
05-20GE-515	N/A	N/A				44	44	
05-20GE-516	N/A	N/A				20	20	
05-20GF-13	N/A	N/A				34	34	
05-20GF-14	N/A	N/A				44	44	
05-20GF-15	N/A	N/A				27	27	
05-20GH-1	N/A	N/A				90	90	
05-20GH-2	N/A	N/A				54	54	
05-45MAA-3	N/A	N/A				36	36	
05-55A-58	N/A	N/A				42	42	
05-55N-48	Change	TPDR	5			45	50	
05-5E-29	N/A	N/A				12	12	
05-5E-509	Change	TPDR	5			5	10	
16-30APM338-1	N/A	N/A				317	317	
16-30ARR41-503	N/A	N/A				46	46	
16-30ASW25-1	Change	TPDR'S	5			8	13	
16-35CPU175-2	N/A	N/A				90	90	
16-35MT3383-1	N/A	N/A				15	15	
AN-360AA-IPB-000	N/A	N/A				101	101	
Page totals			20			1,786	1,806	

X	1. One set(s) of proof copies of manual change pages for review.
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	NOTE: If at time of review of A.1, contractor corrections are required, one (1) annotated proof copy will be returned to the contractor. Corrected proof copies are required each time the deliverable products are resubmitted for final acceptance until approved.
X	2. One CD ROM (ISO 9660) and one (1) Direct Image copy of the completed manuals listed under Task Description.
X	3. Original and one (1) copy(s) of the Validation Certificate.
X	4. Original and one copy(s) of Record of Source Data Incorporation.
X	5. Original and one copy(s) of DD Form 250.
X	6. Original and one copy(s) of Technical Assistance Activity Reports (TAARS).
X	7. Printing Sequence and Collation Record, GEN-PHILA 5603/2 for each manual.
	8. Other:

(B) Descriptions and Specifications:

Check any that apply or add new requirements. Insert appropriate information in red shaded areas.	
X	1. Task will be performed for ACE Component FST, NADEP Jacksonville, FL.
	2. Contractor Assistance days will be utilized to research source data provided the contractor for this work statement. These research hours will include revalidation of source data questioned when contractor personnel are incorporating changes requested in this work effort. Contractor Assistance days will be utilized as follows: Ten (10) days for research and development of source data.
X	<p>3. The changed pages shall be prepared in the same style, format and technical content specifications as the manual being changed with the following: A distribution statement shall be included on the title page of all unclassified publications below the nomenclature and above the authority notice in not greater than 10 point and no less than 6 point type. The statement shall read as follows:</p> <p>DISTRIBUTION STATEMENT C.. Distribution authorized to U.S. Government agencies and their contractors to protect publications required for official use or for administrative or operational purposes, determined on (date). Other requests for this document shall be referred to: Commanding Officer, Naval Air Technical Data and Engineering Service Command, Naval Air Station, North Island, P.O. Box 357031, Building 90 Distribution, San Diego, CA 92135-7031.</p> <p>DESTRUCTION NOTICE: For unclassified, limited documents, destroy by any method that will prevent disclosure of contents or reconstruction of the document. NOTE: The determination date shall be the issue of the manual when Distribution Statement C is applied.</p>
X	4. The illustrated parts breakdown portion of the manual shall be prepared in accordance with: Mil-M-008910A(AS) or MIL-DTL-81927C(AS), as applicable.
X	5. Proof copies shall be prepared in accordance with best commercial practices.
X	6. Digital delivery requirements of text shall be delivered on CD ROM (ISO 9660) as follows: Prepared in Interleaf 7 IDU formats. Portable Document Format (PDF) files shall be furnished for each revised manual.
X	7. All new illustrations will be in the form of line drawings.
X	8. Questions which arise in relation to technical manual content shall be presented to: Mary Harness, NADEP Jacksonville, FL, Code 3.3.1B.
X	9. Direct Image copy shall be prepared in accordance with Specification MIL-P-38790A with Amendment 1 of 20 Aug 1988 and deviations
X	10. Requests for clarification, deviation, and/or waiver of specification requirements shall be referred to Mary Harness, NADEP Jacksonville, FL, Code 3.3.1B for resolution.
X	11. The record of source data incorporation shall cite the items of source data included in the manuals, with the paragraph number and page number location of incorporation, in accordance with the requirements of the contract. If no identifiable records are incorporated, a record of source data incorporation shall not be required.

SECTION D - PACKAGING AND MARKING

Packaging: DIC shall be packed in accordance with Specification MIL-P-38790A; all other items shall be packed in accordance with best commercial practices.

Marking: Shall be in accordance with ASTM D-3951-88, "Standard Practices for Commercial Packaging." Deliverables shall be marked with contractor's return address/name and with Contract Number/Delivery Order Number.

SECTION E - INSPECTION AND ACCEPTANCE

1. Inspection and acceptance of deliverable items will be performed by ACE Component Data Manager, FST, Naval Air Depot, Jacksonville, FL, Code 3.3.1B.. Furnished items will be inspected and accepted or rejected within thirty (30) calendar days after receipt of delivered item(s). If furnished items are rejected, the contractor shall correct the items at no additional cost to the government and resubmit the items within thirty (30) working days from the date of rejection. Receipt and acceptance will be documented by completion of DD Form 250, which shall identify pertinent contract line item (CLIN), quantity of pages delivered, by category and deliverable products as specified in this delivery order (including any amendments thereto).

2. Quality Assurance/Quality Control is the responsibility of the contractor. The contractor shall ensure that scanner induced errors are corrected and that the integrity of all text tables and graphics is maintained as in the original documents prior to delivery of the master CD-ROM to the Government.

3. Validation, Validation Certification and Quality Assurance shall be completed in accordance with specification MIL-M-85337A (NAVY) with standard deviation 86-2 of 9 Dec 1986 and 87-1 of 9 Jan 1987 and the contractor's approved Quality Assurance Plan.

SECTION F - DELIVERY OR PERFORMANCE

Delivery of items to be furnished shall be as outlined below. In the event that the contractor cannot meet the delivery schedule, ACE Component Data Manager, FST, NADEP Jacksonville, FL, Code 3.3.1B, shall be notified immediately of the delay, the reason therefore, corrective actions, and the proposed new delivery schedule, if applicable.

Destination of all deliverables is ACE Component Data Manager, FST, NADEP Jacksonville, FL, Code 3.3.1B. The proper Mailing Address is:

Naval Air Depot
6206 Aviation Avenue
Cecil Commerce Center
Attn: Mary Harness, Code 3.3.1B
Jacksonville, FL 32221-8112

A1	30, 60, 90, and 120 days after date of order
A2	Thirty (30) days after receipt, (1) proof copy with pertinent comments/corrections noted, will be returned to the contractor.
A3 through A7	Thirty (30) days after receipt of approved copy of Item A2, these items shall be forwarded to Naval Aviation Depot, Jacksonville, Code 3.3.1B

Completion Date of all items: 180 days after date of order.

SECTION G - CONTRACT ADMINISTRATION DATA

A. GENERAL:

This task is UNCLASSIFIED.

B. COGNIZANT FIELD ACTIVITY:

Naval Air Depot Jacksonville has been assigned engineering cognizance of the technical manuals covered under this effort (NAVAIRINST 5400.136 dated 4 December 1989 and NAVAIR AD 901, Management and Responsibility Cognizance List applies).

C. ACCOUNTING DATA:

SECTION H - SPECIAL CONTRACT REQUIREMENTS

None

TeamQualtec Assumptions:

1. PRB SCHEDULE Task Description level of effort shows "Item 0006AD" and "Item 0007AB" page counts reversed.

TeamQualtec assumes the correct level of effort statement is: "0006AD – 1,806 pages" and "0007AB – 1,786 pages" and has responded accordingly.

Part 3

Contract Data Requirements Lists (CDRLs)

Part (3) Deliverables

The Monthly Progress Report has not been included as a CDRL item since the basic contract includes a CDRL (A002) for monthly progress reports.

Part 4

New Key Personnel Resumes

Part (4) New Key Personnel Resumes

No new key personnel resumes are provided.

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF
23

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N68936-01-D-0007	2. DELIVERY ORDER/ CALL NO. 0210	3. DATE OF ORDER/CALL 2004Jan08	4. REQ/ PURCH. REQUEST NO. 0010083906	5. PRIORITY
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6. ISSUED BY CDR NAWCWD CODE 230000E ATTN: C. STINE (805) 989-1992 575 "I" AVE SUITE 1, BLDG 65 POINT MUGU CA 93042-5049	CODE N68936	7. ADMINISTERED BY DCMA BALTIMORE 217 E. REDWOOD, SUITE 1800 BALTIMORE MD 21202-5299	CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
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9. CONTRACTOR TEAM QUALTEC NANCY WHISMAN 23330 COTTONWOOD PARKWAY #150 CALIFORNIA MD 20619-2070	CODE 1RN86	FACILITY	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS	13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15

14. SHIP TO SEE SCHEDULE	CODE	15. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER & MOCAS SOUTH ENTITLEMENTS PO BOX 182264 COLUMBUS OH 43218-2264	CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE		Reference your quote dated _____
			Furnish the following on terms specified herein.
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.			
NAME OF CONTRACTOR		SIGNATURE	TYPED NAME AND TITLE
			DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

* 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	24. UNITED STATES OF AMERICA <i>Sharon Schumann</i> BY: SHARON SCHUMANN CONTRACTING / ORDERING OFFICER	25. TOTAL \$341,365.07	29. DIFFERENCES
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26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED	27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS
DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment.	31. PAYMENT	34. CHECK NUMBER	35. BILL OF LADING NO.
DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____	<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
-----------------	-----------------	------------------------------	----------------------	---------------------	---------------------

SECTION B Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006		.00	Page	\$0.00	\$0.00

Technical Manual Preparation & Publishing

FFP - performed in accordance with Statement of Work - Attachment (1)

NET AMT

\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006AA		335.00	Page	b(4)	{ b(4) } NTE

ACRN AA Funded Amount

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006AD		18,606.00	Page	b(4)	b(4) NTE

Output of Portable Document Format (PDF) Files
FFP

MILSTRIP N6893601D0007/N6893604P3LY034
PURCHASE REQUEST NUMBER 0010083906
ACRN AA Funded Amount

b(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0007		.00	Page	\$0.00	\$0.00

Technical Manuals/ Technical Data Packages

FFP - Conversion performed in accordance with Statement of Work -
Attachment (1) and Task Orders issued herein.

