

AWARD/CONTRACT		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350)		RATING	PAGE OF PAGES 1 80		
2. CONTRACT (Proc. Inst. Ident.) NO. HC1047-07-D-0004		3. EFFECTIVE DATE 04 Jun 2007		4. REQUISITION/PURCHASE REQUEST/PROJECT NO. DSIPR76324			
5. ISSUED BY DISA/CONTRACTS-NCR NATIONAL CAPITAL REGION 5111 LEESBURG PIKE SKYLINE 5 FALLS CHURCH VA 22041-3206		CODE HC1047	6. ADMINISTERED BY (If other than Item 5) See Item 5			CODE	
7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, state and zip code) ANVICOM INC BETH MCGRODER 1934 OLD GALLOW ROAD SUITE 200 VIENNA VA 22182			8. DELIVERY [] FOB ORIGIN [X] OTHER (See below)				
			9. DISCOUNT FOR PROMPT PAYMENT				
			10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN:		ITEM Block 11		
CODE 0V282		FACILITY CODE					
11. SHIP TO/MARK FOR DISA/SPI/S1 SPV/S12 HQ/BLDG 12, ROOM 3330 701 SOUTH COURTHOUSE ROAD ARLINGTON VA 22204-2199		CODE HC1001	12. PAYMENT WILL BE MADE BY DFAS-COJAO ATTN: CAPSWORP2 P.O. BOX 369016 COLUMBUS OH 43236-9016			CODE HQ0131	
13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: [X] 10 U.S.C. 2304(c)(1) [] 41 U.S.C. 253(c)()			14. ACCOUNTING AND APPROPRIATION DATA See Schedule				
15A. ITEM NO.	15B. SUPPLIES/ SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT		
SEE SCHEDULE							
15G. TOTAL AMOUNT OF CONTRACT					\$0.00		
16. TABLE OF CONTENTS							
(X)	SEC.	DESCRIPTION	PAGE(S)	(X)	SEC.	DESCRIPTION	PAGE(S)
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES			
X	A	SOLICITATION/ CONTRACT FORM	1	X	I	CONTRACT CLAUSES	49 - 58
X	B	SUPPLIES OR SERVICES AND PRICES/ COSTS	2 - 11	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS			
X	C	DESCRIPTION/ SPECS/ WORK STATEMENT	12 - 37	X	J	LIST OF ATTACHMENTS	59 - 80
X	D	PACKAGING AND MARKING	38 - 40	PART IV - REPRESENTATIONS AND INSTRUCTIONS			
X	E	INSPECTION AND ACCEPTANCE	41		K	REPRESENTATIONS, CERTIFICATIONS AND	
X	F	DELIVERIES OR PERFORMANCE	42			OTHER STATEMENTS OF OFFERORS	
	G	CONTRACT ADMINISTRATION DATA			L	INSTRS., CONDS., AND NOTICES TO OFFERORS	
X	H	SPECIAL CONTRACT REQUIREMENTS	43 - 48		M	EVALUATION FACTORS FOR AWARD	
CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE							
17. [X] CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return) copies to issuing office. Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)				18. [] AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number HC1047-07-R-0017 including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.			
19A. NAME AND TITLE OF SIGNER (Type or print)				20A. NAME AND TITLE OF CONTRACTING OFFICER JUDITH SIMPSON / CONTRACTING OFFICER TEL: 703-681-0255 EMAIL: judy.simpson@disa.mil			
19B. NAME OF CONTRACTOR		19C. DATE SIGNED		20B. UNITED STATES OF AMERICA BY <u>Judith Simpson</u> (Signature of Contracting Officer)		20C. DATE SIGNED 01-Jun-2007	
BY _____ (Signature of person authorized to sign)							

Section B - Supplies or Services and Prices

MIN/MAX AMOUNTS IDIQ

PART I - THE SCHEDULE

SECTION B

SUPPLIES OR SERVICES AND PRICES/COSTS

B.1 MINIMUM & MAXIMUM AMOUNTS, INDEFINITE-DELIVERY/INDEFINITE QUANTITY (ID/IQ).

This is an Indefinite-Delivery/Indefinite-Quantity (ID/IQ) contract, using Time-and-Materials (T&M) type task orders in accordance with Federal Acquisition Regulation (FAR) Subpart 16.5 - Indefinite-Delivery Contracts. The total amount of all orders placed is estimated to be **\$29,000,000** for the life of the contract. The guaranteed minimum is **\$50,000.00** during the base period only. There is no guaranteed minimum for the option periods, if exercised.

B.2 PRICING OF RATES FOR TASK ORDERS.a. Definitions of Rates.

(1) Government Site Rates. When performing at Government sites, the contractor shall furnish personnel. The Government will provide only office space, furniture, and office equipment and supplies, as described in Section H.8, Government-Furnished Equipment (GFE)/Government-Furnished Information (GFI).

(2) Contractor Site Rates. When performing at a contractor site, the contractor shall furnish office space and all normal supplies and services required to support the work. This includes, but is not limited to, telephones, faxes, copiers, personal computers, postage (to include Federal Express), ordinary business software (e.g., word processors, spreadsheets, graphics, etc.), normal copying and reproduction costs.

b. The proposed labor rates and ODCs rates submitted by the contractor required for performance under this contract are as follows:

(1) Labor. Labor shall not be reimbursed as an ODC. The labor rates shall be burdened with overhead, indirect, general and administrative costs and profit associated with providing the required skill. The fully-burdened labor rates shall include all labor and labor-related costs, such as, but not limited to, the following list of representative labor-related costs: salaries, wages, bonuses to include stock bonuses, incentive awards, employee stock options, stock appreciation rights, employee stock ownership plans, employee insurance, fringe benefits, contributions to pension, other post-retirement benefits, annuity, employee incentive compensation plans, incentive pay, location allowances, hardship pay, hazardous location pay, severance pay, cost of living adjustment, vacation time, sick pay, holidays, housing allowance, and all other allowances based upon a comprehensive employee compensation plan. Contractor site rates shall also include contractor-provided facilities, furniture, equipment, supplies, tool kits, employee training and overhead amounts required for work at contractor site rates. This includes, but is not limited to, telephones, facsimile machines and their telecommunications lines, copiers, personal computers, postage (to include courier services such as Federal Express), ordinary business software, such as word processors, spreadsheets, graphics, normal copying and reproduction costs. The use of uncompensated overtime is not allowed. Offerors hourly rates are based on a 40-hour work-week (2,080 hours per year). T&M type TOs will include time at the proposed fully burdened labor rates for each skill category.

(2) ODCs. ODCs consist of materials and task order-related travel costs, i.e., relocation and temporary duty (TDY) to include travel, lodging and meals. The cost of general purpose items required for the conduct of the contractor's normal business operations will not be considered an allowable ODC in the performance of this contract. Profit is allowed on ODCs in a T&M type task order.

a. The labor rates are fixed for the base period and all option year periods, including the transition option; however, the contractor may submit a proposal reducing the direct or indirect rates at any time during the life of this contract. The Government will review these proposals and determine if the revised rates are realistic and in the best interest of the Government.

CEILING PRICE

\$0.00

ACRN AA
CIN: DSIPR763240001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	DISANet O&M - Materials T&M T&M - Materials include the acquisition of Hardware and Software as specified in the Statement of Work and individual Task Orders. FOB: Destination PURCHASE REQUEST NUMBER: DSIPR76324	1	Lot		
TOT ESTIMATED PRICE					\$0.00
CEILING PRICE					\$0.00
ACRN AA CIN: DSIPR763240002					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	DISANet O&M Travel T&M Travel as specified in the Statement of Work and individual Task Orders. FOB: Destination PURCHASE REQUEST NUMBER: DSIPR76324	1	Lot		
TOT ESTIMATED PRICE					\$0.00
CEILING PRICE					\$0.00
ACRN AA CIN: DSIPR763240003					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004	DISANet O&M - Other Direct Costs	1	Lot		
	T&M				
	Other Direct Costs as specified in the Statement of Work and individual Task Orders.				
	FOB: Destination				
	PURCHASE REQUEST NUMBER: DSIPR76324				

TOT ESTIMATED PRICE

\$0.00

CEILING PRICE

\$0.00

ACRN AA
CIN: DSIPR763240004

CEILING PRICE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006 OPTION	DISANet O&M - Materials T&M Option Period 1 T&M - Materials include the acquisition of Hardware and Software as specified in the Statement of Work and individual Task Orders. FOB: Destination PURCHASE REQUEST NUMBER: DSIPR76324	1	Lot		

TOT ESTIMATED PRICE \$0.00
CEILING PRICE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0007 OPTION	DISANet O&M Travel T&M Option Period 1 Travel as specified in the Statement of Work and individual Task Orders. FOB: Destination PURCHASE REQUEST NUMBER: DSIPR76324	1	Lot		

TOT ESTIMATED PRICE \$0.00
CEILING PRICE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0008 OPTION	DISANet O&M - Other Direct Costs T&M Option Period 1 Other Direct Costs as specified in the Statement of Work and individual Task Orders. FOB: Destination PURCHASE REQUEST NUMBER: DSIPR76324	1	Lot	TOT ESTIMATED PRICE CEILING PRICE	\$0.00

CEILING PRICE

Section C - Descriptions and Specifications

STATEMENT OF WORK

STATEMENT OF WORK

DEFENSE INFORMATION SYSTEMS AGENCY (DISA)
INFORMATION SYSTEM INFRASTRUCTURE (DISANet)
OPERATIONS, ADMINISTRATION AND EXPANSION

3 May 2007

1.0 GENERAL DESCRIPTION: The purpose of this contract is to provide support for that portion of the DISA Information System (DISA-IS) Infrastructure over which the DISA Information Systems Center (DISC) has operational responsibility, hereafter referred to as DISANet. The DISA-IS consists of all computer systems, both networked and stand-alone, which support the information needs of DISA. In addition, the Contractor may be required to provide similar support to other Information Systems (IS) and/or networks (OSD, Joint Staff, etc.) that are assigned to the DISA Information Systems Center for support and maintenance. Specific tasks derived from the general SOW will be implemented via issuance of a TO.

1.1 Support: The Contractor shall provide necessary personnel, supervision, and management to perform integration, implementation, network monitoring and control, call center, administration, operation configuration management and security management for the DISANet and other information systems as tasked by specific task orders. Services the Contractor will perform may include analysis, integration, implementation, operation and administration of information system components; software support of network devices, servers and client workstations; asset management; requirements management and solution; performance evaluation; product assessment and recommendations; documentation; Help Desk call center, help desk support; installation support and testing; training; configuration management; resource management; and implementation and maintenance of applicable security programs and procedures.

1.2 Acquisition: The Contractor may be required to perform acquisition of hardware, software and services within the limitations set forth elsewhere in this document. Acquisition may include, but not be limited to: network and communications hardware and components (such as file servers, switches, security devices, routers, gateways, modems, network interface cards, racks, cabling); computer hardware including components; workstations; peripheral equipment; and commercial off-the-shelf (COTS) software. The Contractor may be required to acquire services, which may include training, migration or consulting services. The government may specify items for purchase or may task the contractor to perform an evaluation of options and provide a recommendation. The Contractor's technical evaluation and recommendation will provide specific details as to the exact make/model/product that should be purchased in order to satisfy a particular requirement. The Contractor's technical evaluation may be used as the government justification for purchasing a particular make/model/product.

2.0 Background: The DISANet represents the baseline data and telecommunications infrastructure installed and operational at the Headquarters, DISA, and its national capital region (NCR) and field offices. The purpose of this information system is to support the Director and his supporting directorates in their efforts to provide timely and effective information and communications services to the war fighter. The services provided by DISANet include electronic mail, office productivity applications, and Internet and intranet access, Voice over IP, information services, collaborative services, and formal message service. DISANet also provides network access to mission oriented databases and applications maintained on non-DISANet networks. Support will become effective ONLY upon issuance of a written task/delivery order. The task/delivery order will describe in detail the current configuration of the information system to be supported and the specific services to be provided by the Contractor. Several other networks are expected to be merged into the DISANet. When these networks become the responsibility of the DISA Information Systems Center, the Contractor may be required to provide support for these networks, as tasked by written task/delivery orders.

2.1 The DISANet Network Environment: The corporate DISANet consists of an unclassified enterprise network, and a smaller, secret-high network. The Wide Area Network (WAN), Local Area Network (LAN), system and application/services configurations of the classified network conform to that of the unclassified enterprise DISANet, with the exception that not all services have been fully implemented, nor are all services available network wide. Classified LANs have been established at select CONUS (contiguous US, excludes Alaska and Hawaii) and OCONUS (outside the contiguous US, includes Alaska and Hawaii) sites. Devices and architectures on the DISANet are maintained in accordance with the Field Security Office (FSO) Security Technical Implementation Guidelines (STIGs).

2.1.1 The physical network environment of the DISANet is based on Category 5 and Category 6 UTP cable and SC, ST and MT-RJ multi-mode fiber cable plants. These cable plants support IEEE 802.3 10Mb/100Mb/1Gb Ethernet and the Department of Defense (DoD) Transmission Control Protocol (TCP)/Internet Protocol version 4 (IPv4) protocol stack, with 100Mb switched Ethernet services to user workstations. Gigabit Ethernet backbones have been implemented at the majority of large (100+ users) DISANet sites. Implementation of a 10 GB Ethernet backbone has begun as part of lifecycle maintenance of the network. Upgrades of services to user workstations from switched 100Mb Ethernet to switched Gigabit Ethernet are occurring at the same time.

2.1.2 The logical network environment is implemented using primarily Cisco switches and routers and Secure Computing security devices. Network services, monitoring and management tools are hosted on various server platforms running Microsoft Windows Server and Sun Solaris as well as other systems and appliances.

2.1.2.1 The DISANet consists of over 35 locations worldwide. Within the National Capitol Region (NCR) the use of Metropolitan Area Network (MAN) services provide connectivity between the smaller NCR locations and the two primary DISANet locations and datacenters. The two primary DISANet locations as well as all DISANet field offices are connected via Wide Area Network (WAN) services being provided by the DISN (Global Information Grid (GIG)),

NIPRNet and SIPRNet). These DISANet MAN and WAN connections are established on our DISANet Perimeter (Cisco) Routers.

2.1.2.2 To protect the LAN that is established at each of these locations, router Access Control are placed on the perimeter routers. Also, a standard DISANet is placed on the inside of the DISN connected perimeter routers.

data traversing the MAN and WAN connections, as well as to tunnel unsupported ports and protocols required by the enterprise network and services

are established between all DISANet sites and the primary DISANet sites. Other community of interest are established as needed, however, the DISANet is planning on establishing a complete between all DISN connected DISANet sites. The are established between the sites DISANet perimeter routers on the NCR MAN, and between the sites DISANet for those sites connected to the DISN.

2.1.2.3 These devices monitor the traffic flowing in an out of the enclave. They help determine and tune the effectiveness of the router ACLs and firewall rule set. These devices also help detect any insider threats to the network. The contractor may be required to support developing, implementing and maintaining additional security measures, such as a newer generation intrusion prevention system and Network Access Control (NAC) system, may be implemented on the DISANet network enclaves.

2.1.2.4 The Local Area Network (LAN) at each DISANet site consists and the necessary access switches. A majority of the switches are Cisco 10/100Mb/1 GB Ethernet equipment. A small set of legacy Cabletron / Enterasys / Fore Ethernet and ATM equipment is being eliminated from the network through life cycle replacement. At larger DISANet locations, switches are installed. These switches are used to each access switch as well as any servers providing services at the site. At the smaller sites, a dominant backbone switch will provide the same services. The access switches provide 10/100Mb/1Gb Ethernet connectivity to the desktops, workstations and printers throughout the site.

2.1.2.5 The DISANet is an IPv4 network. Each site is divided into manageable sub-networks with technology. There is a consistent effort to place infrastructure and services on separate DISANet workstations are spread across appropriately sized for the site and are managed with. Any non-DISANet systems connected to the network are generally provided their own for environment separation purposes.

2.1.2.6 DISANet will follow the lead of DoD in the implementation of IPv6, enterprise directory services and other initiatives. The DISANet may expand on both the unclassified and classified networks both in users supported and in locations served.

network or system management tools in use include

2.1.3.5 A test and development security domain will be established across the production DISANet to provide support for operational testing and development missions. This security domain will ride on the DISANet backbone, but will consist of a separate Active Directory forest and will be

Users on this network will retain accounts on the DISANet, and will access certain standard IT services, such as e-mail, from the DISANet. For the purposes of this SOW, the characteristics of this network will be similar to the DISANet and the associated technical support requirements will be the same as described in Section 3.0.

2.1.4 DISANet workstations consist largely of Dell desktops and laptops with docking stations. Workstation configurations range from Microsoft Windows 2000 Professional with Office 2000 Professional to Microsoft Windows XP and Office Professional 2003. DISANet is migrating to a locked-down desktop to enhance security and configuration control. Removing administrative rights from users requires that non-default applications be packaged for unprivileged user installation. Common office productivity applications are loaded locally on the workstation. Some more restricted applications, such as computer aided drawing, may be loaded from the network. The DISANet standard image includes, but is not limited to:

- Microsoft Office Professional;
- Microsoft Outlook;
- Microsoft Internet Explorer and Netscape Internet Browser;
- Microsoft Project;
- FormFinder, featuring Adobe Form Client;
- Acrobat Reader;
- Terminal emulator, TCP/IP applications and utilities from Hummingbird;
- WinZip file archiving and compression utility;
- CD/DVD burning utilities.

2.1.5 With connectivity being key, DISANet is moving forward to support an increasingly mobile workforce. Docking stations and laptops with VPN capabilities will comprise a majority of DISANet unclassified workstations within the next two years. DISANet also supports remote e-mail access over Common Access Card (CAC)/Public Key Infrastructure (PKI) enabled government owned personal electronic devices and commercial cellular broadband wireless services for DISANet laptops.

2.1.5.1 Users can access DISANet services from remote clients through dial-up connections and remote TCP/IP connections from non-DISANet networks. This includes both remote access to full network services and remote access services (RAS) providing limited DISANet connectivity, to include e-mail, web, and data access. Due to security requirements, remote access directly to

networked workstations is prohibited. These access services are hosted on Cisco VPN Concentrators, Cisco access servers or Windows Terminal/Citrix Metaframe servers. Users access these services via ^{B2} networking, or over TCP/IP connections using ^{B2} protocols and client software and hardware. Currently, all users are provided remote access services through redundant RAS, VPN and terminal service infrastructure located at the ^{B2} facilities. Similar capabilities are deployed at major Field Office facilities. .

2.1.5.2 A Blackberry Enterprise Server (BES) infrastructure has been deployed on the DISANet to provide remote access to e-mail and Outlook PIM data for users with Blackberry handheld devices. Blackberry servers located at HQS support all DISANet users.

2.1.5.3 The functionality and load capabilities of the remote access infrastructure will be expanded and enhanced within the next three years to support some or all of the following requirements: Smart Card Logon (employing CAC/PKI), telecommuting expansion, geographical expansion of remote access, remote access from multiple client platforms, and Mobile IPv6. Enhancements could include deploying SSL-based VPNs and Outlook Mobile Access.