NET AMT

\$0.00

ITEM NO 0007AB	SUPPLIES/SERVICES	QUANTITY 17,936.00	UNIT Page	UNIT PRICE b(4)	AMOUNT b(4)
Conversion of Hardcopy to Master Revisable Text FFP - Files in Interleaf Format MILSTRIP N6893601D0007/N6893604P7LY034 PURCHASE REQUEST NUMBER 0010083906 ACRN AA Funded Amount					b(4)

I. SCHEDULE OF SUPPLIES/SERVICES					
<u>Item No.</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
0006AA	Page Changes to existing Technical Manuals - Hardcopy to Digital Format	335	pages	b(4)	
0006AD	Output of Portable Document Format (PDF) Files	18,606	pages		
0007AB	Conversion of Hardcopy to Master Revisable Text Files in Interleaf Format	17,936	pages		
TOTAL					\$341,365.07

II. SCOPE

The scope of this task order is contained in Attachment (1) - Statement of Work (SOW)

III. INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed at destination by the TOCOR.

IV. PERIOD OF PERFORMANCE PROVISION

Pursuant to FAR 52.216-22 Indefinite Quantity, the period of performance for this task order is from task order award to 11 May 2004.

V. TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE (TOCOR)

The TOCOR is responsible for monitoring the performance and progress as well as overall technical management of this order and should be contacted regarding questions or problems of a technical nature. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the order between the Contractor any person other than the Ordering Officer

be effective or binding upon the Government, unless formalized by the proper contractual documents executed by the Ordering Officer prior to completion of this contract. When, in the opinion of the Contractor, the TOCOR requests effort outside the scope of the order, the Contractor will promptly notify the Ordering Officer in writing. No action will be taken by the Contractor under such technical instruction unless the Ordering Officer has issued an order change. On all problems that pertain to order terms, the Contractor will contact the Ordering Officer.

The Task Order COR (TOCOR) is:

William (Bill) Pfeiffer
NADEP North Island
P.O. Box 357058
San Diego, CA 92135
(619) 545-4625
pfeifferwc@navair.navy.mil

The contract COR is:

Julie Hartshorn, Code 3.0C
NAWCAD
22477 Peary Road, Bldg. 516
Patuxent River, MD 20670
(301) 757-1043
julie.hartshorn@navy.mil

SECTION G Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 1741804 4U4N 252 00019 0 050119 2D 000000
AMOUNT: \$341,365.07
PID/PR 0010083906

AJR30PRLA183

APPLICABLE
SUBCLINS 0006AA
0006AD
0007AB

SECTION H Special Contract Requirements

Part 1

Statement of Work (SOW)
Contract N68936-01-D-0007

TeamQualtec's Response to PRB-0757: Task Order 0210

SCOPE PROFILE:

Prepare Revision/Changes or digitization for ACE Common Component technical manuals listed below using Interleaf and master digital files (when available). Incorporate source data as listed in Section H. Digital delivery shall be in Interleaf IDU format and delivered on CD-ROM (one manual per CD).

TASK PROFILE:

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 STATEMENT OF WORK

Detailed Task 3.1 LOGISTICS SYSTEMS MANAGEMENT

Please place an "X" in unshaded boxes in the left column, next to the tasks you want to outsource. Do NOT change any contractual wording. If you feel you need to add detail for your specific program, indicate by adding an alpha paragraph(s) in the same cell underneath the existing contractual text. This will ensure that we maintain the WBS of the original contract. The contractor's proposal will provide detailed tasking, based on information you've provided above.

3.2 General Task 3.3B TECHNICAL MANUAL PREPARATION AND PUBLISHING. The contractor shall prepare and update aeronautical technical manuals (TMs) under the cognizance of the Naval Air Systems Command's designated technical manual management activity/activities. The contractor shall incorporate technical manual source data furnished by the government and/or perform research and original writing as
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	required in task orders. The types of technical manuals included in the inventory include, but are not limited to, those listed in Attachment A. In order to accomplish the scope of work, the contractor shall have the expertise and ability (personnel, equipment, and facilities) to furnish the required services and products of the Naval Aviation Systems TEAM technical manual program as specified in task orders. Those technical manual efforts that are to be firm fixed priced are described in Attachment D.
X	1. Technical manual source data will be furnished to the contractor by the Cognizant Field Activities (CFA), or NATEC, for incorporation into technical manuals. Source data is validated material provided by the government that forms the basis of the technical manual update. Source data may be a complete draft or marked-up copy of the manual; it may include a printed copy of the manual, reproducible copy and artwork, negatives, sketches, photographs, and digital files. Source data may include Engineering Change Proposals, Technical Directives, engineering drawings, government written manuscript copy, Manual Change Releases (MCRs), dispositioned Technical Publication Deficiency Reports (TPDRs) and/or other documentation required by the contractor to prepare the items ordered. The source data to be furnished to the contractor by the CFA or NATEC will be listed in the TMCR Work Statement/Order and provided prior to issuance of the order, or in less frequent instances, incrementally as work progresses.
X	2. Technical manual products will include traditional page-based manuals and electronic technical manuals. The range of electronic technical manuals shall include, but not be limited to, those described on the Navy CALS Web Site: http://navysgml.dt.navy.mil/ietm/classes.html .
X	3. In order to accomplish the scope of work, the contractor must have the expertise and ability (personnel, equipment and facilities) to perform research, writing, editing, illustrating and related graphic arts actions, typing, layout and photographic tasks, validating and related support services, production of digital files and media, and provide accurate and timely deliveries of the aeronautical technical manuals ordered hereunder. The contractor shall have the expertise and ability to project aeronautical and weapons maintenance practices and principles into government technical manuals.
X	4. The contractor shall be fully conversant with the requirements of the applicable specifications including, but not limited to MIL-STD 3001 and those listed in Attachment B, B-1, and B-2 of the Statement of Work (SOW). Therefore, detailed instructions covering basic standard grammatical rules, spelling, abbreviations, writing styles, or detailed instructions on the preparation and production of related drafting, illustrating, or other art and graphic services are not provided. The issues of the documents indicated in Attachment B of the SOW are the issues listed in the current Department of Defense Index of Specifications and Standards (DODISS); however, offerors shall also be fully conversant with amendments and all previous issues. Pertinent specifications and standards, with amplifying instructions, deviations, and all required source data for accomplishment of tasks, will be cited in each individual TMCR Work Statement/Task Order. Final interpretation of specification requirements and approval/issuance of deviations are the sole responsibility of the Naval Aviation Technical Data and Engineering Services Command (NATEC), and approval must be obtained, in writing, prior to authorizing the contractor to deviate from specification requirements.
X	6. As specified by task order, page categories for page-based technical manuals may include: Change pages, New pages (existing manuals), and New pages (new manuals) to be furnished and delivered as new manuals, changes and revisions/pickup revisions as specified in individual task orders. Electronic technical manuals may be furnished as scrollable or frame-based products as defined in task orders. a. Foldout pages shall be delivered as a single page and a single digital file. Delivery of truncated pages or multiple segments of foldout pages (with the intent to assemble as a single page at the printer's facility) shall not be permitted. Foldout pages shall be prepared for printing on one side only; the page count for foldouts is determined by the number of page units in the foldout length.
X	7. As specified by the government, text shall be prepared from Commercial Off-the-Shelf

	(COTS) publishing or word processing software packages (e.g., Arbortext, Interleaf, Ventura, Word, etc.); illustrations shall be prepared in raster or vector formats as required. Compliance with the Continuous Acquisition and Logistics Support (CALs) initiative may be required with data being delivered in formats including, but not limited to Standard Generalized Markup Language (SGML), HTML, and XML.
X	8. As specified in individual task orders, the contractor shall develop and/or integrate technical data to satisfy multiple customer usage requirements such as, but not limited to: maintenance, training, parts ordering.
X	9. Material such as outlines, reproduced (in-process review) copies, proof copies, delivery media, electronic transmission, etc. shall be specified in individual task orders. Requirements for generation from digital revisable masters of products (e.g., Portable Document Format or Extensible Markup Language) required to support digital replication, distribution, storage, and access shall be defined in individual task orders.
X	10. All templates, style sheets, Formatting Output Specification Instances, scripts, and other processing information developed by the contractor under task orders shall be furnished to the government. When required by the government, the contractor shall utilize government-furnished templates, style sheets, and scripts in the development or update of documentation.
X	11. Document Type Definitions, Data Dictionaries, and Tagging Conventions Guidance shall be prepared or updated by the contractor as required.
X	12. All master revisable files for new manuals, changes and revisions/pickup revisions shall be the property of the government and shall be appropriately indexed, packaged, and shipped to the government when required.
X	13. On an as required basis, at designated sites, the contractor shall operate and manage the government's in-house publishing system.
X	14. Quality Assurance (QA) and Quality Control is the responsibility of the contractor. The QA requirements for all Technical Manuals and/or source data to be procured shall be in accordance with ISO 9000-1-94, ISO 9000-2-93, ISO 9000-3-93, AND ISO 9000-4-93. Technical Manual Quality Assurance Program Guide, AL-855TM-GYD-000, shall be used for guidance in the operation of a Quality Assurance Program.
X	15. Quality Control of Production Processes. The contractor shall establish a TM Quality Assurance Program (QAP) to ensure the development of technically accurate and complete technical manuals. This QAP will encompass all phases of the contractor's technical manual operation from initial receipt of source data through final product delivery and acceptance. The QAP must ensure development and continued use by the contractor of adequate controls through all areas of technical manual development. The Navy reserves the right to review the contractor's QA processes at any time.
X	16. Product Reviews and Validation and/or Verification. The contractor shall validate all TMs and/or source data furnished under this contract. Initial guidance meetings and in-process reviews will be conducted by the government on an as required basis, as scheduled jointly between the government and the contractor. When required by the TMCR Work Statement/Delivery Order, reviews, validation and/or verification shall be conducted at a CFA and or fleet site. These events will be chaired by the requiring activity's representative and supported by the contractor. Guidance information regarding these events is available in the TM Quality Assurance Program Guide, AL-855TM-GYD-000.
X	17. Acceptance for quality is primarily vested in the designated representative of the CFA for

	<p>whom the documentation is prepared. Policy decisions regarding quality and conformity of the technical documentation shall be referred by the designated representative of the CFA to the NATEC Quality Assurance Department.</p>
	<p>18. The following DEFINITIONS and PROCESSES apply to the extent defined in individual TMCRs/Task Orders:</p>
	<p>MANUAL OUTLINE. Technical manual changes will not require outlines. If a revision to a manual is ordered, an outline shall be prepared unless specifically deleted as a requirement by the order. An outline is required and will be specified as a deliverable item in the TMCR Work Statement/Order for all new documentation or existing documentation that is to be reformatted to a new specification. The outline must be approved, in writing, by the ordering officer prior to commencement of work on the manual. If response is not received within forty-five (45) days, the contractor will advise the addressee. The outline shall be specific enough to indicate all major and subordinate divisions of the manual or document for work package manuals by work package and sub-work package titles and for non-work package manuals by chapter and paragraph titles and shall be prepared in accordance with specifications cited in the TMCR Work Statement/Order.</p>
	<p>PROOF COPIES. When specified in the TMCR Work Statement/ Order, proof copies shall be furnished for technical manual updates or new manuals being prepared. The proof copies shall be reproduced copies of the master reproducible copy, suitable for review of the completed work by the CFA. The government will review the proof copies and advise the contractor by return of marked-up proof copies (within the calendar days specified in the TMCR Work Statement/Order) if any changes are required prior to preparation of deliverable media; or if no changes are required, contractor will be directed to proceed with preparation of the deliverable media.</p>
	<p>MASTER REVISABLE FILES. The master revisable files are the digital authoring source files; both Text and Illustrations, and companion style sheets, templates, and other scripts. All master revisable files for new manuals, changes and revisions shall be the property of the government and shall be delivered to the government. In order to accomplish work, master revisable files will be either forwarded to the contractor or access to these files will be made available to the contractor by the government.</p>
	<p>REPRODUCIBLE COPY. Guide for producing reproducible copy shall be as defined in</p>

	<p>specifications, with applicable amendments and deviations, as specified in the TMCR Work Statement/Order. When required, artwork (illustrations), either provided by the government as source data or prepared by the contractor, shall be placed on the reproducible page. Reproducible copy for title pages of manuals shall be furnished for review if specified in the TMCR Work Statement/Order.</p>
	<p>DIRECT IMAGE COPY. Direct image copy shall be prepared in accordance with Specification MIL-P-38790A and deviation(s) cited in TMCR Work Statement/Order. All direct image copy pages furnished shall be high contrast positives, clear, and legible with sharp clear lines in both text and illustrations. Text pages shall be on 8-1/2" x 11" sheets with an image area of 7" x 10" including marginal copy. Foldout illustrations shall not exceed 11" x 45" in page size and shall have a maximum image area of 10 1/4" x 36". All foldout pages shall be prepared as right hand pages to be printed on one side only. The deliverable product shall be suitable for use by the government in any direct image printing or reproduction process selected.</p>
	<p>FACSIMILE/REPRODUCED COPIES. Clean, legible, black and white copies of manuscript or other material, reproduced in accordance with best commercial practice, to be utilized as interim copies prior to the completion of the technical manual being printed or other uses as warranted by task requirements such as in-process reviews (IPRs).</p>
	<p>CD ROM. Digital files shall be delivered on DOS compatible media as identified in the TMCR Work Statement/Order. CD ROM shall be ISO 9660 compliant with extensions or other standards as defined in the TMCR Work Statement/Order.</p>
	<p>PORTABLE DOCUMENT FORMAT (PDF). When specified in the TMCR Work Statement/Order, Portable Document Format (PDF) files shall be furnished.</p>
	<p>ASSEMBLY AND PRINTING INSTRUCTIONS. When required by the TMCR Work Statement/Delivery Order, these detailed instructions shall be furnished by the contractor with the TM deliverables to provide detailed instructions to the printer to assure that pages and illustrations of the manuals will be assembled in proper sequence and that pages are folded as required (i.e., foldouts). These instructions shall be furnished on Printing Sequence and Collation Record, or local Defense Automated Printing Service Detachment Office (DAPSDO) equivalent. These forms are required for both hardcopy and digital deliveries and are available from the cognizant local DAPSDO.</p>
	<p>RECORD OF SOURCE DATA INCORPORATION. For aeronautical technical manual changes/revisions/pick-up revisions, a record of the source data which has been incorporated in the manual(s), and its location in the text/figures/tables, will be required. The record of source data incorporation shall reflect the type of data included in the technical manuals, such as, but not limited to, Technical Directives (TD), Engineering Change Proposals (ECP), Manual Change Requests (MCR), Technical Publications Deficiency Reports (TPDR), Interim Rapid Action Changes (IRAC), and Design Change Notices (DCN). If no identifiable records are incorporated, a record of source data incorporation shall not be required. The source data incorporation record shall be prepared and delivered digitally, in a format and media mutually acceptable to the contractor and the government.</p>
X	<p>SUPPLEMENTS. Supplements are subsidiary documents that complement the information contained in certain technical manuals.</p>
X	<p>PAGE. A "page" is defined as that data depicted on one side of a printed sheet within the page size limitations of the governing specification. A page unit shall be considered to be 8 1/2" X</p>

	11". Foldout pages shall be prepared for printing on one side only; the page count for foldouts is determined by the number of page units in the foldout length.
	a. Types of pages are defined as follows:
X	1. New Page: Any page that has not previously existed in the aeronautical technical manual being prepared/updated.
X	2. Change Page: Any modification of an existing page in the technical manual being updated. This type of action may involve the addition, deletion, or modification of information of an existing page. Changed/revised pages shall include new pages generated by the "rollover" of technically unchanged information.
X	3. Unchanged/Renumbered Page: Any page renumbered or intentionally left blank to maintain sequential integrity; a page picked up as backup; an unchanged page included in a revision. These pages shall not be considered for pricing purposes.
X	TEXT. Text is defined as all technical manual written material and entries including front matter.
X	ILLUSTRATIONS. Illustrations are artwork that depicts various subject matters prepared in various styles, techniques and media including line art, phototracing, and lettering, in accordance with the applicable specifications cited in the TMCR Work Statement/Order. Illustrations shall clearly, adequately and economically portray the information to be illustrated. Examples of illustrations which may be required in technical manuals/changes/revisions/pick-up revisions are frontispiece (assembled view), exploded views, sectional/cutaway views, test set-up diagrams, procedural and functional block diagrams, outline drawings, wiring diagrams, schematic diagrams, line drawings, performance charts, logic diagrams and flow charts. Utilizing government furnished source material, illustrative material to be furnished by the contractor may be original art or update or modification of existing art which may require research of engineering drawings or other reference materials. Line art or drawings shall be of high reproducible quality capable of maintaining consistent high density tonal values.
X	CHANGES. Changes to existing aeronautical technical manuals may consist of changed or new pages in existing technical manuals. Changes shall be utilized to modify existing material, correct existing errors or omissions in the text or illustrations and may include but are not limited to additional information as a result of configuration, design and modification changes, or to introduce additional information as a result of authorized substitution of parts, assemblies, and/or components on the equipment covered by the manual(s).
X	REVISIONS. Revisions to existing technical manuals are the subsequent editions of the manuals which supersede the preceding editions. A revision is generally called for when the cumulative total of existing changed pages plus the pages affected by the current change exceed 60% of the manual, or when a manual of sixteen pages or less requires updating. Revisions shall include all previous and current changes and any new data resulting from equipment configuration, design, and modification changes.
X	(a) Pick-up revisions refer to those revisions that incorporate changed material but do not involve updating all pages in the issue. The pick-up revision shall incorporate the basic manual (or latest revision), all changes subsequent to the basic/latest revision, and the new data requiring issuance of the latest change. The changed material shall be properly identified, numbered, and collated in the pick-up revision and the updated pages shall be identified in the front matter of the manual. Pick-up revisions shall be properly collated, complete manual issues. Only those changed, revised, or added Work Packages/Pages shall have the current change number and date. Other existing Work Packages/Pages shall be reissued without changes to dates, change symbols or other modification. A supersedure notice shall be placed on the title page as follows:
X	"This manual supersedes A1-XXXXXX/NAVAIR XXXXXX dated _____ with change information. Change dated _____ has been incorporated in this issue and makes this a complete manual."
X	MANUSCRIPT (DRAFT) COPIES. When specified in the TMCR/Task Order, manuscript copies (or draft) for a