2.1.6. DISC administers, operates and maintains telephone systems in several facilities in the NCR. Traditional PBX, ISDN and Voice over IP telephone services are supported. DISANet also manages commercial wireless voice and data communications services for over 950 users. Secure telephone equipment in use includes STU-III and STE and secured mobile phones.

2.1.7 Network monitoring and help desk services round out the DISANet environment. The DISANet Control Center (DCC) monitors the enterprise network 24 hours per day, 7 days per week (24x7). Systems and tools have been put into place providing monitoring at different levels of the network architecture, to include network and system performance. An automated call management system and an automated trouble management system support a Help Desk function.

2.1.7.1 The DCC is operational at the Headquarters facility providing 24x7 monitoring of the DISANet, DISA telecommunications services, and DISANet DISN connectivity. The DCC monitors the performance of the entire DISANet both for day-to-day troubleshooting as well as long term design changes that may be required to maintain an adequate level of network performance. The DCC is a fully manned, 24 x 7, state-of-the-art facility that combines technical control of telecommunications and network control disciplines as a prototype model for the DISA next generation network control facility. The DCC supports the DISN node site coordinator and works closely with the DISN CONUS Control Center at Scott AFB, IL in managing DISA-controlled telecommunications and information transfer services. The DCC provides alert and notification services for DISANet and other information systems 24x7. It also functions as the help desk tier 1 call center during normal federal working hours and days and as an emergency help desk outside normal federal working hours and days.

2.1.7.2 A network-wide Help Desk capability is centered at the Headquarters facility. The tier 1 duty hour call center resides within the DCC. Network problems and user-related problems are called in using an automated call manager system and are logged into the Remedy Trouble Management System. E-mail support is also provided. The call center may attempt tier 1 problem resolution if the call load permits; otherwise calls are transferred to primary tier 1 support for common issues that are readily resolved via established procedures. Field site administrators are provided a ~~B2~~ user queue and immediately reach tier 2 or tier 3 support. Tier 2 support takes on issues that are more difficult to isolate or require more expertise to resolve. Tier 3 support involves network integration and implementation resources to isolate and resolve problems and may involve opening trouble tickets with vendors.

2.1.8 Every network exists to serve its users. Currently, there are approximately 8500 unclassified users on the DISANet. The classified DISANet has approximately 3500 users at 12 locations world-wide. No major increase in the number of users is expected during the period of performance.

2.1.8.1 About 5000 of these users are located at the following NCR sites:

- Arlington, VA:

- B2)
- B2
- B2
- B2

- Falls Church, VA:

- B2)
-

- B2

- B2

- B2

- B2

2.1.8.2 Larger non-NCR segments of the DISANet exist at:

- B2

- B2

- B2

- B2

- B2

- B2
- B2
- B2
- B2
- B2

2.1.8.3 Smaller DISANet segments also exist at several other sites, including:

- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- B2
- J B2

2.2 Personnel Requirements:

2.2.1 The Contractor must provide managerial and technical personnel who are fully qualified to perform all the requirements identified in this SOW. All personnel assigned by the Contractor must be technically qualified, have broad experience levels, and possess comprehensive managerial or technical backgrounds in the various disciplines described. Many of the task areas and personnel requirements addressed may necessitate an in-depth knowledge and extensive experience in both current technologies and trends in the life cycle management of information systems. Contractor personnel must have DEMONSTRATED experience in the task areas identified in this SOW (see Section 3 and paragraph 5.1) and in an environment which is consistent with the hardware and software environments to be supported (see paragraph 2.1).

2.2.2 The Contractor shall identify one Program Manager, who shall be the Contractor's authorized contact point with the Contracting Officer, the Contracting Officer's Representative (COR), and with other management representatives at DISA. The Program Manager will serve as the supervisor for Contractor personnel assigned to this contract. The Program Manager and any Task/Project Managers that are defined shall be available as necessary to respond promptly and fully to the government's requirements and shall not serve in any other capacity without prior concurrence or direction of the government. These managers must be full-time employees of the Contractor (and/or team members).

2.2.3 Contractor personnel performing critical network functions may be identified as mission essential and will be required to deploy to alternate DISA sites to provide continued critical DISANet support during emergencies, such as a natural disaster or a human caused crisis. The work required at the alternate sites will not exceed the scope of the pertinent task/delivery order. The Contractor must provide reasonable assurance of the continuation of essential services provided by contractor personnel. Contractors providing services designated as essential to the continued operation of the DISANet are expected to use all means at their disposal to continue to provide such services during periods of crisis, until appropriately released or evacuated by appropriate government authority. Any unique training required for alternate site deployment will be provided by the government. Allowable travel and lodging expenses related to alternate site deployment will be reimbursed by the government.

2.3 Representative Products: Specific product requirements will be detailed in each task/delivery order.

2.4 Contractor Documentation and Reports:

2.4.1 Documentation. Tasks performed within the scope of this contractual effort shall require contract end items. The levels of data required for each task will be specified in the task/delivery order by referencing the Contract Data Requirements List (CDRL)/Data Item Description (DID) formats (see enclosure 2 to this SOW). New task/delivery orders may reference a CDRL/DID that are not specified in this SOW. Such task/delivery orders will contain all required CDRL/DID documentation. ADP documentation shall be in accordance with Institute of Electrical and Electronics Engineers/Electronic Industries Association (IEEE/EIA) 12207.0, Industry Implementation of International Organization for Standardization/International Electrotechnical Commission (ISO/IEC) 12207, Standard for Information Technology--Software Life Cycle Processes, or as otherwise designated in a specific task/delivery order. The Contractor shall provide reports or documentation via a DISANet standard application file format. The Contractor shall be required to maintain and upgrade documentation, notices, and technical or user manuals on line.

2.4.2 Monthly Progress Reports. The Contractor shall prepare and submit to the COR a monthly progress report as specified in CDRL 002, by the fifteenth calendar day following the end of each monthly reporting period for each open task/delivery order. If the fifteenth falls on a weekend or contractually recognized federal holiday, then the report will be due on the next business day. The report shall contain a management summary that includes any major problems and any

significant progress or events. The report will also include a narrative description of work performed during the reporting period and expected to be performed in the next reporting period, including discussion of any problems and recommendations for correction, a summary of completed tasks, and a resource expenditure summary. The report shall also include problems that require DISA Information Systems Center intervention.

2.4.3 Government Review. The government will review all Contractor generated deliverables within thirty (30) working days of receipt from the Contractor or as otherwise specified within a specific task/delivery order. Comments generated by government review shall be resolved within fifteen (15) working days of receipt, unless extended with concurrence of the government Task Monitor or COR or as otherwise specified within a specific task/delivery order.

2.4.4 Trip and Accomplishment Reports. As specified in paragraph 2.10 of this SOW, trip reports will be prepared and submitted to the government Task Monitor, unless relieved by the government Task Monitor or COR, and a summary of travel performed will be incorporated into the appropriate monthly progress report.

2.5 Government Furnished Information (GFI): The DISA Information Systems Center shall provide information and documentation concerning existing models, systems, computer programs, and procedures required in the accomplishment of the tasks set forth in each task/delivery order. GFI may also include drawings showing the current configuration of the DISANet, and other existing documentation and technical and user manuals, which will be provided to the Contractor to update as required. See H.12.

2.5.1 Government furnished inputs called for by the contract or task/delivery order which are not provided to the Contractor by the date specified require immediate notification to the COR by the Contractor indicating impact and requesting direction for further action.

2.5.2 The government is not responsible to provide commercially available documents, such as computer vendor publications, for training Contractor personnel assigned to the contract in system software techniques, methodology, or usage, when such software is provided by the computer manufacturers.

2.6 Office Space: The government will provide office or work space for personnel of the Contractor who are required to be on-site at DISA. The requirement for office space will be specified in the task/delivery order for the particular effort. The government will provide office space for approximately 70 Contractor personnel supporting the integration, implementation, operation and administration of the DISANet and Contractor personnel providing daytime support in the DISANet Control Center. Office space will not be provided for the Contractor Program Manager or for individuals providing after hours support in the DISANet Control Center. Office space will be provided for Contractor Task Project Managers.

2.7 Contractor Training: Contractor personnel are expected to be fully trained and experienced in the disciplines for which they will be providing support. The Contractor shall provide training as needed to keep their personnel current in those disciplines. Contractor personnel hours during training shall not be billable, unless otherwise indicated in the pertinent task/delivery order.

Contractor personnel are required to take all training necessary to achieve and maintain required DoD and DISA Information Assurance certification and accreditation.

2.7.1 The government may provide training, or reimburse the Contractor for training, in very limited instances where new or emerging technologies are placed on the DISANet, where the requirement for specific training, certification or licensure is established after contract award, or where the requirement for specific training is unique to DISA.

2.7.2 For Contractor training at in-house DISA courses, the Contractor will provide justification for course attendance, and the COR will approve/disapprove training and provide endorsement of approved training to DISA Training Office if necessary.

2.7.3 For Contractor training at outside facilities where the Contractor expects to be reimbursed by the government, the Contractor must provide the COR with a written request for approval of such training before it expends any funds to procure that training. The request for approval will include the title of the course(s), the number/name(s) of Contractor personnel attending the course(s), the inclusive dates of the training, the duration of the training in days, and the anticipated total cost of the training. Training procured without prior approval by the COR will be done at the Contractor's expense.

2.8 Publishing: No information, data or collection techniques developed in connection with this contract may be released or published by the Contractor without written approval by the COR.

2.9 Travel: See Clause H.4.

2.10 Management and Administration:

2.10.1 Contractor Location: Because of the nature of the tasks to be performed under this contract, a significant amount of day-to-day coordination is required between the Contractor and the DISA Information Systems Center. The Contractor Program Manager will be located within a 25-mile radius of the DISA Information Systems Center. If any portion of the work to be performed, such as the ordering of equipment, will be at a location outside the stated radius, the Contractor will provide an 800 number for use of the government.

2.10.2 Word Processing Capabilities:

2.10.2.1 To facilitate the rapid and accurate flow of information between the Contractor's facilities and the DISA Information Systems Center, the Contractor shall develop and maintain both a classified (up to and including SECRET) and an unclassified processing capability consistent with the DISANet applications suite. This shall include standard office automation applications and specialized applications, such as form filler, drawing or graphics applications.

2.10.2.2 As requested by the government, documents shall be delivered via appropriately classified e-mail, collaboration server or Windows-compatible CD/DVD. All files shall be exchanged in formats readable and editable by approved DISANet applications. Files may be modified or corrected by DISA, and returned to the Contractor for final printing.

3.0 EXPERIENCE/TECHNICAL SUPPORT: The Contractor may be required to provide services for the specific tasks listed below. Actual tasking support, with a definition of the specific services desired, will take place through the issuance of separately written Statement of Works (SOW) in task/delivery orders.

3.1 General Requirements: Contractor personnel may be required to lead or participate in meetings, conferences or working groups. Contractor personnel may be required to present briefings. Contractor personnel may be required to prepare reports. DISA provided formats will be used for all DISA briefings and reports.

3.2 Facility Design and Implementation Support:

3.2.1 The Contractor may be required to analyze system and facility requirements and develop design layouts, considering all pertinent factors including, but not limited to floor space; maintenance access; power loading and distribution; Heating, Ventilation and Air Conditioning loading and distribution; and connectivity requirements. These actions may be required for new installations, upgrades, reconfigurations or relocation of existing equipment.

3.2.2 The Contractor may be required to plan for the testing, installation, implementation of information systems and specific hardware and software on the network for all aspects of the IT infrastructure, from cable plant to client workstations. The Contractor may be required to provide support for all aspects of system implementation, to include planning, hardware installation, device and software configuration, Information Assurance (IA) acceptance testing, and updating baseline information in network control/configuration management and security management databases. The contractor may be required to develop and document implementation and acceptance testing plans. The contractor may be required to perform on-site implementation tasks at any CONUS or OCONUS DISA facility. The contractor will have the option to provide direct vendor support to assist in specific hardware and software implementation. Common tools and test equipment will be provided by DISA as GFE as specified in individual task orders.

3.2.3 The Contractor may be required to develop plans for the expansion, potential disassembly, movement, reassembly and reinstallation of network and system hardware, software, communications components, and workstations of the DISANet. The Contractor may be required to perform site survey planning, and operational network and client hardware de-installation and reinstallation and reconfiguration for the hardware, software, and communications suite as required. These plans shall be documented in advance of any work performed and submitted to the Contracting Officer Representative, for review and approval prior to actual implementation.

3.2.4 **Optional Technical Support Requirements.** At the option of the Government and as directed by the Contracting Officer, the Contractor shall provide personnel to support Field Offices with infrastructure installations or upgrades with DISANet or other network cable installations; and personnel to support expanded installation services in the NCR and, such as DISA building

consolidations and local hardware installations. The Contractor must make the additional personnel available within thirty (30) days after notification by the Contracting Officer.

3.2.4.1 The Contractor may be required to purchase all necessary equipment relative to the operation of the remote site DISANet or other network installation.

3.2.4.2 The Contractor will prepare detailed Bill of Materials for all equipment, installation hardware, and labor required to support the Government approved Facility Project Plan. The Bill of Materials will specify quantities of installation material (e.g., conduit, duct, cabling, coax, braces, connectors, etc.) that are required for the completion of the project.

3.2.4.3 The contractor will conduct tests on the network systems prior to turnover to the government to reduce errors and review proposed operational procedures and propose changes as required. After turnover, the contractor will track network problems and resolutions for a minimum of 10 days.

3.3 Network Operations, Management and Maintenance: For the network specified in section 2.1, the Contractor may be required to provide network operations, management and maintenance support 24 hours per day/7 days per week. Support requirements will peak during the hours of 0630 to 1830 EST/EDT during the normal business week of Monday through Friday. Occasional travel to other DISANet sites or other locations worldwide may be required. Emergency support will be required after normal duty hours and Contractor personnel may be called upon to respond. Contingency support may be required on a 24x7 basis.

3.3.1 The contractor may be required to perform a wide range of network operations & maintenance duties for the enterprise network, systems and devices. Support may include:

- Cable plant maintenance.
- Operational control and configuration maintenance of network devices, COMSEC devices, security devices, servers and client systems, printers and scanning devices, data backup systems, remote access systems and all operating system and application-level software and databases running thereon.
- Configuration and maintenance of services and applications, such as Active Directory, file services, and print services, which comprise the logical network infrastructure, and of user access and authentication systems (accounts, passwords, PKI data).
- Configuration and maintenance of electronic mail services, local and remote, for network users and government approved external users.
- Hardware and software infrastructures providing DISANet-based services such as Exchange and AMHS e-mail, Voice over IP (VoIP), and enterprise anti-virus.
- Hardware and operating system support for servers on the network that are supporting customer systems and applications.

- Tier 2 help desk operations including desk-side contact.

3.3.2 The contractor may be required to perform a wide range of network management duties for the enterprise network and systems using a network management tools such as HP OpenView, NetIQ App Manager, NetIQ Security Manager, Altiris, SiteScope and Concord NetHealth. The contractor may be required to provide 24x7 staffing of the DISANet Control Center (DCC), presently at the DISA Headquarters facility, in order to perform 24x7 monitoring of the enterprise network, DISN connectivity, and DISA telecommunications services, services provided over the network such as e-mail and web services, and devices on the network, such as switches, routers, firewalls and servers. This will include working closely with Field Office site administrators in maintaining network health, and also working closely with DISN or other DISA and DoD network management centers such as the DISN CONUS Control Center at Scott AFB, IL.

3.3.3 The contractor may be required to assist in controlling, monitoring and troubleshooting operational problems of DISN circuits per the duties assigned to the DISC as the NCR DISN Node Site Coordinator.

3.3.4 The contractor may be required to assist in the maintenance of DNS services for the DISANet, systems using the DISANet, and other DISA networks. This will include maintaining DNS servers, assigning IP addresses and maintaining IP databases, testing and applying server and application updates and patches, and participating in DoD testing and piloting of major DNS architecture changes and enhancements. The contractor will work closely with the DoD Network Information Center in the performance of these duties.

3.3.5 The contractor may be required to develop and document procedures to ensure network, system and device stability, operational effectiveness, and disaster recovery. The contractor may be required to support contingency or emergency operations at alternate work sites with alternate work schedules.

3.4 Help Desk and Customer Support. The contractor may be required to provide Help Desk and end user support.

3.4.1 The contractor may be required to staff the NCR Help Desk Call Center and other information service positions in support of resolving end-user hardware and software problems. Duties will include manning Help Desk telephones and managing support e-mail accounts, tracking and managing incoming requests through automated trouble ticket and call tracking systems, and providing tier 1 problem resolution by telephone, remote-control access to user workstations, or e-mail. The contractor would be required to provide a standard level of support during the normal business week of Mon-Fri and off-peak support for operations-critical user problems only after business hours and on federal holidays.

3.4.2 Contractor personnel performing operations, network management, network support, integration or implementation may be required to perform tier 2 or tier 3 troubleshooting and problem resolution, to include telephonic support, on-site/desk-side support, and field office site system administrator support. The Contractor will provide personnel to perform help desk

specialist duties to lead and supervise the Help Desk Call Center Team. Duties include training, quality control, reporting, documentation, writing SOPs, writing user guide/tips, creating and maintaining the call center knowledge database, call center process improvement, and problem solving for difficult and unusual situations.

3.5 Network Evaluation and Engineering: The Contractor may be required to conduct analyses of the baseline network and information processing, and identify and recommend enhancements to improve network functionality, performance, management and security. Recommendations will provide a description of the current, planned, and recommended network configuration. The Contractor may be required to assess emerging technologies and develop short- and long-term growth plans and migration paths for systems evolution and modernization.

3.5.1 Analysis can include definition of the information architecture of customer organizations and functional systems, identifying the information requirements, flows, and system interfaces, and showing how individual systems fit together to form a comprehensive whole. The contractor may be required to recommend network modifications, process modifications, and identify systems or specific hardware and software for further evaluation or integration with and deployment on the baseline network. The contractor may be required to evaluate DISA Enterprise Architecture (EA) baseline configurations and EA guidance on how the network is to achieve the desired to-be state, and recommend processes or systems for implementation to bring the network baseline in line with the DISA EA.

3.5.2 The Contractor may be required to monitor, analyze and respond to user requirements for hardware and software through the use of established requirements processing tools. The Contractor may be required to evaluate and test IT systems, specific IT hardware devices and software packages. This may require the creation of informal test plans, benchmarking criteria and written evaluations of the systems, to include identifying the possible impact on all aspects of the network of deploying these new systems. In support of modifying existing or deploying new software packages, the Contractor may be required to identify user functional and interface requirements, perform software testing, and provide software design and network compatibility evaluations. The Contractor may be required to perform system prototyping, such as developing and testing mock-up user interface and mock-up input/output screens to validate user requirements and software capability prior to recommendation of software acquisition and integration efforts. Upon appropriate government issuance of task/delivery orders, the Contractor may be required to acquire recommended software and hardware.

3.5.3 The Contractor may be required to monitor DISA and DoD programs developing baseline IT requirements for the DISA network or developing net-centric, Information Assurance or other Information System programs to be deployed in the DISA IT environment. The Contractor may be required to analyze these requirements or systems, identify the impact of deployment on the network, recommend additional network changes to support their deployment, and identify deployment strategies. The Contractor may be required to perform policy related tasks, such as reviewing and providing inputs to policy documents.