	new manual shall be provided. The manuscript shall be edited and complete in all respects, and shall contain all front matter, text, illustrations, and tables to be included in the manual as specified in the technical content specification. The manuscripts to be furnished shall be in accordance with the style, format and technical content specifications specified in individual task orders.
	NEW MANUALS. A new (basic) manual is the initial issue of a manual covering any type of aeronautical weapon system or equipment which is not presently in the NAVAIR system. New (basic) manual(s) will usually require preparation of manual outline(s) and manuscript (draft) copies. The manuals shall be prepared in accordance with the style, format and technical content specifications cited in individual task orders.
	3.3 General Task 3.3C TECHNICAL DATA CONVERSION. The contractor shall accomplish conversion of data of various types (e.g., technical manuals, engineering drawings, program data, etc.) to other formats as defined in individual task orders and described in Attachment D of this Statement of Work (SOW). Detailed conversion specifications are provided in Attachment B, B-1, and B-2 of this SOW.
X	1. A task order may require that a specific application software package be used to generate the data (e.g. AutoCAD, ComputerVision CADDs 4X or Theda, Interleaf, or Arbortext). It may require compliance with the Continuous Acquisition and Logistics Support (CALs) initiative, with the data to be delivered in one or more of the following formats:
X	A. Standard Generalized Mark-up Language (SGML)/Extensible Markup Language (XML). Applicable specifications and Document Type Definitions (DTDs) (including appropriate versions) shall be specified in individual task orders. Selected DTDs may include, but are not limited to, those applicable to: <ul style="list-style-type: none"> • MIL-STD-3001, Preparation of Digital Technical Information for Multi-Output Presentation of Technical Manuals • MIL-M-81927, Manuals, Technical: General Style And Format Of (Work Package Concept) • MIL-M-38784 Manuals, Technical: General Style And Format Requirements • MIL-STD-38784 Standard Practice for Manuals, Technical: General Style And Format Requirements • NAVSEA C2 DTD • MIL-PRF-87269 Data Base, Revisable - Interactive Electronic Technical Manuals, for the Support of
X	C. Computer Graphics Metafile (CGM)
X	2. Delivery media (e.g., tape or CD-ROM) will be specified in task orders.
X	3. The Contractor shall prepare the data/media (either active or historical) for data conversion (e.g., hard copy to microfiche, drawings to microfiche, paper to digital, etc.) and process for conversion.
X	4. The contractor will perform an analysis of Technical Data including its format and content, rapidity of change, data usage, longevity of data over the program life cycle, and relationship of data to other data elements. The contractor will make recommendations to the government, based on the above criteria, concerning the type of format most appropriate for the data.
X	5. Conversion efforts shall include 100% quality assurance of converted products for their intended purpose. Specific levels of quality assurance will be specified in each delivery order.

SCHEDULE

Following 142 publications are submitted for this work order:

Part 1.

Technical Manual Contract Requirement Work Statement

Publication	Type/Update	Start Date FRAC/MSB/DR/CR	008AA	008BA	008AB
03-5CXA-4	DIG	0/0/0	0	88	88
05-20-141	PUP/REV	0/0/1	2	24	20
05-20BEA-2	PUP/REV	0/0/0	2	38	34
05-20GE-46	DIG	0/0/0	0	74	74
05-20HH-22	PUP/REV	0/0/1	5	27	17
05-20NB-52	DIG	0/0/0	0	10	10
05-20NC-1	DIG	0/0/0	0	78	78
05-30-107	DIG	0/0/0	0	30	30
05-30-108	DIG	0/0/0	0	168	168
05-30-109	PUP/REV	0/0/1	2	44	40
05-30-112	DIG	0/0/0	0	218	218
05-30-68	DIG	0/0/0	0	20	20
05-30-69	DIG	0/0/0	0	14	14
05-30-82	DIG	0/0/0	0	106	106
05-30-83	DIG	0/0/0	0	42	42
05-30-91	DIG	0/0/0	0	90	90
05-30-92	DIG	0/0/0	0	36	36
05-30-99	DIG	0/0/0	0	22	22
05-35A-26	DIG	0/0/0	0	8	8
05-35A-27	DIG	0/0/0	0	10	10
05-35BC-31	DIG	0/0/0	0	253	253
05-35KAA-47	DIG	0/0/0	0	148	148
05-35KAA-49-1	PUP/REV	0/1/0	3	253	247
05-35KAB-19	DIG	0/0/0	0	133	133
05-35KAB-20	DIG	0/0/0	0	101	101
05-35LAA-7	DIG	0/0/0	0	45	45
05-35NAA-1	DIG	0/0/0	0	176	176
05-35NAA-2	DIG	0/0/0	0	85	85
05-35NAA-3	DIG	0/0/0	0	58	58
05-45CEA-1	PUP/REV	0/1/0	3	133	127
05-45CEA-2	DIG	0/0/0	0	40	40
05-45CFA-11	DIG	0/0/0	0	176	176
05-45SK-534	PUP/REV	0/0/1	2	78	74

05-45SK-535	DIG	0/0/0	0	42	42
05-55G-60	DIG	0/0/0	0	16	16
05-55N-36	PUP/REV	0/0/3	6	32	20
05-55N-42	DIG	0/0/0	0	32	32
05-5E-65	PUP/REV	0/0/0	3	25	19
05-95BD2504-1	DIG	0/1/0	0	104	104
11-70FF-4	DIG	0/0/0	0	101	101
11-70FF-501	DIG	0/0/0	0	101	101
11-70FF-7	DIG	0/0/0	0	142	142
11-70FFB-3	PUP/REV	0/0/1	2	76	72
11-70FFD-3	DIG	0/0/0	0	178	178
11-70FFE-1	DIG	0/0/0	0	36	36
11-70FFE-2	DIG	0/0/0	0	18	18
11-70FFF-501	DIG	0/0/0	0	101	101
11-70FFH-501	DIG	0/0/0	0	52	52
11-70FFK-7	DIG	0/0/0	0	40	40
11-70FFK-8	DIG	0/0/0	0	76	76
11-70FFK-9	DIG	0/0/0	0	64	64
11-70FFM-3	DIG	0/0/0	0	48	48
16-30AIC14-2	PUP/REV	0/6/5	28	549	493
16-30AIC18-1	DIG	0/0/0	0	202	202
16-30AIC18-2	DIG	0/0/0	0	64	64
16-30AIM3-1	DIG	0/0/0	0	199	199
16-30AIM3-2	PUP/REV	0/2/0	6	177	165
16-30APM147-1	PUP/REV	0/1/0	3	204	198
16-30APM231-1	DIG	0/0/0	0	512	512
16-30APM231-2	PUP/REV	0/0/2	4	176	168
16-30APM289-1	PUP/REV	0/0/2	4	170	162
16-30APM348-1	PUP/REV	0/2/0	3	79	73
16-30APN122-1	DIG	0/0/0	0	33	33
16-30APN141-1	PUP/REV	0/2/0	6	490	478
16-30APN141-2	PUP/REV	0/4/0	12	732	708
16-30APN153-1	DIG	0/0/0	0	16	16
16-30APN153-2	PUP/REV	0/0/1	2	28	24
16-30APN154-2	PUP/REV	0/0/1	2	182	178
16-30APN154-5	PUP/REV	0/0/2	4	34	26
16-30APN171-3	DIG	0/0/0	0	18	18
16-30APN171-5	DIG	0/0/0	0	30	30

16-30APN171-6	PUP/REV	0/1/0	3	90	84
16-30APN171-7	DIG	0/0/0	0	52	52
16-30APN171-9	DIG	0/0/0	0	112	112
16-30APN202-3	DIG	0/0/0	0	88	88
16-30APN22-1	DIG	0/0/0	0	56	56
16-30APN22-2	PUP/REV	0/1/0	3	206	200
16-30APN22-3	DIG	0/0/0	0	62	62
16-30APN22-4	DIG	0/0/0	0	151	151
16-30APN70-1	DIG	0/0/0	0	101	101
16-30APN70-2	DIG	0/0/0	0	216	216
16-30APN70-4	DIG	0/0/0	0	104	104
16-30APN70-5	DIG	0/0/0	0	90	90
16-30APQ107-1	PUP/REV	0/0/2	4	47	39
16-30APS133TS-1	DIG	0/0/0	0	283	283
16-30APS133TS-2	DIG	0/0/0	0	72	72
16-30APS133TS-3	DIG	0/0/0	0	28	28
16-30APS133TS-4	DIG	0/0/0	0	22	22
16-30APS133TS-5	DIG	0/0/0	0	26	26
16-30APS133TS-6	DIG	0/0/0	0	14	14
16-30APX76-2	PUP/REV	0/7/72	165	778	448
16-30ARA25-1	DIG	0/0/0	0	20	20
16-30ARA25-3	PUP/REV	0/0/2	4	90	82
16-30ARA50-1	PUP/REV	0/2/0	6	105	93
16-30ARC131-1	DIG	0/0/0	0	29	29
16-30ARC159-1	PUP/REV	0/1/0	3	341	335
16-30ARC159-3	PUP/REV	0/1/0	3	187	181
16-30ARM165-2	PUP/REV	0/0/1	2	178	174
16-30ARM200-1	PUP/REV	0/0/1	2	400	396
16-30ARM200-2	DIG	0/0/0	0	581	581
16-30ARM40-1	DIG	0/0/0	0	105	105
16-30ARM74-1	DIG	0/0/0	0	55	55
16-30ARN14-11	DIG	0/0/0	0	20	20
16-30ARN14-12	DIG	0/0/0	0	224	224
16-30ARN14-13	DIG	0/0/0	0	48	48
16-30ARN14-14	DIG	0/0/0	0	67	67
16-30ARN14-6	DIG	0/0/0	0	15	15
16-30ARN14-7	DIG	0/0/0	0	4	4
16-30ARN14-8	DIG	0/0/0	0	3	3

16-30ARN18-1	DIG	0/0/0	0	101	101
16-30ARN18-2	DIG	0/0/0	0	65	65
16-30ARN18-3	DIG	0/0/0	0	33	33
16-30ARN18-4	DIG	0/0/0	0	44	44
16-30ARN21-1	DIG	0/0/0	0	18	18
16-30ARN21-501	DIG	0/0/0	0	36	36
16-30ARN21-503	DIG	0/0/0	0	106	106
16-30ARN32-1	DIG	0/0/0	0	43	43
16-30ARN32-2	DIG	0/0/0	0	29	29
16-30ARN32-3	PUP/REV	0/1/0	3	41	35
16-30ARN84-1	PUP/REV	0/0/2	4	438	430
16-30ARN84-3	DIG	0/0/0	0	296	296
16-30ARR40-501	DIG	0/0/0	0	8	8
16-30ARR40-502	DIG	0/0/0	0	5	5
16-30ARR69-1	PUP/REV	0/2/0	6	155	143
16-30ARR69-2	DIG	0/0/0	0	101	101
16-30ARR69-3	DIG	0/0/0	0	5	5
16-30ASH20-2	PUP/REV	0/1/0	3	235	229
16-30ASM614-1	DIG	0/0/0	0	101	101
16-30ASM614-2	DIG	0/0/0	0	614	614
16-30ASM614-3	DIG	0/0/0	0	1323	1323
16-30ASN73-2	DIG	0/0/0	0	84	84
16-30ASN73-3	DIG	0/0/0	0	108	108
16-30ASN73-4	DIG	0/0/0	0	50	50
16-30ASN73-6	PUP/REV	0/1/0	3	59	53
16-30UPM144-1	DIG	0/0/0	0	544	544
16-35C11565-1	DIG	0/0/0	0	111	111
16-35ID663-18	PUP/REV	0/0/1	2	40	36
16-35ID663-20	PUP/REV	0/1/0	3	55	49
16-35MT6136-1	PUP/REV	0/0/1	2	8	4
16-45-1668	PUP/REV	0/1/0	3	444	438
17-15-48	PUP/REV	0/1/1	5	139	129
17-15C-115	PUP/REV	0/0/1	2	92	88

- **DIG – Digitization**
- **REV - Revision**
- **PUP/REV - Pickup Revision**

SCHEDULE Part 2.

Following delivery schedule commence 45 days following contract award:

45 Days after award			
03-5CXA-4	05-20-141	05-20BEA-2	05-20GE-46
05-20HH-22	05-20NB-52	05-20NC-1	05-30-107
05-30-108	05-30-109	05-30-112	05-30-68
05-30-69	05-30-82	05-30-83	05-30-91
05-30-92	05-30-99	05-35A-26	05-35A-27
75 Days after award			
05-35BC-31	05-35KAA-47	05-35KAA-49-1	05-35KAB-19
05-35KAB-20	05-35LAA-7	05-35NAA-1	05-35NAA-2
05-35NAA-3	05-45CEA-1	05-45CEA-2	05-45CFA-11
05-45SK-534	05-45SK-535	05-55G-60	05-55N-36
05-55N-42	05-5E-65	05-95BD2504-1	11-70FF-4
11-70FF-501	11-70FF-7	11-70FFB-3	11-70FFD-3
90 Days after award			
11-70FFE-1	11-70FFE-2	11-70FFF-501	11-70FFH-501
11-70FFK-7	11-70FFK-8	11-70FFK-9	11-70FFM-3
16-30AIC14-2	16-30AIC18-1	16-30AIC18-2	16-30AIM3-1
16-30AIM3-2	16-30APM147-1	16-30APM231-1	16-30APM231-2
16-30APM289-1	16-30APM348-1	16-30APN122-1	16-30APN141-1
16-30APN141-2	16-30APN153-1	16-30APN153-2	16-30APN154-2
16-30APN154-5	16-30APN171-3	16-30APN171-5	16-30APN171-6
105 Days after award			
16-30APN171-7	16-30APN171-9	16-30APN202-3	16-30APN22-1
16-30APN22-2	16-30APN22-3	16-30APN22-4	16-30APN70-1
16-30APN70-2	16-30APN70-4	16-30APN70-5	16-30APQ107-1
16-30APS133TS-1	16-30APS133TS-2	16-30APS133TS-3	16-30APS133TS-4
16-30APS133TS-5	16-30APS133TS-6	16-30APX76-2	16-30ARA25-1
120 Days after award			
16-30ARA25-3	16-30ARA50-1	16-30ARC131-1	16-30ARC159-1
16-30ARC159-3	16-30ARM165-2	16-30ARM200-1	16-30ARM200-2
16-30ARM40-1	16-30ARM74-1	16-30ARN14-11	16-30ARN14-12
16-30ARN14-13	16-30ARN14-14	16-30ARN14-6	16-30ARN14-7
16-30ARN14-8	16-30ARN18-1	16-30ARN18-2	16-30ARN18-3
16-30ARN18-4	16-30ARN21-1	16-30ARN21-501	16-30ARN21-503
135 Days after award			
16-30ARN32-1	16-30ARN32-2	16-30ARN32-3	16-30ARN84-1
16-30ARN84-3	16-30ARR40-501	16-30ARR40-502	16-30ARR69-1
16-30ARR69-2	16-30ARR69-3	16-30ASH20-2	16-30ASM614-1
16-30ASM614-2	16-30ASM614-3	16-30ASN73-2	16-30ASN73-3
16-30ASN73-4	16-30ASN73-6	16-30UPM144-1	16-35C11565-1
16-35ID663-18	16-35ID663-20	16-35MT6136-1	16-45-1668
17-15-48	17-15C-115		

****NOTE:** Please ensure correct SOW paragraphs are ordered concurrently. Example: If 3.2 General Tasks, Section 3.3B(7) applies, please ensure the block is checked on the SOW.**

Task Description:

(A) To be Furnished:

X	1. <u>1</u> set(s) of proof copies of manual change pages for review. NOTE: If at time of review of A.1, contractor corrections are required, one (1) annotated proof copy will be returned to the contractor. Corrected proof copies are required each time the deliverable products are resubmitted for final acceptance until approved.
X	2. <u>1</u> CD ROM (ISO 9660) and one (1) Direct Image copy of the completed manuals listed under Task Description.
X	3. Original and <u>1</u> copy(s) of the Validation Certificate.
X	4. Original and <u>1</u> copy(s) of Record of Source Data Incorporation.
X	5. Original and <u>1</u> copy(s) of DD Form 250.
X	6. Original and <u>1</u> copy(s) of Technical Assistance Activity Reports (TAARS).
X	7. Printing Sequence and Collation Record, GEN-PHILA 5603/2 for each manual.
	8. Questions which arise in relation to technical manual content shall be presented to: William Pfeiffer, NADEP NORIS, Code 3.3.1, San Diego, CA.

(B) Descriptions and Specifications:

Check any that apply or add new requirements. Insert appropriate information in red shaded areas.	
X	1. Task will be performed for : Naval Air Depot NAS North Island P.O. Box 357058, Bldg 334-1 ATTN: William Pfeiffer, Code 3.3.1 San Diego, CA 92135-7058
	2. Contractor Assistance days will be utilized to research source data provided the contractor for this work statement. These research hours will include revalidation of source data questioned when contractor personnel are incorporating changes requested in this work effort. Contractor Assistance days will be utilized as follows: Ten (10) days for research and development of source data.
X	3. The changed pages shall be prepared in the same style, format and technical content specifications as the manual being changed with the following: A distribution statement shall be included on the title page of all unclassified publications below the nomenclature and above the authority notice in not greater than 10 point and no less than 6 point type. The statement shall read as follows: DISTRIBUTION STATEMENT C. Distribution authorized to U.S. Government agencies and their contractors to protect publications required for official use or for administrative or operational purposes, determined on (date). Other requests for this document shall be referred to Commanding Officer, Naval Air technical Data and Engineering Service Command, Naval Air Station North Island, P.O. Box 357031, Building 90 Distribution, San Diego, CA 92135-7031 DESTRUCTION NOTICE: For unclassified, limited documents, destroy by any method that will prevent disclosure of contents or reconstruction of the document. NOTE: The determination date shall be the issue of the manual when Distribution Statement C is applied.
X	4. The illustrated parts breakdown portion of the manual shall be prepared in accordance with: Existing style and format.
X	5. Proof copies shall be prepared in accordance with best commercial practices.
X	6. Digital delivery requirements of text shall be delivered on CD ROM (ISO 9660) as follows: Interleaf IDU files, CD shall include readme file with file name as written to CD and corresponding publication number with basic and change date if applicable.