3.6 Integration:

3.6.1 The Contractor may be required to provide network integration services for systems and specific hardware and software items. These services may include:

- Testing network interoperability and connectivity capabilities of new systems, hardware and software, to include system prototyping and developing system test plans and benchmarking criteria as required.
- Developing detailed configuration, integration, deployment and system/customer transition plans for implementing new or upgraded services, hardware and software on the network.
- Documenting system architectures and overviews, system configurations, configuration management data, system life cycle requirements and plans; system management and operations guides, and user and system administrator training manuals and guides.
- Maintaining the network integrity of standard network servers, user workstations and associated network peripherals, such as network printers and local or network-based backup units, to include establishing standard hardware and software configurations, identifying and recommending system changes based on evaluation of new user, system and IA requirements and technology changes, and testing and documenting major system, hardware and software upgrades, such as operating system revisions.
- Developing and maintaining software applications. Commercial and government off the shelf software will be employed to the maximum extent possible, but software development may be necessary. Software development will be performed and documented in accordance with DoD and industry standards.
- Developing and maintaining the software profile and application integration of standard network servers and workstations through the use of client/software management and software configuration/packaging/scripting tools such as Altiris Management Suite, Wise Package Studio and WinBatch.

3.6.2 The Contractor may be required to provide support for deploying customer systems, servers and client workstations on the network. This may include configuration, validation and troubleshooting. The contractor may be required to support tier 3 help desk functions, such as problem isolation and resolution.

3.6.3 The Contractor may be required to provide support for user and system access to database applications, web applications and other services residing on non-DISANet systems and networks.

3.7 Training Support: The Contractor may be required to recommend training from outside sources or to develop and provide their own training. The government will review recommendations before any Contractor actions are performed. Training will include network overviews, system administration training, and software application training for system support staff as well as average LAN users. System support staff training will provide information on the

operation, administration, and configuration of the system and network to include debugging, system and user backup procedures, system start-up procedures, system security procedures, and end-of-day procedures.

3.8 Maintenance: The Contractor may be required to provide tracking and identification of problems requiring maintenance services for all hardware and software products comprising the network environment. The Contractor may be required to provide a point of contact for trouble calls, preventive maintenance where applicable, problem identification, isolation and troubleshooting, generation and tracking of trouble tickets, and equipment replacement for all hardware. The Contractor may be required to provide software updates, revisions, extensions, releases and "bug fix" schedules as a part of software maintenance and software documentation subscription services. The Contractor may be required to manage and maintain an equipment warranty and service agreement database.

3.9 Database and Web Server Support:

3.9.1 The Contractor may be required to provide complete database administrator services to include creating, updating, and maintaining Structured Query Language (SQL) and Oracle databases. Such support may be required to create database utilities to automate and standardize the routine functions of database administration. Such support may be required to create relational databases to support applications and user queries.

3.9.2 The contractor may be required to provide web services support, to include configuring and implementing web servers, and web-enabling databases and applications. This may include developing front-end programs and forms to facilitate user access or control of data.

3.9.3 The contractor may be required to ensure the security of database and web servers through application of government directed updates and patches.

3.10 Network Security Support: The Contractor may be required to provide support to the DISA information security program across the unclassified and classified DISANet enterprise. This may include analysis, integration, and implementation support. Support to be provided may include, but is not limited to:

- Planning, and developing overall network security architectures and designing configuring, and implementing network security systems.
- Performing analytical, integration and implementation tasks for IA tools and processes developed by DISA and DoD IA organizations for DISA deployment.
- Performing vulnerability scans of, and remediation actions for, the network and all relevant systems thereon using DISA-standard tools and processes per established schedules.
- Developing and maintaining security configurations and rules on network security devices such as firewalls, web filters/caches, and intrusion detection and intrusion prevention systems and managing firewall port opening requests.

- Reviewing and assessing connection approval requests.
- Participating in the DISANet Security Awareness/Education Program and keeping abreast of IA developments and ongoing threats, such as viruses, worms, and Trojans, and advising on ways to eradicate these threats.
- Preparing system security documentation, such as security policy, system security authorization agreements, security device configurations and rules, and system administrator and user security guides.
- Managing network security devices such as firewalls, web filters/caches, and intrusion detection and intrusion prevention systems, to include analyzing audit logs and taking operational actions in response to security warnings.
- Managing system security configuration management tools such as automated patch management and IA Vulnerability Assessment (IAVA) update management systems.
- Installing, maintaining, managing and upgrading Communications Security (COMSEC) or cryptographic communication equipment.

3.11 Network Analysis: The Contractor may be required to conduct analysis of network operations, functions and failures (as they occur) in order to isolate problem areas, determine and perform corrective actions to bring the network back to fully operational status. The Contractor may be required to promptly resolve user problems associated with accessing and/or using the network, whether these problems are associated with network servers or with the user's use of his workstation. The Contractor shall be able to perform Performance Analysis studies, Fault Tolerance studies, Capacity Planning studies, Response Time Analysis studies, and Communication Protocol studies. The Contractor may also propose additional software and/or hardware required to integrate the multi-vendor network management and control hardware and software into an efficient and more effective network control system, either to improve current network operations or to integrate equipment to be added to the network by further expansion. The Contractor may be required to provide detailed network analysis and impact statements that evaluate proposed network modifications and enhancements. The Contractor may be required to continue to develop, update and implement an overall network management plan for all segments of the DISA-IS network.

3.12 Network Support: The Contractor may be required to provide network support, such as configuration management, requirements management, project/workload tracking and management, and property and asset management support.

3.12.1 The Contractor may be required to support the definition, documentation and operation of a network configuration management process. Support to be provided may include, but not be limited to, defining configuration management as it applies to large networks such as the DISANet; documenting existing configuration management processes and tools; and producing a complete configuration management implementation plan. The Contractor may be required to monitor hardware and software configurations and perform the duties of network configuration manager. Support may also include preparation and maintenance of network drawings, user's guide, operating procedures and other documentation.

3.12.2 The Contractor may be required to support the definition, documentation and operation of a network requirements management process. Support to be provided may include, but not be limited to, defining requirements management as it applies to large networks such as the DISANet; documenting existing requirements management processes, documentation, and tools; producing a complete requirements management implementation plan; and operating a network requirements management process.

3.12.3 The Contractor may be required to support the definition, documentation and operation of a project/workload tracking and management process. Support to be provided may include, but not be limited to, defining project/workload management, developing or providing a project/workload tracking capability, training DISC staff on the project/workload process and tools.

3.12.4 The Contractor may be required to support the property/asset management processes. Support to be provided may include, but not be limited to, maintaining an inventory, supporting asset issue functions, and preparing and shipping assets.

3.13 Miscellaneous Support:

3.13.1 The Contractor may be required to use the network integration, validation and staging facility to test or check out new network communication devices, hardware platforms, and software packages, including user specific applications, to be integrated into the existing infrastructure.

3.13.2 The government may request the Contractor to tune, customize and update applicable network software, both operating systems and applications at the direction of, and with the concurrence of the government.

3.13.3 The Contractor may be required to provide documentation on any or all software and/or hardware fixes implemented by the Contractor. The government may request the Contractor to demonstrate the implementation procedures of any software/hardware fix. These requests for such documentation will be issued as part of the task/delivery order requesting the Contractor support.

4.0 HARDWARE/SOFTWARE/SERVICES ACQUISITION: The Contractor may be requested to procure applicable network hardware, software or services at the direction of the government via task/delivery orders. The acquisition of hardware/software shall include, but not be limited to, network and communications hardware and components (such as file servers, switches, routers, gateways, modems, network interface cards, cabling); computer hardware including components; workstations; peripheral equipment; and software. The acquisition of services may include, but not be limited to, training, migration or consulting services. The Contractor's technical evaluation and recommendation should provide the best technical and cost effective solution to a given requirement.

4.1 Section 508 Compliance:

4.1.1 Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794D) requires Federal agencies acquiring Electronic and Information Technology (EIT) to ensure that Federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees who are not individuals with disabilities.

4.1.2 All EIT procured under this contract/order must meet the following 36 CFR 1194 accessibility standards. The full text of the accessibility standards is available at: <http://www.access-board.gov/sec508/508standards.htm>

1194.21 – Software Applications and Operating Systems

1194.22 – Web Based Intranet and Internet Information and Applications

1194.23 – Telecommunications Products

1194.24 – Video and Multimedia Products

1194.25 – Self-Contained, Closed Products

1194.26 – Desktop and Portable Computers

1194.31 – Functional Performance Criteria

4.1.3 The standards do not require the installation of specific accessibility-related software or the attachment of an assistive technology device(s), but merely require that the EIT be compatible with such software and device(s) so that it can be made accessible if so required in the future.

4.1.4 ~~The Contractor may propose products or services that result in substantially equivalent or greater access to and use by individuals with disabilities; this is known as equivalent facilitation.~~

4.2 Information Technology (IT) Considerations: Unless otherwise specified in the individual task/delivery order, the Contractor will acquire DISA Enterprise Architecture compliant applications and systems for the DISANet.

4.2.1 ~~DISANet standard workstation configurations and Common Access Card Interface (CAC) readers will be applicable for any workstations that the Contractor purchases for the government.~~

4.2.2 Environmental Protection Agency (EPA) Energy Star specification will be mandatory for IT items, such as workstations, notebook computers, monitors, and printers that the Contractor acquires under this contract effort. Energy Star specification will not be applicable to computer systems manufactured as servers and network hardware such as routers and switches, since they are never meant to be powered down or placed in a suspended power mode.

4.2.3 Reuse of existing equipment will be considered before new IT hardware or software is purchased. The Contractor will ensure that excess IT is disposed of in accordance with DISA procedures.

4.3 Latest Release: All equipment acquired by the Contractor must be new equipment in current production, and the latest production version, unless otherwise specified by the government. All software acquired by the Contractor must be the publisher's latest production version or release at

the time of delivery, unless otherwise requested by the government. The Contractor will inform the government in writing of any hardware or software modifications or new releases for the life of the contract.

4.4 Documentation and Warranty Materials: The Contractor shall provide to the government Task Monitor, within two (2) weeks of delivery of any equipment or software item, all manufacturer documentation and warranty material. This section relates to commercially developed products and not to software systems that may be developed by the Contractor or user manuals that may be written by the Contractor. Specifications for Contractor developed products will be provided in the task/delivery order that requests the development effort.

4.5 Power Requirements: Where applicable, all equipment must run on 110-120 or 220-240 volt AC, 60 Hz electrical current and must display the Underwriter's Laboratory listing identification mark. Where required, for non-CONUS installation, the government shall provide power specifications at the time of ordering.

4.6 "Ship-To" Receiving: The Contractor may be required to provide a receiving center to handle receipt and warehousing of items purchased by the government from this contract. This receiving center will be used as a staging point for high volume orders where it is not feasible to deliver and install all the products at once. Routine equipment orders will be addressed to a DISC assigned individual who is responsible for receipt of hardware and entry in the Defense Property Accounting System. The Contractor shall be responsible for integration and installation of all items purchased under this contract.

5.0 GENERAL REQUIREMENTS: The Contractor shall provide the necessary resources to complete the tasks identified in this SOW. As indicated in paragraph 2.5 above, the contract end items required by all tasks issued under this SOW will comply with specified CDRLs/DIDs, and ADP documentation will be in accordance with requirements set forth IEEE/EIA 12207.0, Industry Implementation of ISO/IEC 12207, Standard for Information Technology--Software Life Cycle Processes. The Contractor shall deliver to the government at least one (1) copy of all Contractor produced documentation, via appropriately classified e-mail, collaboration server or CD/DVD, in a format completely compatible with software being used on the DISANet.

5.1 Skill Requirements: Technically the work is of high complexity. Future architecture designs and innovations must be interoperable with existing DoD and DISA standards and allow the ability to migrate to proposed standards. The network specialists proposed for this contract must have demonstrated experience (as a group, not necessarily each individual) with the present and future DISANet operating systems - Windows XP, Windows 2000, Sun Solaris, Linux, and Windows Server 2003; and a wide variety of computer hardware and software. They are also required to investigate solutions to internetworking failures and advise the government on new processes and the best solution in order to move to open standards. The Contractor specialists are also required to be customer oriented in order to respond to network customer requests in a timely manner, and conduct customer training on the spot, when necessary.

5.2 Status Reporting: As indicated in paragraph 2.5.2 of this SOW, the Contractor will be required to provide the government a monthly progress report on all open task/delivery orders.

5.3 Problem Notification: Problem notification shall consist of receipt by the Contractor's representative of a written or verbal description of a problem (to exclude hardware failure) and an explanation of when and how it is manifested with a particular component. The Contractor will be responsible for verifying the actual cause of all reported problems. The Contractor may be required to respond to all reported problems within one (1) working day. The Contractor may be required to either correct the problem within that time period or provide the government with the estimated cost and time required to correct the problem. If there are alternative ways to correct a given problem, the Contractor may be required to describe these alternative approaches to the government. This description may be made either verbally or in writing, and the government may request a written description to follow the verbal presentation.

6.0 SECURITY REQUIREMENTS:

6.1 Information Security: Contractor personnel will be required to protect unclassified but sensitive information on the DISANet, or documents received or generated in the course of this contract, from unauthorized disclosure, destruction, or modification. Contractor personnel will be required to protect classified information in accordance with DoD 5200.1-R and Attachment 4, DD Form 254, Contract Security Classification Specification.

6.2 Personnel Security:

6.2.1 Contractor personnel whose normal duty station will be located on-site at DISA will be required to have a minimum of SECRET security clearance. Interim clearances will normally suffice. Specific task/delivery orders may require TOP SECRET security clearance for some or all contractor personnel. The Contractor Officer's Representative (COR) or other government representatives overseeing the contract are the only personnel who can determine the clearance levels of each position.

6.2.1.1 Contractor personnel assigned to the DISANet Control Center (DCC) will be required to possess a TOP SECRET clearance. Contractor personnel may begin work initially in the DISANet Control Center with a minimum of SECRET clearance but the Contractor will begin the upgrade of those individuals to TOP SECRET clearance within two weeks after they come on board..

6.2.1.2 Key Personnel, even those whose duty station is not located on-site at DISA, will be required to possess a SECRET clearance. This requirement may be upgraded to TOP SECRET in the future.

6.2.1.3 Specific task/delivery orders may require Special Access or Sensitive Compartmented Information (SCI) clearance for designated Contractor personnel. The Operations, Implementation, and DCC tasks each have one contractor position requiring SCI access.

6.2.2 Position Sensitivity Designation (ADP Level I or II Access). Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level I access in accordance with DoD 5200.1-R. All other Contractor personnel who work on-site at DISA and have access to the DISANet will be required to obtain ADP level II access. Contractor personnel may be required to provide support of classified information systems. Those individuals will be required to have a completed Single Scope Background Investigation (SSBI) in order for the government to grant ADP Level I access at time of assignment to the project.

6.3 Rules of Behavior. Contractor personnel determined by the DISC to be carelessly or willfully negligent in information systems security matters may be denied further access to DISA facilities, DISANet or other information systems.

6.4 Security Accreditation Planning. The Contractor may be designing and developing software under this contract effort. The Contractor may be requested to provide support to the government in security certification and accreditation for the unclassified DISANet, the classified DISANet, and other information systems for which the DISC has operational responsibility.

6.5 Systems Administrator Certification and Licensure. As mandated by DISA security regulations, all Contractor personnel who have system administrator privileges on the DISANet or other information systems will be required to complete training and become operating system certified. The majority of Contractor personnel on this contract effort will be required to complete Level one system certification. Some designated Contractor personnel will be required to complete Level two. Level three training may be required for selected positions.

7.0 GOVERNMENT SUPPORT: Government Furnished Equipment (GFE) includes:

7.1 Existing installed baseline network and integration facility equipment, including common tools and test equipment.

7.2 Operational configuration management system consisting of existing users and products.

7.3 Various documents describing functional architecture and previous installation and configuration plans.

8.0 DELIVERABLES:

TYPES OF DELIVERABLE	DUE DATE	CDRL ITEM
8.1 Project Work Plan		001

8.2 Monthly Progress Reports	002
8.3 Network Performance Status Report	003,004
8.4 Updates to Configuration Management System	005
8.5 Updates to Cable Plant Diagrams	006
8.6 Updates to User's, Technical, and Operator's Manuals	007, 008
8.7 Training and Certification Plan for Network Operations/System Administration	009
8.8 Test Plans for Implementation	010
8.9 Test Report for Implementation of New Products	011

9.0 PERSONNEL QUALIFICATIONS:

9.1 The Government will review resumes of contractor key personnel proposed to be assigned, and if personnel are not currently in the employ of the contractor, a written agreement from potential employee to work will be part of the technical proposal.

9.2 If the Contracting Officer questions the qualifications or competence of any person performing under the contract, the burden of proof to sustain that the person is qualified as prescribed herein shall be upon the contractor.

9.3 The Contractor must have the personnel, organization, and administrative control necessary to ensure that the services performed meet all the requirements specified in Task Orders. The work history of each Contractor employee shall contain experience directly related to the tasks and functions to be assigned. The Contracting Officer reserves the right to determine if a given work history contains necessary and sufficiently detailed, related experience to reasonably ensure the ability for effective and efficient performance.

9.4 General personnel qualifications are:

- a) The minimum qualifications for skill and experience prescribed for the respective labor categories under which they are charged.
- b) Experience levels shall have been obtained from full-time employment in the respective field of endeavor.
- c) U.S. Military active duty experience can be applied toward general experience and specialized experience.
- d) Specialized experience, which meets requirements stated herein, can be applied toward general experience requirements.

- e) General Experience and Specialized Experience requirements may be acquired concurrently.
- f) Each employee shall be fully capable of performing assigned functions in an efficient, reliable, and professional manner.

9.5 Minimum personnel qualifications are identified in Enclosure 1, Labor Category Descriptions

10.0 TRANSITION:

A period of up to six months is being allowed for the full transition from this contract to the follow-on contract. This will provide the time required to undertake a major transition from the existing mixed government/contractor workforce support infrastructure to a performance-based managed services environment with maximum contractor involvement in all non-inherent government tasks. This will be a due diligence or discovery period to enable the new contractor to review and verify review the existing DISANet environment, procedures, culture, inventory and other key infrastructure information, and establish the proposed service management processes, service levels, and performance metrics.

Section D - Packaging and Marking

PART I - THE SCHEDULE**SECTION D****PACKAGING AND MARKING****D.1 PACKAGING REQUIREMENTS (MAR 1996)**

Preservation, packaging, and packing of deliverable items called for hereunder shall be in accordance with the contractor's best commercial practice necessary to prevent deterioration and damage during shipment, handling, storage, and to ensure safe and timely delivery at destination, in accordance with the applicable security requirements.

D.2 MARKING REQUIREMENTS

Distribution marking shall be in accordance with the latest edition of DoD Directive 5230.24. Technical data submitted with limited rights, restricted rights, and copyrights shall be marked in accordance with DFARS 252.227-7013. All data and correspondence submitted to the Contracting Officer (CO), Contracting Officer's Representative (COR), or Task Manager(s) (TM(s)) shall reference the Contract Number, the Task Order Number and the name of the Action Officer. The Contracting Officer shall receive a copy of all correspondence sent to either the COR or TM(s).