X	7. All new illustrations will be in the form of line drawings.
X	8. Questions which arise in relation to technical manual content shall be presented to William Pfeiffer, NADEP NORIS, Code 3.3.1, San Diego, CA.
X	9. Direct Image copy shall be prepared in accordance with Specification MIL-P-38790A with Amendment 1 of 20 Aug 1988 and deviations.
X	10. Requests for clarification, deviation, and/or waiver of specification requirements shall be referred to William Pfeiffer, NADEP NORIS, Code 3.3.1, San Diego, CA. for resolution.
X	11. The record of source data incorporation shall cite the items of source data included in the manuals, with the paragraph number and page number location of incorporation, in accordance with the requirements of the contract. If no identifiable records are incorporated, a record of source data incorporation shall not be required.

SECTION D - PACKAGING AND MARKING

Packaging: DIC shall be packed in accordance with Specification MIL-P-38790A; all other items shall be packed in accordance with best commercial practices.

Marking: Shall be in accordance with ASTM D-3951-88, "Standard Practices for Commercial Packaging." Deliverables shall be marked with contractor's return address/name and with Contract Number /Delivery Order Number.

SECTION E - INSPECTION AND ACCEPTANCE

1. Inspection and acceptance of deliverable items will be performed by (CFA Code) 3.3.1. Furnished items will be inspected and accepted or rejected within thirty (30) calendar days after receipt of delivered item(s). If furnished items are rejected, the contractor shall correct the items at no additional cost to the government and resubmit the items within thirty (30) working days from the date of rejection. Receipt and acceptance will be documented by completion of DD Form 250, which shall identify pertinent contract line item (CLIN), quantity of pages delivered, by category and deliverable products as specified in this delivery order (including any amendments thereto).

2. Quality Assurance/Quality Control is the responsibility of the contractor. The contractor shall ensure that scanner induced errors are corrected and that the integrity of all text tables and graphics is maintained as in the original documents prior to delivery of the master CD-ROM to the Government.

3. Validation, Validation Certification and Quality Assurance shall be completed in accordance with specification MIL-M-85337A (NAVY) with standard deviation 86-2 of 9 Dec 1986 and 87-1 of 9 Jan 1987 and the contractor's approved Quality Assurance Plan.

SECTION F - DELIVERY OR PERFORMANCE

1. Delivery of items to be furnished shall be as follows:
Deliveries to commence NLT 45 days from award of contract.
2. Completion date of all items: 11 May 2004.

Delivery of items to be furnished shall be as outlined below. In the event that the contractor cannot meet the delivery schedule, NAVAIR NORTHISLAND, 3.3.1 shall be notified immediately of the delay, the reason therefore, corrective actions, and the proposed new delivery schedule, if applicable.

Destination of all deliverables is NAVAIR NORTH ISLAND, 3.3.1 . The proper Mailing Address is:

Commanding Officer /

Naval Air Depot
NAS North Island
P.O. Box 357058, Bldg 334-1
San Diego, CA 92135-7058
ATTN: William Pfeiffer, Code 3.3.1

Completion Date of all items: ____160____ days after date of order.

SECTION G - CONTRACT ADMINISTRATION DATA

A. GENERAL:

This task is UNCLASSIFIED.

B. COGNIZANT FIELD ACTIVITY:

NAVAL AVIATION DEPOT, NORTH ISLAND, Code 3.3.1 has been assigned engineering cognizance of the technical manuals covered under this effort (NAVAIRINST 5400.136 dated 4 December 1989 and NAVAIR AD 901, Management and Responsibility Cognizance List applies).

C. ACCOUNTING DATA:**SECTION H – SPECIAL CONTRACT REQUIREMENTS*****TeamQualtec Assumptions:***

- Original documents will contain no less than a size 8 font
- Template and style guides will be provided by the NADEP TPOC
- SGML/XML tagging will not be required for this project
- New illustrations will not be required for this project
- Original documents will be provided to *TeamQualtec* by the TPOC in good condition
- Upon completion of documents, *TeamQualtec* will deliver PDF and Interleaf IDU files on CD-ROM and will submit a DD250 for deliverable acceptance
- Delivery schedule is dependent upon source data being supplied to the Subcontractor by date of order.
- Page counts will not exceed those stated in PRB 0757, Task Order 0210
- All work will be performed at the Subcontractor's San Diego facility.
- Section F-Delivery or Performance item 2 states: Completion date of all items: 11 May 2004; the last line in Section F states: Completion Date of all items: ____160____ days after date of order. *TeamQualtec* will assume correct completion date as 11 May 2004.

TeamQualtec Exceptions:

- If original documents contain less than a size 8 font *TeamQualtec* will convert those pages at additional cost to the government
- If Template and style guides are not provided by the customer, or if such template and style guides are not provided or require modification, *TeamQualtec* will develop or update them at additional cost to the government
- If TPDRs or MCR require new illustrations, *TeamQualtec* will produce the new illustrations at additional cost to the government
- If original data is not in scannable condition using normal processes, *TeamQualtec* will convert the data at additional cost to the government
- If page counts exceed those stated in PRB 0757, Task Order 0210, a modification will be issued to cover the cost of the additional pages produced
- Any task requirements not stated in the SOW will be considered outside the SOW and will require a modification to cover the cost of the additional tasks requested.
- SOW states: (one manual per CD). Numerous manuals are less than fifty (50) pages. Per past PRB deliveries (no more than 10 manuals per CD) a CD directory will contain a text file with a list of publication numbers contained on CD.

N68936-01-D-0007

0210

Page 22 of 23

Part 3

Contract Data Requirements Lists (CDRLs)

Part (3) Deliverables

This Task Order is Firm Fixed Price, therefore the A002 Monthly Status Report is not required.

Part 4

New Key Personnel Resumes

Part (4) New Key Personnel Resumes

Not applicable to this Task Order

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF
14

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N68936-01-D-0007	2. DELIVERY ORDER/ CALL NO. 0211	3. DATE OF ORDER/CALL 2003Dec31	4. REQ./ PURCH. REQUEST NO. 0010087473	5. PRIORITY
---	-------------------------------------	------------------------------------	---	-------------

6. ISSUED BY CDR NAWCWD CODE 230000E ATTN: C. STINE (805) 989-1992 575 "I" AVE SUITE 1, BLDG 65 POINT MUGU CA 93042-5049	CODE N68936	7. ADMINISTERED BY DCMA BALTIMORE 217 E. REDWOOD, SUITE 1800 BALTIMORE MD 21202-5299	CODE S2101A	8. DELIVERY FOB <input checked="" type="checkbox"/> DEST <input type="checkbox"/> OTHER (See Schedule if other)
---	----------------	---	----------------	--

9. CONTRACTOR TEAM QUALTEC NANCY WHISMAN 23330 COTTONWOOD PARKWAY #150 CALIFORNIA MD 20619-2070	CODE 1RN86	FACILITY	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED
			12. DISCOUNT TERMS	
13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15				

14. SHIP TO SEE SCHEDULE	CODE	15. PAYMENT WILL BE MADE BY DFAS - COLUMBUS CENTER & MOCAS SOUTH ENTITLEMENTS PO BOX 182264 COLUMBUS OH 43218-2264	CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
--	------	--	----------------	--

16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated _____ Furnish the following on terms specified herein.
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.			

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
SEE SCHEDULE					

* 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	24. UNITED STATES OF AMERICA <i>Sharon Schumann</i> BY: SHARON SCHUMANN CONTRACTING / ORDERING OFFICER	25. TOTAL	\$124,739.37
		29. DIFFERENCES	

26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED	27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS
DATE _____ SIGNATURE OF AUTHORIZED GOVT. REP. _____	<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR

36. I certify this account is correct and proper for payment. DATE _____ SIGNATURE AND TITLE OF CERTIFYING OFFICER _____	31. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. CHECK NUMBER	35. BILL OF LADING NO.
---	--	------------------	------------------------

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
-----------------	-----------------	------------------------------	----------------------	---------------------	---------------------

SECTION B Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Operational, Managerial, Analyses and Technical CPAF - support efforts in accordance with Statement of Work - Attachment (1) (excluding Travel, Material and ODCs)		Lot		
				ESTIMATED COST	<div style="border-left: 1px solid black; border-right: 1px solid black; border-bottom: 1px solid black; padding: 5px; display: inline-block;"> b(4) </div>
				BASE FEE	
				SUBTOTAL EST COST + BASE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101	FOR ACCOUNTING PURPOSES ONLY CPAF PURCHASE REQUEST NUMBER 0010087473 ACRN AA Funded Amount				
					b(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Award Fee in support of CLIN 0001 CPAF - Award Fee in support of CLIN 0001		Lot		
				MAX AWARD FEE	b(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	FOR ACCOUNTING PURPOSES ONLY CPAF PURCHASE REQUEST NUMBER 0010087473 ACRN AA Funded Amount				
					b(4)

<u>I.</u>	<u>SCHEDULE OF SUPPLIES/SERVICES</u>				<u>PRB - 0758</u>
<u>Item No.</u>	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
0001	Services as specified in Task Order 0211 Statement of Work – Attachment (1), and in accordance with basic contract Statement of work	2,666	HRS	Est. Cost: Base Fee: Est. Cost plus Base Fee:	} b (A)
0002	Award Fee in support of CLIN 0001	01	LOT		
0003	Travel in support of CLIN 0001	01	LOT		
0004	Materials/ODCs in support of CLIN 0001	01	LOT		
0005	Data in accordance with DD Form 1423, Exhibit "A" (CDRL) of the basic contract (not separately priced)	01	LOT	NSP	
Total	Cost Reimbursable				\$124,739.37

II. PAYMENT OF FEE

Payment of fee under this contract will be determined in accordance with Section B of the basic contract.

The maximum award fee specified above shall be held in reserve pending modification of the order to reflect the actual fee earned for the applicable evaluation period.

III. INCREMENTAL FUNDING:

Reimbursement of allowable cost shall not exceed the aggregate amount indicated below and the Contractor will not be reimbursed by the Government for allowable costs incurred hereunder in excess of such amount. As of the date of the execution of this contract, there has been allotted the sum of \$124,739.37. The allotted funding will cover approximately 100% of the total effort.

Notwithstanding the foregoing limitation, the amount or amounts allotted hereto and obligated herein may be increased from time to time by modification to this task order. The Contractor shall notify the Contracting Officer in writing, at least thirty (30) days prior to the time the funds hereunder are fully expended, that additional funds will be required if performance is to continue under the task order. In the event that additional funds are not made available and allotted to this delivery order by the Government, and the Contractor has given timely notice as provided herein, the Contractor shall be entitled to "Termination" and a settlement in accordance with the provisions of said clause; provided, that in no event shall the total of all payments to the Contractor under this task order, except for settlement expenses described in said "Termination" clause, exceed the total of all amounts hereto.

IV. LEVEL OF EFFORT

The level of effort for this task order is 2,666 direct labor hours. The estimated composition of hours is as follows:

<u>CATEGORY</u>	<u>Hours</u>
b(4) Logistics Management Specialist (journeyman) Sr. Draftsman Sr. Systems Analyst Sr. Program/Project Control Specialist	{ b(4) }
TOTAL	2666

V. SCOPE

The scope of this task order is contained in Attachment (1) - Statement of Work (SOW)

VI. INSPECTION AND ACCEPTANCE

Inspection and Acceptance will be performed at destination by the TOCOR.

VII. PERIOD OF PERFORMANCE PROVISION

Pursuant to FAR 52.216-22 Indefinite Quantity, the period of performance for this task order is from task order award to 11 May 2004.

VIII. TASK ORDER CONTRACTING OFFICER'S REPRESENTATIVE (TOCOR)

The TOCOR is responsible for monitoring the performance and progress as well as overall technical management of this order and should be contacted regarding questions or problems of a technical nature. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the order between the Contractor any person other than the Ordering Officer be effective or binding upon the Government, unless formalized by the proper contractual documents executed by the Ordering Officer prior to completion of this contract. When, in the opinion of the Contractor, the TOCOR requests effort outside the scope of the order, the Contractor will promptly notify the Ordering Officer in writing. No action will be taken by the Contractor under such technical instruction unless the Ordering Officer has issued an order change. On all problems that pertain to order terms, the Contractor will contact the Ordering Officer.

The Task Order Contracting Officer's Representative (TOCOR) is:

Debra D. Hall, Code 3.2.3, Bldg 4470

PSC Box 8021

NADEP Cherry Point, NC 28533-0021

(252) 464-5606

HallDD@navair.navy.mil

The contract COR is:

Julie Hartshorn, Code 3.0C
NAWCAD
22477 Peary Road, Bldg. 516
Patuxent River, MD 20670
(301) 757-1043

IX. This order is non-severable and is non-A&AS. The award fee evaluation criteria for this task order is the same as provided in Attachment (2) to the basic contract.

X. TRAVEL

No travel is contemplated under this task order.

SECTION G Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930 NA2D 252 7777 0 065923 2F 8F0019
AMOUNT: \$124,739.37
PID/PR 0010087473

49CTPJP48450

APPLICABLE
SUBCLINS 000101
000201

SECTION H Special Contract Requirements

Part 1

Statement of Work (SOW)

Contract N68936-01-D-0007

TeamQualtec's Response to PRB-0758: Task Order 0211

SCOPE PROFILE:

NADEP Cherry Point has been tasked to convert Test Program Set technical data for SH60 SRAs, from RADCOM to CASS ATE. This includes the conversion of technical documentation. In support of this effort, the contractor will be tasked, through this task order, to provide the following services:

1. Convert TPS program files for the SH60 SRAs from a RADCOM compatible format to a CASS Compatible Format. Specifically, the contractor will be tasked to develop, convert and integrate technical data and software for CASS peripheral equipment to support the converted test program. The contractor will be required to demonstrate that the converted TPS technical data and software, executed on CASS ATE, will retain the full performance capabilities of the TPS as previously executed on RADCOM ATE. All efforts, associated with this task order, must be conducted utilizing Government equipment located at NADEP Cherry Point.

TASK PROFILE:

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 STATEMENT OF WORK

Please place an "X" in unshaded boxes in the left column, next to the tasks you want to outsource. Do NOT change any contractual wording. If you feel you need to add detail for your specific program, indicate by adding an alpha paragraph(s) in the same cell underneath the existing contractual text. This will ensure that we maintain the WBS of the original contract. The contractor's proposal will provide detailed tasking, based on information you've provided above.

	STATEMENT OR WORK TABLE OF CONTENTS:
	<ul style="list-style-type: none"> • <i>Technical Data Management And Technical Data Packages (Par 3.3F)</i> • <i>Technical Data Conversion (Par 3.3C)</i> • <i>Security Requirements (Par 3.3/3.0JE)</i> • <i>Other Requirements (Par 3.3/3.0JF)</i>
	3. CODE 3.3 OPERATIONAL, MANAGERIAL, ANALYSES, & TECHNICAL SUPPORT REQUIREMENTS.
	3.6 General Task 3.3F TECHNICAL DATA MANAGEMENT AND TECHNICAL DATA PACKAGES 3.6.1 General Task 3.3F-1 Technical Data Management. The Contractor may provide technical data management support in accordance with requirements set forth in task orders. These tasks encompass all aspects of the data management discipline. Contractor courier services shall be limited to local distribution of technical data only. The Contractor shall work within the processes established by the Government and its Prime Weapon Systems contractor to manage the configuration of data. The workflow will encompass four progressive status categories of digital data files. <ul style="list-style-type: none"> • Working data, where the data is under the originator's (prime weapon systems contractor) control only • Released data, where the working data has been approved by the Government in accordance with the prime weapon system contractor's established approval process, has been released for its intended use, and is now subject to prime weapon system contractor configuration control procedures • Submitted data, where prime weapon system contractor released data has been formally submitted to the Government for approval • Approved data, where prime weapon system contractor submitted data has been approved for its intended use by the Government
	3.6.2 General Task 3.3F-2 Technical Data Package And Other Data Support. The following tasks may be required in accordance with individual task orders:
X	1. As specified by task order, the Contractor shall be required to prepare a data package to meet the requirements of task order. The Contractor shall review Government furnished technical data and verify completeness, identify missing or incomplete data, and bring drawing standards into compliance with the requirements of the task order. The Contractor shall recommend specifications, performance thresholds, suitable military specifications of components in the Navy supply system, methods of testing, cleaning, inspection, and packaging to meet the specifications of the task order and provide the Government with the rationale for making such recommendations. If deemed necessary by the Government, the associated equipment will be supplied to the Contractor, as GFE, to enable him to complete the task to the requirements specified in the task order. Before acceptance by the Government, the technical data package shall meet the criteria specified by task order.
X	3. As specified by task order, the Contractor shall utilize GFI to prepare various types of technical documentation to support systems and programs. This documentation shall include, but will not be limited to weapon systems user guides, application notes, installation drawings and checkout procedures, technical directives, and technical bulletins. The Contractor shall ensure that the resulting documentation is accurate and complies with the technical source information. The original source data may not be in the format required for the final product specified by the task order.
X	7. Engineering Drawings and Associated Lists. As specified by task order, the Contractor shall prepare or modify engineering drawings and associated lists to meet the requirements of the task order. The Government will provide, as GFI, change descriptions, drawing originals, models, or rough-draft sketches. Task orders will specify the required format of the drawings. Prior to delivering completed drawing packages, the Contractor shall inspect each new or modified drawing to ensure compliance with task order.
X	8. Specifications and Standards. As specified by task order, the Contractor shall prepare, modify, or review specifications or standards. As specified by task order, the Contractor shall review top level specifications prepared