D.3 SHIPPING INSTRUCTIONS

The requirements in the latest edition of DoD Regulation 4500.32-R, Military Standard Transportation and Movement Procedures (MILSTAMP), shall be followed for items shipped overseas through the Defense Transportation System (DTS). DoD Regulation 4500.32-R further requires the contractor to follow marking requirements in MIL-STD-129. If the contractor wishes to review 4500.32-R, he can do either of the following:

a. Write to the Defense Logistics Agency, Attn: DLA-XPD, Alexandria, VA 22304-6100 to obtain a copy of the regulation.

b. Contact the Defense Logistics Agency via email: dlapublicaffairs@dla.mil.

c. The contractor must comply with the following instructions for delivery to be made at the DISA Headquarters Compound in Arlington, VA. The following information must be faxed to the Contracting Officer Representative as soon as a delivery date is established.

1. Company Name
2. Date of Delivery
3. Approximate Time of Delivery
4. Contents of Items being Delivered (e.g. computers, printers)
5. Purpose of delivery
6. Name and phone number of DISA Point of Contact

DISA's Request for Delivery Form is attached at the end of this section. **Delivery attempts without prior approval from the Security Operations Center will be denied access** to the DISA Headquarters compound. Redelivery will be at no additional cost to the Government.

Should the delivery schedule change, the contractor must notify the Contracting Officer Representative/Task Monitor/Point of Contact immediately. Upon establishment of a new delivery date, the contractor must fax a new delivery form to the Contracting Officer Representative/Task Monitor/Point of Contact.

Contracting Officer Representative/Task Monitor/Point of Contact must comply with the following instructions.

The Contracting Officer Representative/Task Monitor/Point of Contact must call the contractor to acknowledge receipt of the Request for Delivery form.

The Contracting Officer Representative/Task Monitor/Point of Contact must provide the Request for Delivery Form to the Security Operations Center at least 24 hours in advance of delivery. Requests for delivery may be hand carried or faxed to the DISA Security Operations Center at 703 607-4193. Questions may be directed to the Security Operations Center at 703 607-6496.

Should the delivery schedule change, the contractor must notify the Contracting Officer Representative/Task Monitor/Point of Contact immediately. Upon establishment of a new delivery date, the contractor must fax a new delivery form to the Contracting Officer Representative/Task Monitor/Point of Contact who must acknowledge receipt.

Request for Delivery

ALL deliveries to the DISA HQs Compound must be reported to Security. The following information must be provided to Contracting Officer Representative/Task Monitor/Point of Contact at least 24 hours in advance of delivery. Please type or print legibly

Company Name: _____

Date of Delivery: _____

Approximate Time of Delivery: _____

Drivers Name: _____

Truck Tag Number: _____

Contents (e.g. Cafeteria food supplies, computers, printers etc.):

Purpose of Delivery: _____

DISA Point of Contact Name and phone number: (____) _____

Fax information to the Contracting Officer Representative/Task Monitor/Point of Contact at the number provided in this order.

Delivery attempts without prior approval from the Security Operations Center will be **denied**. Redelivery will be at no additional cost to the Government.

Questions may be addressed to the Contracting Officer Representative/Task Monitor/Point of Contact at the number provided in this order.

Approved by: _____ Date: _____
(Contractor Representative, Name, and Position)

Approved by: _____ Date: _____
(Point of Contact, Name, and Position)

Approved by: _____ Date: _____ Time: _____
(DISA Security, Type/Print name and Sign)

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government
0005	Destination	Government	Destination	Government
0006	Destination	Government	Destination	Government
0007	Destination	Government	Destination	Government
0008	Destination	Government	Destination	Government
0009	Destination	Government	Destination	Government

CLAUSES INCORPORATED BY REFERENCE

52.246-16
252.246-7000

Responsibility For Supplies
Material Inspection And Receiving Report

APR 1984
MAR 2003

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 04-JUN-2007 TO 03-JUN-2008	N/A	DISA/SPI/SI1 <i>SC</i> SPI/SI12 HQ/BLDG 12, ROOM 3330 701 SOUTH COURTHOUSE ROAD ARLINGTON VA 22204-2199 <i>B6</i> FOB: Destination	HC1001
0002	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0003	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0004	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0005	POP 04-JUN-2008 TO 03-DEC-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0006	POP 04-JUN-2008 TO 03-DEC-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0007	POP 04-JUN-2008 TO 03-DEC-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0008	POP 04-JUN-2008 TO 03-DEC-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0009	03-DEC-2007	1	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
52.242-17	Government Delay Of Work	APR 1984
52.247-34	F.O.B. Destination	NOV 1991
52.247-55	F.O.B. Point For Delivery Of Government-Furnished Property	JUN 2003

Section H - Special Contract Requirements

SPECIAL CONTRACT REQUIREMENTS

**PART I - THE SCHEDULE
SECTION H
SPECIAL CONTRACT REQUIREMENTS**

H.1 REQUIRED INSURANCE (LAW FAR 28.306(b))

The contractor shall maintain the types of insurance and coverage listed below in accordance with FAR 28.307-2, when any on-site tasking is required:

<u>TYPES OF INSURANCE</u>	<u>MINIMUM AMOUNT</u>
Worker's Compensation and all Occupational Diseases	As required by Federal and State Statutes
Employer's Liability, including all Occupational Diseases when not so covered in Workmen's Compensation above	\$100,000
General Liability (Comprehensive) Bodily Injury per Occurrence	\$500,000
Automobile Liability (Comprehensive) Bodily Injury per Person	\$200,000
Bodily Injury per Occurrence	\$500,000
Property Damage per Occurrence	\$20,000

H.2 RESERVED

H.3 RESERVED

H.4 TRAVEL

A. No travel by Contractor personnel shall be performed in connection with this contract (other than within the NCR or to sites outside the NCR that do not require overnight travel) without the prior written approval of the COR.

B. The Contractor shall provide to the COR a written request for approval of each trip. The request for approval will include the destination/location, the number/name(s) of Contractor personnel performing the travel, the inclusive dates of the travel, the duration of the travel in days, and the anticipated total cost of the travel.

C. All Contractor travel will be approved/disapproved by the COR prior to the beginning dates. If requested by the government Task Monitor, the Contractor will provide the government with a written report of significant results accomplished during TDY travel. The Contractor will also incorporate TDY travel performed into monthly progress reports as appropriate.

H.5 ORDERING FROM GOVERNMENT SUPPLY SOURCES

In accordance with DFARS 252.251- 7000 – Ordering From Government Supply Sources (NOV 2004), the Contractor is authorized to use Government supply sources to fulfill the Government's hardware and/or software

needs on behalf of the Government. These supply sources include, but are not limited to, the General Services Administration (GSA) Federal Supply Schedules (FSS) and the Department of Defense (DoD) Enterprise Software Initiative (ESI) acquisition vehicles. The websites are:

- Federal Supply Schedules – <http://fss.gsa.mil>
- Enterprise Software Initiative – <http://www.esi.mil>

H.6 RESERVED

H.7 RESERVED

H.8 WORK ON A GOVERNMENT INSTALLATION

In performing on-site work under this contract on a Government installation or in a Government building, the Contractor shall:

- A. Conform to the specific safety requirements established by a T.O.
- B. Comply with the safety rules of the Government installation that concern related activities not directly addressed in this contract.
- C. Take all reasonable steps and precautions to prevent accidents and preserve the life and health of Contractor and Government personnel connected in any way with performance under this contract.
- D. Take such additional immediate precautions as the Contracting Officer or Contracting Officer's Representative (COR) may reasonably require for safety and accident prevention purposes.
- E. Conform with all security requirements as specified in the DD Form 254 and security requirements as specified in the Task Order Statement of Work.

H.9 NONDISCLOSURE OF SENSITIVE AND/OR PROPRIETARY DATA, 52.203-9100 (OCT 1998) (FAR 3.104).

The contractor recognizes that in the performance of this contract it may receive or have access to certain sensitive information, including information provided on a proprietary basis by other contractors, equipment manufacturers and other private or public entities. The contractor agrees to use and examine this information exclusively in the performance of this contract and to take the necessary steps in accordance with Government regulations to prevent disclosure of such information to any party outside the Government or Government-designated support contractors possessing appropriate proprietary agreements, as listed in paragraphs a. through d. below.

a. Indoctrination of Personnel. The contractor agrees to indoctrinate its personnel who have access as to the sensitive nature of the information and the relationship under which the contractor has possession of or access to the information. Contractor personnel shall not engage in any other action, venture or employment wherein sensitive information will be used for the profit of any party other than those furnishing the information. The Nondisclosure Agreement for Contractor Employees, as shown below, shall be signed by all indoctrinated personnel and forwarded to the COR for retention, prior to commencement of work. The contractor shall restrict access to sensitive/proprietary information to the minimum number of employees necessary for contract performance.

**DEFENSE INFORMATION SYSTEMS AGENCY
NONDISCLOSURE AGREEMENT FOR CONTRACTOR EMPLOYEES**

THIS AGREEMENT CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT STATEMENT

MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER TITLE 18, UNITED STATES CODE, SECTION 1001.

I, _____ (print or type name), as an employee of ANVICOM, Inc., a contractor performing under contract to the Defense Information Systems Agency, pursuant to contract number DCA100-02-D-4001, agree not to disclose to any individual, business entity or anyone within ANVICOM, Inc or outside of the company who has not signed a nondisclosure agreement for the purposes of performing this contract: (1) any planning, programming, and budgeting system (PPBS) information, or (2) sensitive, proprietary or source selection information contained in or accessible through the this project. Proprietary information/data will be handled in accordance with Government regulations.

I understand that information/data I may be aware of, or possess, as a result of my assignment under this contract may be considered sensitive or proprietary. The contractor's responsibility for proper use and protection from unauthorized disclosure of sensitive, proprietary and source selection information is described in Federal Acquisition Regulation (FAR) section 3.104-5(b). Pursuant to FAR 3.104-5, I agree not to appropriate such information for my own use or to release or discuss it with third parties unless specifically authorized in writing to do so, as provided above.

This agreement shall continue for a term of five (5) years from the date upon which I last have access to the information therefrom. Upon expiration of this agreement, I have a continuing obligation not to disclose sensitive, proprietary, or source selection information to any person or legal entity unless that person or legal entity is authorized by the head of the agency or the contracting agency or the contracting officer to receive such information. I understand violations of this agreement are subject to administrative, civil and criminal sanctions.

Signature of Contractor Employee

Date

Contractor

Telephone No.

b. Signed Agreements.

(1) The contractor further agrees to sign an agreement to this effect with carriers, and other private or public entities providing proprietary data for performance under this contract. As part of this agreement, the contractor shall inform all parties of its agreement to allow certain Government-designated contractors access to all data as described in paragraph c., below. One copy of each signed agreement shall be forwarded to the KO. These shall be signed prior to work commencing.

(2) In addition, the contractor shall be required to coordinate and exchange directly with other contractors as designated by the Government for information pertinent and essential to performance of task orders issued under this contract. The contractor shall discuss and attempt to resolve any problems between the contractor and those contractors designated by the Government. The KO shall be notified in writing of any disagreement (s) which has (have) not been resolved in a timely manner. Furnish the KO copies of communications between the contractor and associate contractor(s) relative to contract performance. Further, the close interchange with between contractor(s) may require access to or release of proprietary data. In such an event, the contractor shall enter into agreement(s) with the Government designated contractor (s) to adequately protect such proprietary data from unauthorized use or disclosure so long as it remains proprietary. A copy of such agreement shall be provided to the KO.

c. Government-Designated Contractors. The contractor agrees to allow the below listed Government-designated support contractors, possessing appropriate nondisclosure agreements and retained by the Government to advise the Government on cost, schedule and technical matters pertaining to this acquisition, access to any unlimited rights data (as defined in the DoD FAR Supplement (DFARS) 252.227-7013) acquired under the terms and conditions of this

contract and to sign reciprocal nondisclosure agreements with them. One copy of each signed agreement shall be forwarded to the KO. List designated contractors:

All Government-designated contractors stated herein, or added at a future date shall also enter into nondisclosure agreements with all parties providing proprietary information to the contractor, and the nondisclosure agreements shall be signed before work commences.

d. Remedy for Breach. The contractor agrees that any breach or violation of the certifications or restrictions of this clause shall constitute a material and substantial breach of the terms, conditions and provisions of the contract and that the Government may, in addition to any other remedy available, terminate this contract for default in accordance with the provisions of FAR 52.249-6 - Termination (Cost-Reimbursement). Nothing in this clause or contract shall be construed to mean that the Government shall be liable to the owners of proprietary information in any way for the unauthorized release or use of proprietary information by this contractor or its subcontractors.

H.10 RESERVED

H.11 GOVERNMENT FURNISHED ITEMS (EQUIPMENT, INFORMATION MATERIALS, FACILITIES OR SERVICES)

A. At the sole discretion of the government, government furnished items (GFI) may be provided to support individual task orders. If GFI is provided, delivery dates will be specified in the task order. Such equipment will be returned to the Government upon the conclusion of the contract or as specified on individual DISA Form 621.

B. At the sole discretion of the government, government furnished items (GFI) may be provided for use in the performance of individual task orders. If GFI is provided, delivery dates will be specified in the task order. These documents will be returned to the Government upon conclusion of the contract or as specified on the DISA Form 621S. If the GFI contains any proprietary information, the contractor shall handle that information in accordance with the non-disclosure provisions of this contract.

C. In the event that GFI is not provided in accordance with the delivery dates in the task orders, the contractor shall immediately notify the Contracting Officer, in writing, and provide information regarding the impact, if any, on task order performance.

D. Contractors are responsible and liable for Government items in their possession pursuant to FAR 52.245-1, and 52.245-2 as applicable.

H.12 RESERVED

H.13 RESERVED

H.14 RESERVED

H.15 RESERVED

H.16 RESERVED

H.17 RESERVED

H.18 AUTOMATION REQUIREMENTS

a. DISA intends to conduct business via Electronic Commerce (EC) to the maximum extent practical. EC is defined as the paperless exchange of business information using Electronic Data Interchange (EDI), electronic mail (e-mail), computer bulletin boards, facsimile, Electronic Funds Transfer (EFT), World Wide Web technology, purchase cards and other similar technologies.

b. EC transmissions are the accepted equivalent of paper documents for the purposes of conducting business with DITCO. Contracts entered into electronically with DITCO using EC are valid, enforceable contracts in the same manner as signed paper documents. Transactions transmitted via EC are subject to all applicable statutes and regulations.

c. Until EDI becomes operational, DISA/DITCO will identify data formats and methods of exchange as a matter of post-award contract administration when they become known on a case by case basis.

H.19 RELEASE OF NEWS INFORMATION

No news release (including photographs and films, public announcements, denial or confirmation of same) on any part of the subject matter of this contract or any phase of any program hereunder shall be made without the prior written approval of the KO and DISA Public Affairs Office and if Congressionally related, DISA's Congressional Affairs. See also Section I, DFARS clause 252.204-7000 "Disclosure of Information" and item 12 of the DD Form 254

H.20 RESERVED

H.21 RESERVED

H.22 RESERVED

H.23 RESERVED

H.24 RESERVED

H.25 RESERVED

H.26 RESERVED

H.27 RESERVED

H.28 RESERVED

CLAUSES INCORPORATED BY FULL TEXT

52.239.9001. Data Information Assurance Protection
 As prescribed in DARS 239.7103 (b), use the following clause:
DATA INFORMATION ASSURANCE PROTECTION (JULY 2006)

(a) The contractor shall protect and safeguard sensitive Government Provided Information (GFI) and data from inadvertent disclosure, misuse, display, theft, and unauthorized actions that would destroy or render the information unavailable for specific government use. Should the contractor, or one of his/her employees, make any inadvertent or any unauthorized disclosure(s) or willfully participate in activities that result in detrimental harm to the protection

and safeguarding of sensitive (GFI) and data, such actions may be considered to be a breach of this contract and the terms of the Default clause may be invoked. The contractor shall afford safeguarding consistent with the protection requirements identified by the government until such time the government deems the information/data is not no longer sensitive and provides corresponding written notification to the contractor.

(b) All contractor and support contractor personnel with access to DISA and DOD Information Systems shall complete initial information assurance awareness and annual refresher training in accordance with DOD Directive, 8570.1, IA Training, Certification, and Workforce Management.

(c) To support IA professionals, the DoD IA Portal (IA Support Environment (IASE)) provides DOD IA policy-training requirements and DoD sponsored training. The IA Portal is located at <http://iase.disa.mil>. This site also provides access to DOD Directive 8500.1, Information Assurance (IA), and DOD 8570.1-M, Information Assurance Workforce Improvement Program.