	<p>for weapon system procurements. The Contractor shall analyze the Government's operational requirements for a weapon system and compare the requirements to requirements specified in the task order. Any differences (omissions or inclusions) shall be submitted as a report to the Government. Assumptions and rationale supporting the findings shall be included. The Government will provide, as GFI, change descriptions, drawing originals, models, or rough draft. Delivery orders will specify the required format of the specifications or standards. Prior to delivering completed specifications or standards, the Contractor shall inspect each new or modified specification or standard to ensure compliance with delivery order.</p>
X	<p>11. Provide support to Government configuration audit teams, by verifying and documenting that Configuration Items (CI) and their configuration identification are accurate, complete (according to specified requirements), adequate to establish the product baseline, and compatible with the next higher level design documentation. Discrepancies and recommended corrective actions shall be documented according to procedures established by the audit team and submitted to the Government with the Contractor's justification for recommendations and evaluations. The contractor shall support the configuration verification and audit process which includes but not limited to the following areas:</p> <ul style="list-style-type: none"> • Configuration verification of the initial configuration of a CI, and the incorporation of approved engineering changes, to assure that the CI meets its required performance and documented configuration requirements • Configuration audit of configuration verification records and physical product to validate that a development program has achieved its performance requirements and configuration documentation or the system/CI being audited is consistent with the product meeting the requirements. • The contractor shall conduct configuration audits and/or inspections to ensure conformance to and/or validation of specifications, drawings and associated lists, product data management information and reference documents which define and/or document the characteristics of the item.
X	<p>12. Review and evaluate change proposals for impact to drawing packages, specifications, associated technical documentation, product data management information and related program concerns.</p>
	<p>3.3 General Task 3.3C TECHNICAL DATA CONVERSION. The contractor shall accomplish conversion of data of various types (e.g., technical manuals, engineering drawings, program data, etc.) to other formats as defined in individual task orders and described in Attachment D of this Statement of Work (SOW). Detailed conversion specifications are provided in Attachment B, B-1, and B-2 of this SOW.</p>
X	<p>1. A task order may require that a specific application software package be used to generate the data (e.g. AutoCAD, ComputerVision CADDs 4X or Theda, Interleaf, or Arbortext). It may require compliance with the Continuous Acquisition and Logistics Support (CALs) initiative, with the data to be delivered in one or more of the following formats:</p>

	<p>A. Standard Generalized Mark-up Language (SGML)/Extensible Markup Language (XML). Applicable specifications and Document Type Definitions (DTDs) (including appropriate versions) shall be specified in individual task orders. Selected DTDs may include, but are not limited to, those applicable to:</p> <ul style="list-style-type: none"> • MIL-STD-3001, Preparation of Digital Technical Information for Multi-Output Presentation of Technical Manuals • MIL-M-81927, Manuals, Technical: General Style And Format Of (Work Package Concept) • MIL-M-38784 Manuals, Technical: General Style And Format Requirements • MIL-STD-38784 Standard Practice for Manuals, Technical: General Style And Format Requirements • NAVSEA C2 DTD • MIL-PRF-87269 Data Base, Revisable - Interactive Electronic Technical Manuals, for the Support of
X	E. Portable Document Format (PDF)
X	2. Delivery media (e.g., tape or CD-ROM) will be specified in task orders.
X	3. The Contractor shall prepare the data/media (either active or historical) for data conversion (e.g., hard copy to microfiche, drawings to microfiche, paper to digital, etc.) and process for conversion.
X	5. Conversion efforts shall include 100% quality assurance of converted products for their intended purpose. Specific levels of quality assurance will be specified in each delivery order.
	4.6 General Task 3.3/3.0 OF OTHER REQUIREMENTS.
X	3. The contractor shall furnish progress reports and statistical data in mutually agreeable format as required by task orders.

SECTION D - PACKAGING AND MARKING

Packaging: Per the basic contract.

Marking: Per the basic contract

SECTION E - INSPECTION AND ACCEPTANCE

1. Inspection and acceptance of deliverable items will be performed by NADEP Cherry Point Code 3.2.3

SECTION F - DELIVERY OR PERFORMANCE

Delivery of items to be furnished shall be as outlined below. In the event that the contractor cannot meet the delivery schedule, NADEP Cherry Point Code 3.2.3 shall be notified immediately of the delay, the reason therefore, corrective actions, and the proposed new delivery schedule, if applicable.

Destination of all deliverables is NADEP Cherry Point, Code 3.2.3. The proper Mailing Address is:

Commanding Officer
 Naval Aviation Depot
 Attn: Code - 3.2.3/Debra D. Hall, Bldg. 4470
 PSC Box 8021

NADEP CHERRY POINT, NC 28533-0021

A007	Test Program Source Code
A008	Engineering Drawings and associated lists

Completion Date of all items: Deliver specified items, per attached CDRLs A007 and A008.

SECTION G - CONTRACT ADMINISTRATION DATA

A. GENERAL:

This task is UNCLASSIFIED.

B. COGNIZANT FIELD ACTIVITY:

NADEP Cherry Point Code 3.2.5 has been assigned engineering cognizance of the technical manuals covered under this effort (NAVAIRINST 5400.136 dated 4 December 1989 and NAVAIR AD 901, Management and Responsibility Cognizance List applies).

C. ACCOUNTING DATA:

SECTION H - SPECIAL CONTRACT REQUIREMENTS

Contractor personnel will be provided access to personnel, data, facilities and equipment necessary to perform per the requirements of this task order. All personnel, data, facilities and equipment associated with this task order are located at NADEP Cherry Point, NC.

Part 3

Contract Data Requirements Lists (CDRLs)

Part (3) Deliverables

The Monthly Progress Report has not been included as a CDRL item since the basic contract includes a CDRL (A002) for monthly progress reports.

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)					Form Approved OMB No. 0704-0188			
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 this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government issuing contracting officer for the contract/PR No. listed in Block E.								
A. CONTRACT LINE ITEM NO. 0001		B. EXHIBIT A		C. CATEGORY: TDP: _____ TM: X _____ OTHER: _____				
D. SYSTEM/ITEM Technical Data, Repositories and DCCs			E. CONTRACT/PR NO. <u>N68936-01-D-9007</u>		F. CONTRACTOR <u>TEAMQUALTEC</u>			
1. DATA ITEM NO. <u>A007</u>	2. TITLE OF DATA ITEM Computer Software End Item			3. SUBTITLE Test Program Source Code				
4. AUTHORITY (Data Acquisition Document No.) <u>DI-MCCR-80700 (See 16)</u>			5. CONTRACT REFERENCE SOW Task 3.3C, Task 1E, 2, 5.		6. REQUESTING OFFICE <u>TPOC: Code 3.2.3</u>			
7. DD 250 REQ LT	9. DIST STATEMNT REQUIRED <u>C</u>	10. FREQUENCY Once	12. DATE OF FIRST SUBMISSION NA		14. DISTRIBUTION			
8. APP CODE N/A		11. AS OF DATE End of Order	13. DATE OF SUBSEQUENT SUBMISSION NA					
16. REMARKS Blk 4: (1) Para. 10.1 - Content: For the SH-60 SRAs, provide CASS Compatible Source Code <u>Converted from the Legacy Source Code.</u> (2) Para 10.2 - Media: Electronic Format (3) Para. 10.3 - Format - Contractor Format per CASS User's Guide. Blk 10.11: Provide one electronic copy at end of delivery order. Preliminary copies may be required for Review purposes.					a.	b. COPIES		
						RA	FINAL	
						Reg	Repr.	
						TPOC	1	1
						COR	LTR	ONLY
					15. TOTAL			
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE		

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)					Form Approved OMB No. 0704-0188		
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 this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government issuing contracting officer for the contract/PR No. listed in Block E.							
A. CONTRACT LINE ITEM NO. 0001		B. EXHIBIT A		C. CATEGORY: TDP: X TM: OTHER:			
D. SYSTEM/ITEM Technical Data, Repositories and DCCs			E. CONTRACT/PR NO. N69936-01-D-0007		F. CONTRACTOR TEAMQUALTEC		
1. DATA ITEM NO. A008		2. TITLE OF DATA ITEM Engineering Drawings and Associated Lists			3. SUBTITLE OTPS Technical Data Package		
4. AUTHORITY (Data Acquisition Document No.) DI-DRPR-1000 A/T (See 16)				5. CONTRACT REFERENCE SOW Task 3.3F-1		6. REQUESTING OFFICE TPOC: Code 3.2.3	
7. DD 250 REQ LT	9. DIST STATEMNT REQUIRED D	10. FREQUENCY Once	12. DATE OF FIRST SUBMISSION NA	14. DISTRIBUTION			
8. APP CODE N/A		11. AS OF DATE End of Order	13. DATE OF SUBSEQUENT SUBMISSION NA	a. ADDRESSEE		b. COPIES RA T FINAL Reg. Repr.	
16. REMARKS Blk 4: (1) Para. 7.1 - Delete reference to 3.6.3 of MIL-STD-31000A and insert the following: "The Technical Data package (TDP) shall be prepared to provide the design, engineering, manufacturing and quality Assurance requirements information necessary for the procurement or manufacture of an item identical to the original item. The product shall be defined to the extent necessary for a competent manufacturer to produce an item which Duplicates the physical, interface and functional characteristics of the original product, without additional design Effort or recourse to the original design activity. Drawings shall reflect the level of design maturity the item has attained From development to full scale production." (2) Para 7.4 and 7.5 - Delete (3) Para 10.2 - Delete 'MIL-STD-31000A' and insert 'paragraph 7.1 of the Data Item Description'. (4) Para 10.4 - Replace 'MIL-STD-100' with "Statement of Work for SH-60 Offload to CASS, 28 October 2002, Attachment 5." Blk 10, 11: Provide one electronic copy at end of delivery order. Preliminary copies may be required for Review purposes.				TPOC	1		1
				COR		LTR	ONLY
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	

Part 4

New Key Personnel Resumes

Part (4) New Key Personnel Resumes

No new key personnel resumes are provided.