(End of clause)

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	JUL 2004
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-6	Restrictions On Subcontractor Sales To The Government	SEP 2006
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	JAN 1997
52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	JAN 1997
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	SEP 2005
52.204-2	Security Requirements	AUG 1996
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.204-7	Central Contractor Registration	JUL 2006
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	SEP 2006
52.211-1	Availability of Specifications Listed in the GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29	AUG 1998
52.211-5	Material Requirements	AUG 2000
52.215-2	Audit and Records--Negotiation	JUN 1999
52.215-10	Price Reduction for Defective Cost or Pricing Data	OCT 1997
52.215-12	Subcontractor Cost or Pricing Data	OCT 1997
52.215-14	Integrity of Unit Prices	OCT 1997
52.215-15	Pension Adjustments and Asset Reversions	OCT 2004
52.215-17	Waiver of Facilities Capital Cost of Money	OCT 1997
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other than Pensions	JUL 2005
52.215-19	Notification of Ownership Changes	OCT 1997
52.219-8	Utilization of Small Business Concerns	MAY 2004
52.219-9	Small Business Subcontracting Plan	SEP 2006
52.219-14	Limitations On Subcontracting	DEC 1996
52.219-16	Liquidated Damages-Subcontracting Plan	JAN 1999
52.222-3	Convict Labor	JUN 2003
52.222-4	Contract Work Hours and Safety Standards Act - Overtime Compensation	JUL 2005
52.222-19	Child Labor -- Cooperation with Authorities and Remedies	JAN 2006
52.222-20	Walsh-Healey Public Contracts Act	DEC 1996
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-39	Notification of Employee Rights Concerning Payment of Union Dues or Fees	DEC 2004
52.223-5	Pollution Prevention and Right-to-Know Information	AUG 2003
52.223-6	Drug-Free Workplace	MAY 2001

52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.225-1	Buy American Act--Supplies	JUN 2003
52.225-8	Duty-Free Entry	FEB 2000
52.225-13	Restrictions on Certain Foreign Purchases	FEB 2006
52.226-1	Utilization Of Indian Organizations And Indian-Owned Economic Enterprises	JUN 2000
52.227-1	Authorization and Consent	JUL 1995
52.227-2	Notice And Assistance Regarding Patent And Copyright Infringement	AUG 1996
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.229-3	Federal, State And Local Taxes	APR 2003
52.230-2	Cost Accounting Standards	APR 1998
52.230-3	Disclosure And Consistency Of Cost Accounting Practices	APR 1998
52.230-6	Administration of Cost Accounting Standards	APR 2005
52.230-7	Proposal Disclosure--Cost Accounting Practice Change	APR 2005
52.232-1	Payments	APR 1984
52.232-7	Payments Under Time-And-Materials And Labor Hour Contracts	FEB 2007
52.232-8	Discounts For Prompt Payment	FEB 2002
52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-11	Extras	APR 1984
52.232-17	Interest	JUN 1996
52.232-18	Availability Of Funds	APR 1984
52.232-19	Availability Of Funds For The Next Fiscal Year	APR 1984
52.232-20	Limitation Of Cost	APR 1984
52.232-23 Alt I	Assignment of Claims (Jan 1986) - Alternate I	APR 1984
52.232-25	Prompt Payment	OCT 2003
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003
52.233-1	Disputes	JUL 2002
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.237-3	Continuity Of Services	JAN 1991
52.239-1	Privacy or Security Safeguards	AUG 1996
52.242-4	Certification of Final Indirect Costs	JAN 1997
52.242-13	Bankruptcy	JUL 1995
52.242-15	Stop-Work Order	AUG 1989
52.242-17	Government Delay Of Work	APR 1984
52.243-3	Changes--Time-And-Material Or Labor-Hours	SEP 2000
52.244-5	Competition In Subcontracting	DEC 1996
52.244-6	Subcontracts for Commercial Items	SEP 2006
52.245-4	Government-Furnished Property (Short Form)	JUN 2003
52.245-5 Dev	Government Property (Cost-Reimbursement, Time-and- Material, or Labor-Hour Contracts) Deviation	MAY 2004
52.245-9	Use And Charges	AUG 2005
52.245-19	Government Property Furnished "As Is"	APR 1984
52.246-3	Inspection Of Supplies Cost-Reimbursement	MAY 2001
52.246-5	Inspection Of Services Cost-Reimbursement	APR 1984
52.246-6	Inspection--Time-And-Material And Labor-Hour	MAY 2001
52.246-23	Limitation Of Liability	FEB 1997
52.246-25	Limitation Of Liability--Services	FEB 1997

52.247-29	F.O.B. Origin	FEB 2006
52.249-6	Termination (Cost Reimbursement)	MAY 2004
52.251-1	Government Supply Sources	APR 1984
52.252-2	Clauses Incorporated By Reference	FEB 1998
52.253-1	Computer Generated Forms	JAN 1991
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense- Contract-Related Felonies	DEC 2004
252.203-7002	Display Of DOD Hotline Poster	DEC 1991
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Central Contractor Registration (52.204-7) Alternate A	NOV 2003
252.205-7000	Provision Of Information To Cooperative Agreement Holders	DEC 1991
252.209-7004	Subcontracting With Firms That Are Owned or Controlled By The Government of a Terrorist Country	DEC 2006
252.211-7003	Item Identification and Valuation	JUN 2005
252.215-7000	Pricing Adjustments	DEC 1991
252.215-7002	Cost Estimating System Requirements	DEC 2006
252.223-7006	Prohibition On Storage And Disposal Of Toxic And Hazardous Materials	APR 1993
252.225-7001	Buy American Act And Balance Of Payments Program	JUN 2005
252.225-7002	Qualifying Country Sources As Subcontractors	APR 2003
252.225-7007	Prohibition on Acquisition of United States Munitions List Items from Communist Chinese Military Companies	SEP 2006
252.225-7012	Preference For Certain Domestic Commodities	JUN 2004
252.225-7013	Duty-Free Entry	OCT 2006
252.225-7036	Buy American--Free Trade Agreement--Balance of Payments Program	OCT 2006
252.227-7013	Rights in Technical Data--Noncommercial Items	NOV 1995
252.227-7014	Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation	JUN 1995
252.227-7015	Technical Data--Commercial Items	NOV 1995
252.227-7016	Rights in Bid or Proposal Information	JUN 1995
252.227-7019	Validation of Asserted Restrictions--Computer Software	JUN 1995
252.227-7027	Deferred Ordering Of Technical Data Or Computer Software	APR 1988
252.227-7030	Technical Data--Withholding Of Payment	MAR 2000
252.227-7037	Validation of Restrictive Markings on Technical Data	SEP 1999
252.231-7000	Supplemental Cost Principles	DEC 1991
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	MAR 1998
252.245-7001	Reports Of Government Property	MAY 1994

CLAUSES INCORPORATED BY FULL TEXT

52.204-9000 Points of Contact (AUG 2005)

Contracting Officer

Name: Judy Simpson

Organization/Office Symbol: PL61

Phone No.: (703) 681-0255

E-Mail Address: Judy.Simpson@disa.mil

Contract Specialist

Name: AG
 Organization/Office Symbol: PL61
 Phone No.: B6
 E-Mail Address: B6

Customer/COR/TM Point of Contact
 Name: B6
 Organization/Office Symbol: SI12
 Phone No.: B6
 E-Mail Address: B6

Contractor Point of Contact Beth A. McGroder
 Contractor Legal Business Name: Anvicom Command Federal
 DUNS: B6
 CAGE CODE: 0V282
 E-Mail Address: beth.mcgroder@commandfederal.com
 Phone Number: 703-970-7331
 Fax Number: 703-876-6709

52.204-9001 Contract/Order Closeout—Fixed-Price, Time-and-Materials, or Labor-Hours

Timely contract closeout is a priority under this contract/order. The Contractor shall submit a final invoice within ninety (90) calendar days after the expiration of this contract/order, unless the Contractor requests and is granted an extension by the Contracting Officer, in writing. In addition, and concurrent with the submission of the final invoice, the Contractor shall notify the Contracting Officer of the amount of excess funds that can be deobligated from this contract/order so the closeout process can begin as soon as possible upon expiration of this contract/order. A bilateral contract/order closeout modification will be forwarded to the Contractor by the Contracting Officer and must be signed by the Contractor and returned to the Contracting Officer within thirty (30) calendar days of issuance of the modification. A Contractor's failure to respond and/or sign the bilateral closeout modification within thirty (30) calendar days of receipt will constitute approval of the terms of the modification and the modification will subsequently be processed unilaterally by the Contracting Officer to deobligate excess funds and close this contract/order.

If this contract/order contains option periods, the Contractor is required to submit an invoice within ninety (90) calendar days after expiration of the base period of performance and the expiration of each exercised option period of performance to allow for deobligation of excess funds that were obligated in those respective periods of performance.

(End of clause)

52.215-8 ORDER OF PRECEDENCE--UNIFORM CONTRACT FORMAT (OCT 1997)

Any inconsistency in this solicitation or contract shall be resolved by giving precedence in the following order:

- (a) The Schedule (excluding the specifications).
- (b) Representations and other instructions.
- (c) Contract clauses.

(d) Other documents, exhibits, and attachments.

(e) The specifications.

(End of clause)

52.216-18 ORDERING. (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

(End of clause)

CLAUSES INCORPORATED BY REFERENCE

52.216-19

Order Limitations

OCT 1995

CLAUSES INCORPORATED BY FULL TEXT

52.216-22 INDEFINITE QUANTITY. (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum". The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum".

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 03 June 2009.

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of clause)

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

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 30 months.

(End of clause)

52.232-9000 Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA)

As prescribed in 232.7004-90, use the following clause:

WIDE AREA WORKFLOW-RECEIPT AND ACCEPTANCE (WAWF-RA) (MAR 2006)

(a) As prescribed in DFARS clause 252.232-7003 Electronic Submission of Payment Requests (Jan 2004), Contractors must submit payment requests in electronic form. Paper copies will no longer be accepted or processed for payment unless the conditions of DFARS clause 252.232-7003(c) apply. To facilitate this electronic submission, the Defense Information Systems Agency (DISA) has implemented the DoD sanctioned Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA) for contractors to submit electronic payment requests and receiving reports. The contractor shall submit electronic payment requests and receiving reports via WAWF-RA. For payment problems related to WAWF-RA, the contractor should contact the Acceptor identified.

(b) Definitions:

Acceptor: Contracting Officer's Representative, Task Monitor, or other government acceptance official as identified in the contract/order.

Local Processing Office (LPO): Government office responsible for certifying invoices.

Pay Official: Defense Finance and Accounting Service (DFAS) payment office identified in the contract/order.

SHIP To/Service Acceptor DoDAAC: Acceptor DoDAAC or DCMA DoDAAC (as specified in the contract/order).

LPO DoDAAC: Certifying Office DoDAAC (only required when the Payment Office is DFAS Pensacola and the LPO DoDAAC field is marked as mandatory in WAWF-RA).

DCAA Auditor DoDAAC: Used when DCAA invoice approval is required by the contract/order and the field is marked as mandatory in WAWF-RA. (Click the DCAA Audit Office Locator Link in WAWF-RA and enter zip code of your CAGE code address).

(c) WAWF-RA Contractor Input Information - **** IMPORTANT! ****

The contractor shall use the following information in creating electronic payment requests in WAWF-RA:

To create electronic payment requests and receiving reports, go to the following WAWF-RA production website at <https://wawf.eb.mil>.

Invoice Type in WAWF-RA:

If billing for Materials Only, select "Combo"

If billing for Materials and Service, select "Combo"

If billing for Services Only, select "2-n-1 (Services Only)"

If billing for Cost Type/Reimbursable Contracts, select "Cost Voucher"

(**Cost Vouchers are only used when contracts/orders require invoices be sent to DCAA for approval.**)

Acceptor:

Ship To/Service Acceptor DoDAAC: HQ1001

Name: *SC*

Phone Number *SC*

E-Mail: *SC*

Pay Official: DFAS Columbus Pay DoDAAC: HQ0131

For payment processing questions, contact the respective DFAS office as specified in the contract/order:

Columbus Center -- 1-800-756-4571

E-Mail Notifications: To facilitate payment processing, the contractor shall send an additional e-mail notification to the Acceptor by clicking on the "Send More Email Notifications" link after submitting a document in WAWF.

(d) Points of Contact: Reference clause 52.204-9000, Points of Contact, for Contracting Officer, Contract Specialist, Customer/COR/TM and Contractor Points of Contact information.

(e) Information: Additional DISA WAWF guidance and information for both contractor and government personnel is available at <http://www.ditco.disa.mil/hq/WAWF/>.
(end of clause)

52.244-2 SUBCONTRACTS (AUG 1998)

(a) Definitions. As used in this clause--

Approved purchasing system means a Contractor's purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulation (FAR).

Consent to subcontract means the Contracting Officer's written consent for the Contractor to enter into a particular subcontract.

Subcontract means any contract, as defined in FAR Subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contract or a subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

(b) This clause does not apply to subcontracts for special test equipment when the contract contains the clause at FAR 52.245-18, Special Test Equipment.

(c) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (d) or (e) of this clause.

(d) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that--

(1) Is of the cost-reimbursement, time-and-materials, or labor-hour type; or

(2) Is fixed-price and exceeds--

(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.

(e) If the Contractor has an approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts:

(f)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (c), (d), or (e) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor's current, complete, and accurate cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting--

(A) The principal elements of the subcontract price negotiations;

(B) The most significant considerations controlling establishment of initial or revised prices;

(C) The reason cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to quantify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(2) The Contractor is not required to notify the Contracting Officer in advance of entering into any subcontract for which consent is not required under paragraph (c), (d), or (e) of this clause.

(g) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination--

(1) Of the acceptability of any subcontract terms or conditions;

(2) Of the allowability of any cost under this contract; or

(3) To relieve the Contractor of any responsibility for performing this contract.

(h) No subcontract or modification thereof placed under this contract shall provide for payment on a cost-plus-a-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

(i) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(j) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR Subpart 44.3.

(k) Paragraphs (d) and (f) of this clause do not apply to the following subcontracts, which were evaluated during negotiations:

(End of clause)

52.247-1 COMMERCIAL BILL OF LADING NOTATIONS (FEB 2006)

When the Contracting Officer authorizes supplies to be shipped on a commercial bill of lading and the Contractor will be reimbursed these transportation costs as direct allowable costs, the Contractor shall ensure before shipment is made that the commercial shipping documents are annotated with either of the following notations, as appropriate:

(a) If the Government is shown as the consignor or the consignee, the annotation shall be:

"Transportation is for the _____ and the actual total transportation charges paid to the carrier(s) by the consignor or consignee are assignable to, and shall be reimbursed by, the Government."

(b) If the Government is not shown as the consignor or the consignee, the annotation shall be:

"Transportation is for the _____ and the actual total transportation charges paid to the carrier(s) by the consignor or consignee shall be reimbursed by the Government, pursuant to cost-reimbursement contract no.: _____. This may be confirmed by contacting _____."

(End of clause)

52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any insert regulation name (48 CFR) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

Section J - List of Documents, Exhibits and Other Attachments

ATTACHMENTS AND EXHIBITS

PART III- List of Documents, Exhibits, and Other Attachments

SECTION J

LIST OF ATTACHMENTS

J.1 List of Attachments

Attachment 1 DD Form 254, Contract Security Classification Specification

J.2 List of Exhibits

Exhibit A DD1423, Contract Data Requirements List w/ Data Item Descriptions

DD254

**Enclosure 1 to Statement of Work (SOW), Defense Information Systems Agency (DISA)
Information System Infrastructure (DISANet) Operations, Administration, and Expansion**

As indicated in paragraph 9.0 of the SOW, Key Personnel performing on this contract shall meet the minimum requirements for the specific labor category described, unless a specific waiver is requested from the government and the waiver approved by the government. It is suggested that non-key personnel meet the minimum requirements for the specific labor category described. Based upon the review of resume's, the government will have final approval/disapproval of all proposed Contractor personnel. Any change in personnel will require submission of the new resumes to the Contracting Officer's Representative (COR) for approval by the Contracting Officer.

As indicated in paragraph 9.0 of the SOW, the labor categories listed below are representative of the personnel required to provide the support specified in the SOW. Limited additional labor categories may be added, either as determined by the government, or in response to Contractor recommendation, as the DISANet evolves to meet new or changing technologies. Individual task/delivery orders may also require unique labor category descriptions, which will be specified by the government in the specific task or delivery order.

LABOR CATEGORIES:

1. PROGRAM MANAGER.

a. Duties. The Contract Program Manager (PM) shall serve as the Contractor Manager and shall be the Contractor's authorized point of contact with the Contracting Officer, the Contracting Officer's Representative (COR), and with other management representatives at DISA. The PM shall also interface with government management personnel, other customer Agency representatives, and Contractor managers. He/she is responsible for formulating and enforcing work standards, and assigning, scheduling and reviewing work. He/she disseminates policies, purposes, and goals of the organization to subordinates. The PM makes binding decisions on behalf of the company represented with regard to all aspects of the contract and ensures deliverables are received by the government on schedule and within estimated costs. In summary, he/she is the individual with overall responsibility for the performance of all Contractor efforts. This person shall be considered Key Personnel. It is estimated that the government will require full time support in this position for the first year of the contract. The support required is expected to decrease to half time by the beginning of the third year.

b. Experience: A total of eight (8) years of demonstrated experience within the last ten (10) years is required for this position. Five (5) years must be specialized experience. The remainder may be specialized or general experience. Must have demonstrated experience in oral and written communications with all levels of management; demonstrated experience to manage substantial development contract support operations involving multiple projects; and

demonstrated experience to negotiate and make binding decisions on behalf of the company represented. Must be experienced with multi-vendor environment.

Specialized Experience. Supervision and management of information systems projects involving fifty (50) or more people.

General Experience. Demonstrated progressively difficult information systems management experience.

2. TASK/PROJECT MANAGER.

a. Duties. The Task/Project Manager (TPM) shall serve as the Contractor task leader for a specific task or delivery order. The TPM shall interface directly with the government Task Monitor to receive technical direction and guidance for task performance. He/she performs evaluation of current information system activities, plans and directs all phases of the work effort and ensures tasks are completed within negotiated time frames, budgets, and technical specifications. The TPM reports in writing and orally to government Task Monitors and the COR. The TPM shall be considered Key Personnel.

b. Experience: A total of five (5) years of demonstrated experience within the last ten (10) years is required for this position. Three (3) years must be specialized management experience as defined below. The remainder may be specialized or general experience. Must demonstrate experience for oral and written communications with all levels of management; and demonstrate experience in each duty described above.

Specialized Experience. Supervision and management of information systems projects involving twenty (20) or more people. Should have experience with management of projects using a software engineering methodology such as Institute of Electrical and Electronics Engineers/Electronic Industries Association (IEEE/EIA) 12207.0, Industry Implementation of International Organization for Standardization/International Electrotechnical Commission (ISO/IEC) 12207, Standard for Information Technology--Software Life Cycle Processes.

General Experience. Demonstrated progressively difficult information systems management experience.

3. SENIOR SYSTEMS INTEGRATION ENGINEER.

a. Duties. Conducts enterprise-wide analyses and evaluations of equipment, network, and/or applications technologies; develops plans and designs; and constructs and integrates new technologies into the worldwide DISANet infrastructure. Follows guidance established in DoD standards (e.g., common operating environment (COE) and open systems architectures). Configures, tests, and installs state-of-the-art LAN infrastructure, services, desktop, and security technologies. Serves as the primary DISA technical contact with technical counterparts of original equipment manufacturers (OEMs) to identify source of problems that arise in integrating

new equipment, network, and/or applications technologies into the existing DISANet environment. May recommend to OEMs how their products should be modified to permit successful integration into the DISANet environment. Successfully resolves complex and difficult interoperability problems that involve multiple systems and their related interfaces. Determines testing criteria and methodology for network equipment, and/or network and/or applications technologies prior to fielding on the DISANet, prepares the data to be used in testing, and analyzes the results of the tests. Analyzes new network and/or applications requirements and technologies and recommends selection of equipment, network, and/or applications software technologies for use within the DISANet infrastructure. Analyzes emerging network and/or applications technologies and recommends which technologies should be selected for future use on the DISANet, makes recommendations for migrating future technologies into the DISANet infrastructure. Designs small- to large-scale information systems and/or aids in their installation on the DISANet. Analyzes existing mainframe-, minicomputer-, and microcomputer-based information systems to recommend any modifications to interfaces required to integrate those information systems into the DISANet. Prepares status reports and delivers presentations concerning system concepts to colleagues, lower level employees, and user representatives. Assists in developing system documentation and software support. Works with DISANet systems administrators and users. Acts as technical project leader and provides technical direction to lower level employees.

b. **Experience.** A total of eight (8) years of demonstrated work experience within the last ten (10) years is required. Six (6) of the eight (8) years must be comprehensive technical analytical experience with large-scale information systems; computer operating systems (e.g., DOS, Windows 95/98, Windows NT, Windows 2000, UNIX); network operating systems for Local Area Networks (LANs), Wide Area Networks (WANs) and Metro Area Networks (MANs)(e.g., Windows NT); client/server implementations; internet and host protocols (e.g., Transmission Control Protocol/Internet Protocol (TCP/IP)); e-mail systems; router, and switch configurations and associated technologies (including Asynchronous Transfer Mode (ATM), Fiber Distributed Data Interface (FDDI), and 10/100/100 Mb Ethernet); networked system security and with the implementation of network and system management systems, preferably Hewlett-Packard (HP) OpenView, Tivoli framework, and VoiceOver IP.

Specialized Experience. Specialized experience in the design, development, and implementation of complex large-scale information systems.

General Experience. Demonstrated experience in solving progressively difficult and complex technical problems involving large-scale information systems and experience with technical supervision of personnel.

4. **SENIOR TELECOMMUNICATIONS ENGINEER**

a. **Duties.** Designs, and/or manages, critical command and control circuitry supporting DISA operations worldwide, the Global Network Operations Security Center (GNOSC), the Regional Network Operations Security Centers, and the National Communications System (NCS) circuits. Analyzes network topology and data traffic patterns of large complex networks,

prepares documentation to convey problem analysis. May recommend solutions for network reconfiguration as necessary to support the customer. Designs, and/or manages, transition to next generation network management equipment and technologies. Determines testing criteria and methodology for network management equipment prior to fielding, prepares the data to be used in testing, and analyzes the results of the tests. Assists in the planning, implementation, or transition of circuit technologies, i.e., the transition of Integrated Digital Network Exchange (IDNX) circuits to the Defense Integrated Switched Network (DISN) ATM backbone. Recommends new test equipment for, and/or manages, monitors, and uses, all test equipment associated with, circuit diagnostics and troubleshooting. Plans implementation of, and/or installs and activates, high speed circuits. May act as technical project leader and provide technical direction to lower level employees.

Specific duties within the DISANet Control Center (DCC) may include: manages, monitors, configures, and updates as necessary the data and video gateways between the NCS and the Federal Emergency Management Agency (FEMA). Uses the DCC network monitoring devices to analyze networks status and performance. Diagnoses and troubleshoots all low level network components, including all physical layers, Channel Service Units (CSU□s)/Digital Service Units (DSU□s), CRYPTO when necessary, and all levels of network components.

b. **Experience.** A total of five (5) years of demonstrated experience in the last eight (8) years is required for this position. Four (4) years of progressive demonstrated teleprocessing experience is also required. Must have a working knowledge of internet and host protocols, Windows NT (or Windows 2000) LANs, WANs, and MANs. Must have demonstrated abilities in data analysis and network documentation. Experience with FDDI and 10/100/1000 Mb Ethernet networking techniques is preferred. Must have experience with CISCO routers and switches; Access Control Lists (ACLs) and Firewall technology; configuration techniques and implementation; and network monitoring systems such as HP OpenView or Spectrum.

Specialized Experience. Demonstrated specialized experience with common operating environment capable equipment in an Ethernet/802/3 TCP/IP environment. Specialized experience in telecommunications circuit work, frame relay and ATM networks, VoiceOver IP, Defense Communications System (DCS) communications, DISANet, Integrated Services Digital Network (ISDN), Digital Signal Level 0 (DSO), Digital Signal Level 1 (DS1), physical interfaces, matrix switch configurations, and COMSEC interfaces is preferred.

General Experience. Demonstrated experience in solving progressively difficult and complex technical problems involving large-scale information systems.

5. SENIOR NETWORK ENGINEER.

a. **Duties.** Analyzes and resolves complex network problems involving multiple systems and their associated interfaces through all phases of systems analysis and design. Follows guidance established in DoD Standards (e.g., common operating environment and open systems architectures). Configures, tests, and installs state-of-the-art LAN infrastructure, services, desktop, and security technologies. Evaluates equipment, network, and/or applications technologies and makes recommendation for implementation into the DISANet infrastructure. Aids in the planning, design, and installation on the network of small- to large-scale information systems. Evaluates existing information systems as to their interface to the network and recommends changes to them. Prepares test data for information systems. Assists user in system documentation and software support for information systems. Provides technical and administrative direction for personnel including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the TPM to ensure problem resolution and user satisfaction. Prepares milestones status reports and delivers presentations on the system concept to colleagues, subordinates, and user representatives. Supervises and provides technical direction to lower level engineers who are assigned to assist. Interfaces with the user. Participates in and conducts structured walkthroughs.

b. **Experience.** A total of six (6) years of demonstrated experience within the last eight (8) years is required for this position. Four (4) years must be demonstrated specialized experience. Must have two years experience in supervising and managing at least five people in the voice and data environment. Must have demonstrated experience with TCP/IP Services and security, enterprise databases, the common operating environment, UNIX, Windows NT, Windows 2000, Windows based applications, Ethernet, ISDN, frame relay and ATM networks, and LAN/WAN technology.

Specialized Experience. Demonstrated specialized experience may be required in the application of telecommunications engineering principles to include experience in LANs, fiber optics, microwave, and the analysis, planning, design and development of specifications for telecommunications systems and networks. Experience with routers/switches and related protocols, hubs,

firewalls, intrusion detection systems, dial-in communications systems, communication circuits, cabling backbone systems, and encryption devices. Knowledge of emerging technologies as related to the integration of voice and video on data networks.

General Experience. Demonstrated progressive analysis experience in large-scale information systems and experience in supervision of ADP technical and administrative personnel.

6. NETWORK ENGINEER.

a. Duties. Resolves problems involving multiple systems and associated interfaces involving all phases of system analysis and design. Assists in developing plans for installation of information systems on the network from project inception to conclusion. Analyzes the problem and information to be processed. Defines the problem, and develops network requirements and network specifications. Coordinates closely with programmers to ensure proper implementation of program and system specifications. May be required to act as a team leader for various DISANet implementations. Confers with functional managers to determine requirements and recommends alternative solutions. Follows guidance established in DoD Standards and IEEE/EIA 12207.0, Industry Implementation of ISO/IEC 12207, Standard for Information Technology--Software Life Cycle Processes. Maintains information systems that may be implemented on mainframe(s), minicomputer(s), or microcomputer(s). Evaluates existing information systems and recommends changes to them as relates to networking. Assists user in system documentation and software support for information systems. Prepares test data for the information systems. Interfaces with the user. Participates in and conducts structured walkthroughs.

b. Experience. A total of four (4) years of demonstrated experience within the last six (6) years is required for this position. Two (2) years must be demonstrated experience in analysis and programming of applications on small- to large-scale computers and in the design and programming of complex information systems. Must have demonstrated experience with TCP/IP services and security, enterprise databases, the common operating environment, UNIX, Windows NT, Windows 2000, Windows based applications, Ethernet, ISDN, frame relay and ATM networks, and LAN/WAN technology.

Specialized Experience. Experience may be required in analysis, planning, design, and development of specifications for telecommunications systems and networks. Experience with routers/switches and related protocols, hubs, firewalls, intrusion detection systems, dial-in communications systems, communication circuits, cabling backbone systems, and encryption devices. Knowledge of emerging technologies as related to the integration of voice and video on data networks.

General Experience. Demonstrated experience in work of a technical nature at progressively increasing levels of responsibility, including positions such as Junior Systems Analyst or Programmer.

7. SENIOR PROGRAMMER.

a. **Duties.** Develops required logic charts and diagrams for information systems. Translates detailed design into computer programs. Tests, debugs, and defines the computer program to produce the required product. Advises Senior System Analysts on preparing input and test data for the proposed system. Follows guidance established in DoD Standards and IEEE/EIA 12207.0, Industry Implementation of ISO/IEC 12207, Standard for Information Technology--Software Life Cycle Processes. Maintains information systems that may be implemented on mini-computer(s) or micro-computer(s). Evaluates existing information systems and recommends changes to them. Provides software support for information systems. Prepares test data for the information systems. Interfaces with the user. Participates in structured walkthroughs.

b. **Experience.** A total of four (4) years of demonstrated experience is required for this position. Three (3) years must be demonstrated experience in analysis, design, software development, and programming of applications on small- to large-scale computers (mini and micro). Must demonstrate knowledge of two or more of the following languages: C, C++, Visual Basic, WinBatch, or SQL. In addition, must have experience with common operating environment scripting languages and capable hardware.

Specialized experience. Experience in the design and programming of complex information systems.

General Experience. Demonstrated experience in work of a technical nature at progressively increasing levels of responsibility, including positions such as Programmer or Junior Programmer.

8. **COMPUTER SECURITY ANALYST/SPECIALIST.**

a. **Duties.** Provides expertise in the implementation of DoD related security policy. Recommends and implements policy and procedures for local security programs. Provides system design expertise to ensure that as new systems are designed, security implications and security requirements are incorporated into the system from the initial design phase. Reviews network designs, database system designs, communication engineering designs, etc. as they relate to security requirements. Performs security audits during the development and testing of new systems. Conducts RED/BLACK inspections, responds to security penetration studies, and is responsible for other types of security oriented studies. Configures and maintains a TCP/IP based security monitoring and analysis program for the DISANet including the development, implementation and analysis of reports and logs produced by firewalls, intrusion protection devices, and TCP/IP service logs. Ensures that the latest documents addressing security are maintained by the Contractor. Follows guidance established in DoD Information Systems Standards.

b. **Experience.** Three (3) years of demonstrated experience in DoD ADP security matters and regulations including both physical and logical security is required.

Specialized Experience. Demonstrated experience in defining computer security requirements for high level applications, evaluation of security products and capabilities, and development of solutions to multi-level security issues.

General Experience. Demonstrated experience in information security to include both physical and ADP security.

9. SENIOR PC APPLICATION SPECIALIST.

a. **Duties.** Analyzes, develops, designs, installs, implements and/or evaluates software products or languages for the worldwide DISANet LAN/WAN environment. Performs application benchmarking and network optimization to include identification of all required software and appropriate documentation according to software engineering procedures as established in DoD standards (e.g., common operating environment and open systems architectures) and IEEE/EIA 12207.0, Industry Implementation of ISO/IEC 12207, Standard for Information Technology--Software Life Cycle Processes. Provides ongoing operations and maintenance and configuration management support for DISANet standard applications and user-developed management information system applications. Assists in the design and development of utilities for customization of the network and provides ongoing maintenance and enhancement of existing software applications. Provides expert support to Help Desk personnel to assist them in providing services to the users of DISANet.

b. **Experience:**

Must have three (3) years of demonstrated experience within the last five (5) years in PC application use, testing, use of Windows NT based applications, Ethernet networks, and LAN/WAN technology.

Specialized Experience. One (1) year of experience should be demonstrated experience in the use of the set of PC applications currently considered as DISANet standard packages.

General Experience. Demonstrated experience in work of a technical nature at progressively increasing levels of responsibility, such as Junior Programmer or Programmer.

10. NETWORK CONTROL SPECIALIST:

a. **Duties.** Maintains teleprocessing software. Locates, identifies, and resolves causes for a teleprocessing system failure. Operates and maintains diagnostic network tools. Monitors network performance. Aids in the planning for new devices to be added to the network and in network capacity planning. Installs and troubleshoots 10-T cable, controllers, terminals, concentrators, printers, and modems. This position could require shift work.

b. **Experience.** Four years of progressive demonstrated teleprocessing or network management experience is preferred for this position. Must demonstrate a working knowledge of the internet and host protocols, Windows NT or Windows 2000 LANs/WANs/MANs, and experience with Ethernet, FDDI and broadband ATM networks. Must have demonstrated knowledge of HP OpenView and/or Spectrum network monitoring equipment. Experience with common operating environment capable equipment in an Ethernet TCP/IP protocol environment, frame relay and ATM networks, matrix switch configurations, and COMSEC interfaces is preferred.

Specialized Experience. Two (2) years experience as a Network Control Specialist (or equivalent) in a multi-vendor computer environment.

General Experience. Must demonstrate experience in installing and maintaining teleprocessing hardware and software. This includes diagnosing and resolving teleprocessing problems.

11. NETWORK ADMINISTRATOR (Senior)

a. **Duties.** Provides day-to-day operations and administrative support for the DISANet environment. This support will include monitoring the operation of the network using the government furnished equipment, i.e., file servers, workstations, gateways, bridges, routers, etc., as implemented on the network; running typical network backup and maintenance procedures; and providing on-site assistance to users, as required.

b. **Experience:**

SENIOR NETWORK ADMINISTRATOR. Six (6) or more years of progressively responsible experience in LAN operations and maintenance is required.

Specialized Experience. Senior Network Administrator: three (3) years demonstrated experience in operation and maintenance of a large LAN (more than 1000 users) located at multiple sites.

General Experience. Demonstrated experience in work of a technical nature including increasing responsibilities with ADP systems.

12. PROCUREMENT SPECIALIST.

a. **Duties.** Acquires equipment (hardware and software) for use on the DISANet and on other networks for which the DISA Information Systems Center has operational responsibility. May conduct feasibility studies concerning hardware and software capabilities and configurations. Prepares reports, studies, and other documents concerning hardware and software procurement. May prepare functional requirements and specifications for hardware and software acquisitions. Coordinates with all appropriate government and Contractor personnel. Performs or participates in the evaluation and selection of products and/or sources that best meet

and satisfy requirements. Procures information systems hardware and software in accordance with current government regulations and policy.

- b. **Experience.** Three (3) years of demonstrated experience in the acquisition of hardware and software for a large computer network is required.

Specialized experience. Experience in acquisition of software in accordance with government procurement rules and regulations.

General Experience. Experience in general information systems responsibilities to include procurement of equipment or computer equipment analysis.

13. TELECOMMUNICATIONS SPECIALIST.

- a. **Duties.** Analyzes the network topology and data traffic patterns of a complex data communications network. Must have detailed knowledge and comprehensive experience in the system software elements of teleprocessing to include telecommunications access methods, telecommunications monitors, and operating systems. Follows guidance established in DoD Standards. Conducts feasibility studies concerning data communications and data networks. Evaluates teleprocessing hardware and software. Participates in the design and maintenance of data communication systems. Analyzes proposed and existing information systems in terms of data communication requirements and costs. Prepares functional specifications for the acquisition of commercially available teleprocessing products and solutions.

- b. **Experience.** Three (3) or more years of general experience in the communications industry is required. Experience must include both local area and long-haul networks and internet and host protocols. Must have experience in network design and data security procedures.

Specialized Experience. Experience with common operating environment capable equipment and other equipment described in Section 2.1 of the SOW.

General Experience. Two (2) years of progressive demonstrated teleprocessing experience is preferred.

14. ELECTRONICS TECHNICIAN (CLASS II/III)

- a. **Duties:** Installs, troubleshoots, repairs, and maintains networked telecommunications and computer systems. Installs equipment and its connections including conduit, cable and junction boxes to support a wide variety of data communications requirements for interconnecting both secure and non-secure information systems network equipment (including workstations, PCs, printers, VoIP phones, and secure phones). Configures PC and cable plant equipment and components, tests (prior to and after installation), performs operational checkout and acceptance, and documents the new cable plant or network segment. Loads PC software. Terminates and splices twisted pair, coaxial and fiber optic cables as necessary and specified by the particular

task/delivery order. Ensures that all installations conform to DISA Information Systems Center network standards and procedures, and DoD and DISA applicable Security rules and regulations.

b. Experience.

(1) **ELECTRONICS TECHNICIAN (CLASS III)**. Requires a minimum of five years experience in the installation, maintenance, and testing of Service Cryptologic Elements (SCE) digital communications and/or ADP equipment. Must have a thorough knowledge of ADP/telecommunications equipment, high speed equipment, cryptographic equipment, secure telephone equipment, and the various modems, multiplexers, clock systems currently utilized by the SCE Communications Centers. Must have experience in the preparation of installation specifications, bill of materials, and as-built station records. Must have experience in supervising ADP/telecommunications installation teams.

(2) **ELECTRONICS TECHNICIAN (CLASS II)**. Requires a minimum of three years experience in the installing, testing, and maintaining Communications Center and/or ADP equipment including low and high speed equipment, cryptographic equipment, secure telephone equipment, and the various modems, multiplexers, technical control facilities and ADP terminal devices. Must be thoroughly familiar with ADP/telecommunications equipment test procedures, and the utilization of various types of test equipment including data scopes, distortion analyzers, etc. Must have experience in resolving technical problems both electrical and mechanical in nature. Must be capable of independent work in the technical control facility area, cryptographic area, or terminal area, under only general supervision of the installation supervisor.

Specialized Experience. For Electronics Technician (Class III), must have demonstrated experience in the practical applications of NACSIM 5203, Military Standard 188, RS-232, and IEEE 802.3. For Electronics Technician (Class II), must have experience that reflects a working knowledge of the provisions of the NACSIM 5203, Military Standard 188, RS-232, and IEEE 802.3.

15. ADMINISTRATIVE ASSISTANT.

a. **Duties.** Assists the Program Manager in preparing briefings and reports using standard office automation hardware and software; monitoring task/project technical and financial performance using automated project management tools; reviewing project deliverables to ensure compliance with contractual requirements; reviewing invoices and travel vouchers; coordinating with the corporate Facility Security Office in processing employee clearance requests; and providing general office management duties including issuing and controlling pagers, making travel arrangements, and updating employee rosters.

b. **Experience.** Proficiency in the use of state-of-the-art office automation equipment and software required. A knowledge of DoD organization, Joint Travel Regulations, and general procedures is required.

Specialized Experience. Experience in the use of the suite of office automation applications currently in use on the DISANet is preferred.

16. Senior Systems Engineer.

- a. Duties. Works independently or under only general guidance from the Government Task Officer to provide day-to-day systems operations and administration support for the DISANet environment. Monitors the operation of the network consisting of file servers, workstations, bridges, routers, etc., as implemented on the network. Runs typical backup and maintenance procedures using backup software. Provides on-site assistance to users as required. Identifies and corrects network security problems in accordance with Agency security documentation and procedures. Resolves, or recommends solutions to problems arising in the interaction of servers. Installs, maintains, and configures firewall and web servers. Provides support to geographically separate servers on a classified network. Installs server and client software on workstations.
- b. Experience. Requires a total of six (6) years of demonstrated work experience, with three to five (3-5) years of specialized experience. Demonstrated experience in workstations, file systems, networking (TCP/IP, SNA, NFS, Ethernet, Fast Ethernet); hardware experience with computer systems, peripherals, cabling, and Voice over IP; ability to work independently or coordinate with a team; and good communication skills. Three (3) to five (5) years of specialized experience in systems administration, preferably in the operations and maintenance of a large LAN (more than 1000 users) located at multiple sites. Demonstrated experience in work of a technical nature at progressively increasing levels of responsibility.

17. Principal Information Engineer.

- a. Duties. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Utilizes performance analysis to predict performance trends, and identify unique and systemic performance anomalies. Provides specialized knowledge of systems operations, risk management principles, and leading edge industry technologies to develop enterprise level migration and consolidation plans that result in minimum risk, optimum performance solutions. Interfaces with all levels of IT customer and operations staff. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools such as Integrated Computer-Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop strategic migration and planning documents. Provides technical guidance on engineering techniques and system design and technology issues relating to technology insertion, system migration, and consolidation.

- b. Experience. Master's Degree in an information technology or engineering field or Bachelor's plus 10 years creditable experience.

18. Information Technology Expert.

- a. Duties. With minimal direction, provides expert support, analysis and research into exceptionally complex problems and processes relating to the subject matter. Serves as technical expert on executive-level project teams providing technical direction, interpretation and alternatives. Thinks independently and demonstrates exceptional written and oral communications skills. Applies extensive technical expertise, and has full knowledge of other related disciplines. Guides the successful completion of major programs and may function in a project leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Work is performed without appreciable direction. Exercises considerable latitude in determining technical objectives of assignment. Expertise is in a particular area of Information Technology (e.g., Information Systems Architecture, Telecommunications Systems Design, Architecture, Implementation, Information Systems Integration, Security Engineering, Communications and Network Systems Management), or a specific functional area.
- b. Experience. Masters in Information Technology or Engineering field with 10 years of relevant experience.

19. Senior Information Technology Expert.

- a. Duties. Serves as an Information Technology Management Expert. Provides expert support, analysis and research into exceptionally complex problems, and processes relating to the subject matter. Serves as technical expert on executive-level project teams providing technical direction, interpretation and alternatives. Thinks independently and demonstrates exceptional written and oral communications skills. Applies extensive technical expertise, and has full knowledge of other related disciplines. Guides the successful completion of major programs and may function in a project leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Work is performed without appreciable direction. Exercises considerable latitude in determining technical objectives of assignment. Expertise is in a particular area of Information Technology (e.g., Information Systems Architecture, Telecommunications Systems Design, Architecture, Implementation, Information Systems Integration, Security Engineering, Telecommunications and Network Systems Engineering and Management), or a specific functional area. Designs, develops and manages implementation of risk assessment and business contingency planning framework, methodology and tools to ensure business continuity of operations across a large, multi-division, decentralized organization. Supports multi-language, multi-platform and multi-operating system operations. Recognizes and recommends new or emerging technology or software to satisfy functional requirements and processes.

Provides highly technical and/or specialized guidance concerning automation solutions to complex information processing problems related to the subject field. Plans layout and installation of new systems or modification of existing systems.

- b. Experience. Masters in Information Technology or Engineering field with 12 years of relevant experience.

20. Executive Information Technology Consultant.

- a. Duties. Serves as the Principal Technology Information Management Expert. Provides expert support, analysis and research into exceptionally complex problems, and processes relating to the subject matter. Serves as technical expert on executive-level project teams providing technical direction, interpretation and alternatives. Thinks independently and demonstrates exceptional written and oral communications skills. Applies extensive technical expertise, and has full knowledge of other related disciplines. Guides the successful completion of major programs and may function in a project leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Expertise is in a particular area of Information Technology (e.g., Information Systems Architecture, Telecommunications Systems Design, Architecture, Implementation, Information Systems Integration, Security Engineering, Telecommunications and Network Systems Engineering and Management), or a specific functional area. Designs, develops and manages implementation of risk assessment and business contingency planning framework, methodology and tools to ensure business continuity of operations across a large, multi-division, decentralized organization. Supports multi-language, multi-platform and multi-operating system operations. Recognizes and recommends new or emerging technology or software to satisfy functional requirements and processes. Manages and implements large, complex information technology systems. Experienced in advising senior executives on effective utilization of information technology systems and reengineering to meet business objectives. Provides technical expertise in defining and solving complex computing problems within well-defined areas of responsibility.

- b. Experience. Masters in Information Technology or Engineering field and 15 years relevant experience.

21. Facility Security Officer

- a. Duties. The Facility Security Officer (FSO) is responsible for the overall security program of a cleared contractor, operating within the constraints of the National Industrial Security Program Operating Manual (NISPOM). The FSO is proficient in Electronic Questionnaire for Investigation Processing (e-QIP) and Joint Personnel Adjudication System (JPAS). The FSO is the primary liaison between the Defense Security Service (DSS) for security reviews and compliance with the NISPOM. The FSO interfaces with

other government organizations and cleared contractors for the purposes of submitting
Visitor and Badge Requests

EXHIBITS

CONTRACT DATA REQUIREMENTS LIST										Form Approved OMB No. 0704-0188	
<p>The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Service Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.</p>											
A. CONTRACT LINE ITEM NO.			B. EXHIBIT			C. CATEGORY: TDP <input checked="" type="checkbox"/> TM <input type="checkbox"/> OTHER <input type="checkbox"/> Misc <input type="checkbox"/>					
D. SYSTEM/ITEM DISANet Operations Support				E. CONTRACT/PR NO.				F. CONTRACTOR			
1. DATA ITEM NO. 005	2. TITLE OF DATA ITEM Contractor's Configuration Management Plan					3. SUBTITLE Updates to Configuration Mgmt					
4. AUTHORITY (Data Acquisition Document No.) DI-CMAN-80858B				5. CONTRACT REFERENCE SOW Para 8.0				6. REQUIRING OFFICE DISC			
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ		a. ADDRESSEE			b. COPIES				
16. REMARKS	DISC	Draft	Final	Reg	Repro	0	1	0	15. TOTAL		
1. DATA ITEM NO. 006	2. TITLE OF DATA ITEM Engineering Drawings					3. SUBTITLE Updates to Cable Plant diagrams					
4. AUTHORITY (Data Acquisition Document No.) DI-DRPR-80651				5. CONTRACT REFERENCE SOW Para 8.0				6. REQUIRING OFFICE DISC			
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ		a. ADDRESSEE			b. COPIES				
16. REMARKS	DISC	Draft	Final	Reg	Repro	0	1	0	15. TOTAL		
1. DATA ITEM NO. 007	2. TITLE OF DATA ITEM Software User Manual					3. SUBTITLE Updates User Tech Manuals/doc					
4. AUTHORITY (Data Acquisition Document No.) DI-IPSC-81443A				5. CONTRACT REFERENCE SOW Para 8.0				6. REQUIRING OFFICE DISC			
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ		a. ADDRESSEE			b. COPIES				
16. REMARKS Includes updating on-line User and Technical Manuals, preparing DISANet notices, etc.	DISC	Draft	Final	Reg	Repro	0	1	0	15. TOTAL		
1. DATA ITEM NO. 008	2. TITLE OF DATA ITEM Computer Operations Manual					3. SUBTITLE Updates User Tech Manuals/doc					
4. AUTHORITY (Data Acquisition Document No.) DI-IPSC-81446A				5. CONTRACT REFERENCE SOW Para 8.0				6. REQUIRING OFFICE DISC			
7. DD 250 REQ LT	8. DIST STATEMENT REQUIRED N/A	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ		a. ADDRESSEE			b. COPIES				
16. REMARKS 03	DISC	Draft	Final	Reg	Repro	0	1	0	15. TOTAL		
G	H. DATE 1 May 07	I. DATE	J. DATE 1 May 07								

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE


CONTRACT DATA REQUIREMENTS LIST										Form Approved OMB No. 0704-0188	
<p>The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Service Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.</p>											
A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY: TDP <input checked="" type="checkbox"/> TM <input type="checkbox"/> OTHER <input type="checkbox"/> Misc <input type="checkbox"/>							
D. SYSTEM/ITEM DISANet Operations Support				E. CONTRACT/PR NO.				F. CONTRACTOR			
1. DATA ITEM NO. 009	2. TITLE OF DATA ITEM Training Conduct Support Document				3. SUBTITLE Training Plan						
4. AUTHORITY (Data Acquisition Document No.) DI-ALSS-81523			5. CONTRACT REFERENCE SOW Para 8.0			6. REQUIRING OFFICE DISC					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	N/A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ			a. ADDRESSEE		b. COPIES			
16. REMARKS						Draft	Final	Reg	Repro		
15. TOTAL										0 1 0	
17. PRICE GROUP											
18. ESTIMATED TOTAL PRICE											
1. DATA ITEM NO. 010	2. TITLE OF DATA ITEM Test Plan				3. SUBTITLE Test Plan						
4. AUTHORITY (Data Acquisition Document No.) DI-NDTI-80566			5. CONTRACT REFERENCE SOW Para 8.0			6. REQUIRING OFFICE DISC					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	N/A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ			a. ADDRESSEE		b. COPIES			
16. REMARKS						Draft	Final	Reg	Repro		
15. TOTAL										0 1 0	
17. PRICE GROUP											
18. ESTIMATED TOTAL PRICE											
1. DATA ITEM NO. 011	2. TITLE OF DATA ITEM Software Test Report				3. SUBTITLE Test Report						
4. AUTHORITY (Data Acquisition Document No.) DI-IPSC-81440			5. CONTRACT REFERENCE SOW Para 8.0			6. REQUIRING OFFICE DISC					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ		12. DATE OF FIRST SUBMISSION ASREQ		14. DISTRIBUTION					
8. APP CODE A	N/A	11. AS OF DATE N/A	13. DATE OF SUBSEQUENT SUBMISSION ASREQ			a. ADDRESSEE		b. COPIES			
16. REMARKS						Draft	Final	Reg	Repro		
15. TOTAL										0 1 0	
17. PRICE GROUP											
18. ESTIMATED TOTAL PRICE											
1. DATA ITEM NO.	2. TITLE OF DATA ITEM				3. SUBTITLE						
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE			6. REQUIRING OFFICE					
7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY		12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION					
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION			a. ADDRESSEE		b. COPIES			
16. REMARKS						Draft	Final	Reg	Repro		
15. TOTAL										0 0 0	
17. PRICE GROUP											
18. ESTIMATED TOTAL PRICE											
G. PREPARED BY	H. DATE	I. DATE	J. DATE								
8	1 May 07	1 May 07	1 May 07								

ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. HC1047-07-D-0004	2. DELIVERY ORDER/ CALL NO. 0001	3. DATE OF ORDER/ CALL (YYYYMMDD) 2007 Jun 04	4. REQ./ PURCH. REQUEST NO. DSIPR76324	5. PRIORITY
---	-------------------------------------	--	---	-------------

6. ISSUED BY DISA/CONTRACTS-NCR NATIONAL CAPITAL REGION 5111 LEESBURG PIKE SKYLINE 5 FALLS CHURCH VA 22041-3206	CODE HC1047	7. ADMINISTERED BY (if other than 6) SEE ITEM 6	CODE	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER (See Schedule if other)
--	-------------	---	------	---

9. CONTRACTOR ANVICOM INC BETH MCGRODER 1934 OLD GALLOWS ROAD SUITE 200 VIENNA VA 22182	CODE OV282	FACILITY	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE	11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input 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 DISA/SPI/SI1  SPI/SI12 HQ/BLDG 12, ROOM 3330 701 SOUTH COURTHOUSE ROAD ARLINGTON VA 22204-2199	CODE HC1001	15. PAYMENT WILL BE MADE BY CODE HQ0131 DFAS-CO/JAQ ATTN: CAPSW/ORP2 P.O. BOX 369016 COLUMBUS OH 43236-9016	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 Government 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. REF:			

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 TEL: 703-681-0255 EMAIL: judy.simpson@disa.mil BY: Judith Simpson	<i>Judith A. Simpson</i> CONTRACTING / ORDERING OFFICER	25. TOTAL	\$2,331,505.44
			26. DIFFERENCES	

27a. QUANTITY IN COLUMN 20 HAS BEEN

INSPECTED RECEIVED ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	c. DATE (YYYYMMDD)	d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
--	--------------------	---

e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. DO VOUCHER NO.	30. INITIALS
--	--------------	--------------------	--------------

f. TELEPHONE NUMBER	g. E-MAIL ADDRESS	31. PAYMENT	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR
---------------------	-------------------	-------------	-------------	---------------------------------

36. I certify this account is correct and proper for payment.				
a. DATE (YYYYMMDD)	b. 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

Section C - Descriptions and Specifications

STATEMENT OF WORKSOPERATIONS TASK**Operations Task****Statement of Work**

30 May 2007

Task Title: Operations Branch

1.0 General Description. The purpose of this task is to provide contractor staffing for the operation and administration of the DISA Information System Network (DISANet). Operation core functions to be staffed include network system administration, problem troubleshooting and resolution, Help Desk end-user support services, hardware and software installation, and a variety of related technical network and customer support activities.

2.0 Technical Support. The Contractor will provide services for the tasks listed below.

2.1 Network Operations and Support Services

2.1.1 The Contractor will be required to provide operations support during the required operational hours of 0630 to 1800 hours on all Federal workdays at DISANet locations, including (but not limited to) Headquarters, the Pentagon, the Columbia Pike Building, the Skyline Complex, Hoffman, CMCA, Indian Head (on-site), Fort Monmouth, and Peterson AFB. This support will include monitoring the operation of the network using the DISA file servers, workstations, gateways, bridges, routers, etc., as implemented on the network. Services to DISA-EUR, DISA-PAC, Fort Huachuca, and other DISANet Field Offices will be primarily by telephone and VTC support. Occasional TDY to a Field Office is possible when specialized or emergency support is required.

2.1.2 The Contractor shall assist Government personnel in running typical Network Backup and maintenance procedures as required on the DISANet. The Contractor shall also provide "on-call" support 24 hours a day, 7 days a week for the established DISANet Field Offices. Currently, these sites include Ft. Monmouth; Peterson AFB; SOUTHCOM, Miami; and JFCOM, Norfolk in addition to the NCR locations and greater NCR offices.

The support required outside of normal duty hours will be coordinated in advance whenever possible; however, the Contractor will be prepared to respond to emergency calls and will provide the Government with a list of personnel and phone numbers to be used in emergencies.

2.1.3 The Technical Manager will coordinate directly with DISA management and will report directly to the Contractor's Program Manager. The Technical Manager will coordinate all off-site support with the Government Technical Officer, as required, to respond to routine operations and administrative needs.

2.1.4 The Contractor will provide Tier I and Tier II technical support for prompt resolution of end-user hardware and software problems by telephone or by direct in-office service. Support is to be provided as rapidly as possible with the goal being to have users wait no longer than one hour before being contacted by a technician. This support will include those software applications identified as being "core" applications as well as limited support of designated non-standard software. Help Desk support may extend to system software and administrative hardware as required.

2.1.5 Contractor personnel may be required to assist in training other Operations personnel in technical disciplines required to perform Operations functions and may be required to assist in network design and planning activities.

2.1.6 The Contractor may also be required to provide support to maintenance personnel with the installation, maintenance, trouble-shooting and the repair of DISANet desktop and other administrative equipment.

3.0 Network Analysis. The Contractor will be required to conduct analysis of the DISANet Operations functions and failures (as they occur) in order to isolate problem areas and determine and perform corrective actions to bring the network back to a fully operational status. The Contractor will be required to promptly resolve user problems associated with accessing and/or using the network and whether these problems are file server, workstation or communication devices (bridges, routers, gateways, etc.). All network problems that cannot be resolved within one hour from the time work begins will be elevated to the government GTO.

4.0 Security.

4.1 Contractor personnel assigned to this task will be required to possess a minimum of Secret clearance. Selected Contractor personnel may be required to obtain a Top Secret clearance.

4.2 Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level II access in accordance with DoD 5200.1-R.

5.0 Space. The government will provide office or workspace for personnel of the Contractor who are providing the on-site support specified in this SOW.

6.0 Period of Performance. The period of performance for this task is 1 June 2007 through 31 May 2008.

7.0 Deliverables

<u>Description</u>	<u>Due Date</u>	<u>CDRL</u>
Status Reports	15th of each month	A002

8.0 Technical Point of Contact

- 8.1 The Point of Contact for the overall Operations task is : *SE*
- 8.2 The Government Contracting Officer's Representative (COR) for this effort is *SE*
- 8.3 The Government Technical Officer for the Converged Infrastructure Team is *SE*
- 8.4 The Government Technical Officer for the Server/Applications Team is *SE*
- 8.5 The Government Technical Officer for the Accounts Team is : *SE*
- 8.6 The Government Technical Officer for the Telecommunications Team is *SE*

CONTROL TASK

DISANet Control Task

Statement of Work

30 May 2007

Task Title: DISANet Control Branch

1.0 General Description. The purpose of this task is to ensure contiguous 24x7 staffing of Network Management and Control for the DISA Information System (DISA-IS) Network (DISANet).

2.0 Technical Support.

2.1 The Contractor shall provide services to include monitoring, management, control, troubleshooting, fault isolation, performance management, and analysis of the DISANet, Technical Control. The Contractor's services will be performed primarily at the DISA Headquarters DISANet Control Center (DCC) in Arlington, Virginia.

2.2 The Contractor shall operate and maintain a variety of network management equipment, and shall institute procedures to ensure network stability, operational effectiveness, and disaster recovery.

2.3 The Contractor shall provide personnel to staff the DCC with personnel on a 24/7 basis to ensure full and continuous operations including holidays. The 24/7 personnel will work primarily on swing shift, midnight shift, and day shift weekends and holidays.

2.4 Reserved.

2.5 The Contractor will provide personnel to lead and supervise the 24/7 team. Duties include training, fault isolation, network analysis, documentation, and problem solving for difficult and unusual situations related to all technical aspects of the operation and control of the DISA enterprise. This individual will serve as the senior technical advisor and consultant for the DCC. The Contractor will also provide personnel with a systems engineering background (as described in paragraph 2.3.19 of the overall statement of work) to assist the DCC in fielding state-of-the-art and next generation technologies to fully integrate telecommunications and network control functions. The Contractor will provide personnel to perform network and system performance analysis and system operations and maintenance.

2.6 2.6 Additional support may be provided in the form of part-time personnel. Number of personnel required is subject to change.

2.7

2.7 The Contractor shall assist and train government personnel in all aspects of network and technical control. The Contractor shall respond to emergency calls and shall provide the government with a list of personnel and phone numbers to be used in emergencies.

2.8 The contractor will provide personnel for the Help Desk Call Center technical support for prompt resolution of end-user hardware and software problems by telephone or by direct in-office service. Number of personnel required is subject to change. The Contractor's services will be performed primarily at the DISA Headquarters in Arlington, Virginia. Support is to be provided as rapidly as possible with the goal to have users wait no longer than one hour before being contacted by a technician. This support will include those software applications identified as being "core" applications as well as "best effort" support of designated non-standard software. Help Desk support may extend to system software and administrative hardware as required.

2.9 The Contractor will provide personnel to perform help desk specialist duties to lead and supervise the Help Desk Call Center Team. Duties include training, quality control, reporting, coordination of tier II and III support personnel, documentation, writing SOPs, writing user tips, creating and maintaining the call center knowledge database, call center process improvement, and problem solving for difficult and unusual situation.

3.0 Security

3.1 Contractor personnel assigned to this task will be required to possess a Top Secret clearance. Contractor personnel may begin work initially with a minimum of Secret clearance, but the Contractor will request upgrade to Top Secret clearance on those individuals within two weeks of the time they begin work on the task.

3.2 Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level I access in accordance with DoD 5200.1-R.

4.0 Space

4.1 The government will provide workspace for personnel of the Contractor who are providing the on-site support specified in this SOW during the normal duty hours.

4.2 The government will not provide separate office space for personnel of the Contractor who provide after-hours, weekend, and holiday support. These individuals will share office space that is occupied by government employees or other Contractor personnel during normal duty hours.

5.0 Period of Performance. The period of performance for this task is 1 June 2007 through 31 May 2008.

6.0 Deliverables

<u>Description</u>	<u>Due Date</u>	<u>CDRL</u>
Status Reports	15th of each month	A002

7.0 Technical Points of Contact

- 7.1 The Point of Contact for the overall effort is *OR*
OR
- 7.2 The Government Point of Contact for the Monitor/Watch Office is *OR*
OR
- 7.3 The Government Point of Contact for the Call Center is *OR*
OR
- 7.4 The Government Contracting Officer's Representative (COR) for this effort is *OR*
OR

CONFIGURATION MANAGEMENT TASK**Configuration Management Task****Statement of Work****30 May 2007****Task Title: Configuration Management Office**

1.0 General Description. The purpose of this task is to provide Contractor staffing support to the DISA Information Systems Center (DISC) NCR Configuration Management (CM) team, the Telecom team, and Network Security in support of the DISANet. CM will require administrative support in the management of the DISANet Configuration Control Board (DCCB), the DISANet Requirements Board (RB) and in the technical management of the CM processes. The Telecom team will require Contractor operational support, maintenance, and administration of voice, data, and video teleconferencing services for DISA activities in the National Capital Region (NCR). The network security team will require Contractors with specific technical skills in intrusion detection systems (IDS), firewalls, service denial attacks, network monitoring and security scans.

2.0 General Requirements. The Contractor will provide installation support for local area network CM project management and telecommunications projects. Telecom support is currently limited to systems and devices within the National Capital Region (NCR). Support to be provided will include, but is not limited to, all elements of the network infrastructure (testing for vulnerabilities), telecommunications engineering installation and maintenance support for both classified and unclassified systems. The Contractor will provide support in inventory management; installation of specialized telecommunications systems; and installation of voice, data, and video networks. The Contractor will provide support for small and large-scale cable plant infrastructures and conduit installation efforts at geographically distributed DISA facilities, other government agencies, and/or affiliated organizations. The Contractor will also provide support to Operations and Integration Branch personnel in the installation, maintenance, troubleshooting, and repair of DISANet equipment and associated data and telecommunication equipment. Full time Contractor personnel may be required to perform occasional TDY to Field Offices within the greater NCR DISA locations. With short or limited notification, the Contractor may also be required to provide additional support at any DISA location worldwide.

3.0 Resource Management Team

3.1 Reserved.

3.2 On-Site 24/7 Technical Support for C2 PBX at DISA Headquarters. The Contractor shall provide on-site contract support with 24-7 on-call assistance for the Command and Control (C2) PBX voice systems at DISA Headquarters. The C2 PBX system includes operation,

optimization, and enhancement of the C2 PBX and all ancillary equipment, i.e., voice conference bridges, etc., that comprise the C2 PBX platform. More specifically, the Contractor shall:

- a) Ensure systems, installation, programming, testing, trouble-shooting, fault isolation, and restoration of all components of the voice systems platform, to include all gateways to the PSTN and DSN are accomplished.
- b) Provide 24/7 on-call responses for restoration of C2 PBX service.
- c) Ensure the initial set-up and continuing enhancement of systems administration and reporting capabilities for all components of the C2 PBX platform, to include configuration management, call detail reporting, and administrative training/assistance required by the DISC Telephone Management Office (TMO).
- d) Assist the DISC TMO on an as needed basis with new installations or changing voice systems requirements and/or with customer moves, adds, and changes.
- e) Ensure that up to date Standard Operating Procedures are maintained for C2 PBX operations and maintenance.
- f) The Contractor for this task requires a government security clearance at the Top Secret level.

3.3 DISA Headquarters Defense Video Services - Global (DVS-G) Video

Teleconferencing Studio Operational Support. The Contractor shall be responsible for the operation, administration, and maintenance of the DVS-G Studio located at DISA Headquarters, Building 12, Room 3535. These duties include, but are not limited to:

- a) Coordinate and manage client schedules for the use of the DVS-G Studio to include scheduling/establishing multiple party VTC conferences, de-conflicting customer schedules, and ensure facility readiness as needed on a five days per week, eight hours per day (5 X 8) basis. DISA core operational hours are from 0900 to 1500 hours, Monday through Friday, and are not limited to a fixed 8 hours per day basis. Operational support may be required for early, extended hour, or weekend DVS-G Studio operations depending on DISA mission requirements.
- b) Operate and maintain cryptographic equipment (KG-194) and keying material for the operation of secure VTC sessions. (Requires the ability to obtain a government security clearance at the Top Secret level).
- c) Ensure the DVS-G Studio facility and contract workspace is maintained, professionally cleaned, and always ready to support Agency customers.

- d) Ensure all DVS-G Studio facility equipment is operational and all equipment downtime is immediately reported to the DISANet Control Center (DCC) and that maintenance response and repair is tracked through completion.
- e) Ensure up to date Standard Operating Procedures are maintained for all aspects of facility operations and maintenance, and that back-up contract personnel are trained and available for duty when the primary contractor is absent.
- f) Explore all aspects of DVS-G Studio operations and maintenance and continuously seek ways to implement process improvement to maximize customer satisfaction.
- g) During periods when the DVS-G Studio is closed and no VTC conferences are scheduled, the Contractor is to assist and perform all duties, as required, as a Network Control Specialist in the DISA Network Management Center (DISANet Control Center – DCC).

3.4 Technician Support for Voice Systems at Skyline 7

3.4.1 Reserved.

3.4.2 General Requirements. The Contractor shall ensure any Telecom technicians are familiar with the Architecture for Voice, Video, and Integrated Data (AVVID). Certification in Cisco Network Administration and Design is not necessary. In depth knowledge and skill with Cisco AVVID, IP telephony design is desirable but not necessary.

3.4.3 Technical Support. The Contractor's responsibilities shall include installation, operation, optimization, and enhancement of VoIP and traditional PBX systems and user services associated with the voice systems platform. More specifically, the Contractor shall:

3.4.4 Accomplish systems testing, trouble-shooting, fault isolation, and restoration of all components and circuits of the voice systems platform, to include all gateways to the PSTN, DSN, and LAN/MAN/WAN connectivity. Provide on-site technical support with 24X7 on-call assistance. Changes must be coordinate with appropriate branches and the Govt Task Officers.

3.4.5 Ensure the initial set-up and continuing enhancement of systems administration and local/remote monitoring and reporting capabilities for all components of the voice systems platform, to include configuration management, call detail reporting, system metrics reporting, and administrative training/assistance required by the DISC Telephone Management Office (TMO).

3.4.6 Assist the DISC TMO on an as needed basis with new or changing voice systems, administration and platform requirements and/or with customer moves, adds, and changes. Provide technical support as needed to site customers.

3.4.7 Coordinate with vendors when applicable and with DISA/DISC design, engineering, and operations personnel to ensure continuing operation, optimization, and enhancement of the voice systems platform.

3.4.8 Ensure that accurate and current documentation and Standard Operating Procedures are maintained for applicable voice systems, PBX platforms operations and restoration processes

3.5 Procurement of Equipment. The Contractor will provide a procurement specialist experienced in the procurement of computer and network equipment and DFARS requirements, to acquire equipment (hardware, software) incidental to the operation and expansion of the DISANet.

3.6 Specific CM, Telecom and Security Requirements.

Provide the CM with Contractor support to management the administrative effort of critical technical boards, ensure the technical process of information and the management of the network changes are in compliance with DISC policies, and for on-site administration of the database critical to this office and web based applications development expertise in support of the DISA Headquarters Telephone Management Office (TMO). The DISC Telecom will require on-site contractor support for maintaining the voice systems at the Skyline 7 Building; for 24/7 maintenance of the C2 PBX systems at DISA Headquarters; for on-site database administration and web based applications development expertise in support of the DISA Headquarters Telephone Management Office (TMO); and for management and operation of the Defense Video Services-Global (DVS-G) Studio at DISA Headquarters.

Specific tasks will include, but are not limited to:

4.0 Reserved.

4.1 Reserved.

4.2 Reserved.

4.3 Reserved.

5.0 Configuration Management Team.

5.1 DISC Configuration Management. The Contractor shall provide matrix support in the development and administration of the Configuration Management Plan for the DISANet enterprise network. The Contractor is tasked to provide support to the Configuration Manager and work as a member of the Configuration Management team. The Contractor provides CM

support in the implementation of changes to the DISANet for both hardware and software via the DISANet Configuration Control Board (DCCB) and DISANet Requirements Board (DRB). The Contractor shall coordinate with other configuration management team members and DCCB members in providing this support. The Contractor provides CM administrative support in managing the DISANet Enterprise Management Info-base (DEMI) and the DISANet Enterprise Workspace (DEW). The Contractor shall provide assistance as a centralized single point of contact for all DISANet configuration management activities. The Contractor as a member of the CM staff, is responsible for interfacing with and providing guidance to all office and division-level configuration control authorities, i.e., development, operations and testing personnel, to include DISA contractors, DISA site administrators, and DISANet customers, regarding DISANet configuration management policies and procedures. The Contractor prepares and publishes procedures/instructions specifying how the DISANet configuration management policies, practices, and procedures are to be implemented. Additional responsibilities include, but are not limited to the following:

- a) Managing the change control process of DISANet operational, developmental and product baseline.
- b) Conduct both the DCCB and the DRB meetings as required.
- c) Serve as the CM Secretariat for both the DCCB and the DRB to include preparation of agendas, recommendations and conclusions. The Contractor also provides status accounting and tracking of all DCCB assigned activities.
- d) Manage the DISANet Configuration Management Library as required.
- e) Control changes to approved and released documents and provide document custodianship services for designated DCCB documentation.
- f) Conduct configuration management audits as required.
- g) Provide support to the DISC Project Managers in the development and review of all configuration management plans to ensure compliance with the DISANet Configuration Management Plan (DCMP) as required.
- h) Manage Service Level Agreements (SLA) and Customer Relations as required.
- i) Attend meetings in the absence of government personnel supporting the Continuity of Operations Planning (COOP) and convey essential information required to support planned activities.
- j) The Contractor develops and maintains the web-based DISANet User's Manual and will assist the government in planning and executing the DISANet Site Administrator's Meeting as required.

- k) The Contractor will assist in the development of customer information tools and documents, to include end-user demonstrations, self-help materials, user's guides, and customer notices. The requested demonstration and documentation support will be targeted to meet the needs of DISANet end-users (local and remote) and DISANet Site Administrator personnel at all DISANet sites worldwide
- l) The contractor will develop, maintain, and distribute DISANet site diagrams. These diagrams are currently created using MS VISIO, however may evolve in time with other software applications. The contractor will provide support in the development of briefing charts, as required.

6.0 Security

6.1 Contractor personnel assigned to this task will be required to possess a Secret clearance unless specified otherwise under each specific task.

6.2 Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level I access in accordance with DoD 5200.1-R. Contractors that do not require administrator access to the network require ADP Level II clearance.

7.0 Space. The government will provide office or workspace for personnel of the Contractor who are providing the on-site support specified in this SOW.

8.0 Period of Performance. The period of performance for this task is 1 June 2007 through 31 May 2008.

9.0 Deliverables

Description	Due Date	CDRL
Status Report	15 th of each month	A008
DISANet User's Manual	As Required	A008
Technical Manual Update	As Required	A008
Network Diagrams	As Required	A008

LAN Overview Training Courseware As Required

A009

10.0 Technical Points of Contact.

- 10.1 The Point of Contact for the overall effort is ? *SB*
- 10.2 The Government Contracting Officer's Representative (COR) is *SB* *SB*
- 10.2 The Government Point of Contact for the Resource Management Team is ? *SB* *SB*
- 10.3 The Government Point of Contact for the Security Management Team is *SB* *SB*
- 10.4 The Government Point of Contact for Configuration Management Team is *SB* *SB*
- 10.5 The Government Point of Contact for the Enterprise Architecture Team is *SB* *SB*

The TM for procurements is *SB*

IMPLEMENTATION TASK

**Implementation Task
Statement of Work
30 May 2007**

Task Title: Implementation Branch

1.0 General Description. The purpose of this task is to provide Contractor support for the installation, implementation, configuration, testing, and maintenance of the network Infrastructure, cable plant equipment and installation support for telecommunication requirements. The support is extended to all that elements that comprises the DISA Information System Network (DISANet) and other Local Area Networks (LAN) and for which the DISA Information Systems Center (DISC) has operational responsibility.

2.0 General Requirements. The Contractor will provide a staff of full time personnel to provide installation support for local area networks and telecommunications projects at all DISA locations within the National Capital Region (NCR). Support to be provided will include, but is not limited to, telecommunications engineering installation and maintenance support for both classified and unclassified systems. The Contractor will provide support in inventory management; installation of specialized telecommunications systems; and installation of voice, data, and video networks. The Contractor will provide support for small and large-scale cable plant infrastructures and conduit installation efforts at geographically distributed DISA facilities, other government agencies, and/or affiliated organizations. The Contractor will also provide support to Electronic Maintenance personnel in the installation, maintenance, trouble-shooting, and repair of DISANet equipment and associated data and telecommunication equipment. Full time Contractor personnel may be required to perform occasional TDY to remote DISA locations outside the NCR. With short or limited notification, the Contractor may also be required to provide additional support at any DISA location worldwide.

3.0 Converged Infrastructure Team. The Contractor will be responsible for the installation, configuration, maintenance, and upgrading of routers, switches, and firewalls. The Contractor will modify the Access Control List (ACL) on the routers and rule/filter/VPN on the firewalls as directed by the Network Security Office. The Contractor will also provide tier III technical support for DISANet routers, switches, and firewall to all DISA sites.

4.0 Server/Applications Team. The Contractor will provide installation, configuration, maintenance, and upgrading support of servers, Operating System (OS), and DISANet server

applications. The Contractor will perform vulnerability scans, implement IAVA patches, software upgrades and patches on all DISANet servers. The Contractor will also provide tier III technical support for DISANet servers and applications to all DISA sites.

5.0 Desktop/Applications Team. The Contractor will provide installation, configuration, maintenance, upgrading of DISANet desktop/laptop support, PC's OS, and DISANet client applications. The Contractor will perform vulnerability scans and implement IAVA patches and Microsoft software upgrades and patches on all DISANet workstations. The Contractor will also provide tier III technical support for DISANet workstation hardware and software to all DISA sites.

6.0 Network Management Team. The Contractor will provide installation, configuration, maintenance, and upgrading of the network management servers, and network management applications. The Contractor will implement IAVA patches and software upgrades and patches on all network management servers. The Contractor will also provide tier III technical support for management servers and applications to all DISA sites.

6.1 DISA Headquarters Telephone Management Office (TMO) Database and Web Applications Support. The Contractor currently maintains the server in support of a MS/Access database for the DISC TMO to track telephone systems and services, to include funding and billing for central office services, usage billing, and assignment of wireless assets (cell phones, pagers, etc.). The Contractor will:

- a) Assist in maintaining, upgrading, and enhancing the current web enabled TMS database to meet changing DISC requirements for management of telecommunications resources. This effort will be a matrix support from the Integration and Operation Branches.
- b) Ensure the appropriate mix of personnel and skill levels necessary to upgrade and enhance the TMS database and provide the DISA standard web based applications, interfaces, and reports necessary to enhance data input and reporting capability.
- c) Upgrade/enhance the database for tracking telephone systems and services, to include input for funding and billing, assignment of wireless assets (cell phones, pagers, etc.), and development of web based usage and asset allocation reports to DISA organizations.
- d) Develop, implement, maintain, and update the TMO database, associated web interfaces, and web pages for data input and TMO and customer access to usage and asset allocation reports. Create and manage web content and deploy access control.
- e) Provide support in the development database links for potential configuration and asset management control with the DISC/DCCB/RB and DPAS.
- f) Assist the DISC in fielding web enabled databases to track internal systems and services, and in the development and implementation of organizational web pages that are compliant with DISA and DOD directives and specifications.

- g) Requires a government security clearance at the Secret level.

7.0 Telecommunications Team. The Contractor will provide installation, maintenance, and upgrading support of LAN/CCTV/Phone cable plants, Protective Distribution System (PDS), and crypto communication equipment. The Contractor will also prepare Bill of Material (BOM) for PDS and cable plant, terminates and tests each copper and fiber cable link.

7.1 Telecommunications Team Technical Support Requirements. The Contractor shall provide support for design, installation, implementation, configuration, test, and management of cable plant infrastructure in the NCR. The Contractor also shall provide support for design, installation, implementation configuration, test, and management of network infrastructures and other equipment that comprises the DISANet, or other networks for which DISC has operational responsibility, specifically:

- a) The Contractor shall install, move, and disconnect service to DISANet cable plant equipment; provide connectivity for signal cabling for DISANet processing and distribution units to include IEEE 802.3 as well as ATM cable plants and equipment. The Contractor will install under floor and overhead signal cables, ducts and conduits in accordance with RED/BLACK criteria.
- b) The Contractor will install, move, and disconnect service to the coaxial backbone and the associated electronic processing and distribution units throughout HQ DISA. The contractor will install specified cable drops and signal outlets based on equipment specifications.
- c) The Contractor shall install major upgrades to technical control facilities. The Contractor will install ductwork, cabling and equipment racks in accordance with RED/BLACK criteria.
- d) The Contractor shall install and test system and subsystem for DISANet and other telecommunications projects, both existing and new, to include major end items, associated terminal and ancillary equipment, and all supporting signal cables, duct, and conduit distribution systems.
- e) The Contractor shall provide all customary labor and hand tools, except for specialized tools and network test equipment, to accomplish the installation services in accordance with applicable documents and standards.
- f) In any installation where cutting, channeling, drilling of floors, walls, ceilings, or other surfaces is necessary for proper installation, the Contractor shall coordinate with the GTO, and perform the work with minimum disturbance to facility operations. Upon completion of the installation, the Contractor will insure that all damaged surfaces and work areas are restored to the previous utility and aesthetic appearance.

- g) Prior to the release of installation for acceptance, the Contractor shall perform end-to-end test of circuit, installation of cable plants, and equipment in accordance with the Government-approved test plans. The Contractor will document cable test and certification results.
- h) The Contractor shall remove all debris, equipment, and materials made excess as the result of the project from the premises and dispose of in compliance with local requirements.
- i) The Contractor shall comply with pertinent local fire and safety regulations prescribed for buildings where work is performed.
- j) The Contractor may be required to provide input to create drawings of local and remote sites. The installation drawings may include all equipment, furniture, equipment racks, types of connectors, types of circuits, and cable trays with the various types of cable installed.
- k) On occasion, Contractor personnel may be required to work additional hours outside of the normal duty hours during periods of critical circuit/system activation and/or restoration.
- l) The Contractor shall inventory, unpack, assemble, load new software and install personal computers and printers. The Contractor shall install, maintain, trouble-shoot, and repair personal computers, disk drives, terminals, printers, and controllers.
- m) The Contractor shall install, configure, and maintain firewalls, routers, and other network infrastructure equipment in accordance with network design and configuration plans and the security enclave policy. The Contractor shall develop implementation plans and schedules for equipment installations and upgrades. The Contractor may be required to assist in developing Bills of Materials for the procurement of network hardware
- n) The Contractor shall coordinate with the DISANet Control Center and prepare network outage notifications prior to implementing network changes. All network changes shall be coordinated with the DISANet Configuration Control Board, and documented as updates to cable plant diagrams.
- o) The Contractor shall engineer and install all telecommunications projects in accordance with the requirements of the following publications and other documentation as applicable:
 - i. MIL-STD-188-200
 - ii. MIL-STD-188-124B
 - iii. NSTISSAM TEMPEST/2-95

- iv. DoD-C-5030.58
- v. National Electrical Code
- vi. EIA Standards
- vii. Applicable military technical guidelines and documents
- viii. Applicable manufacturer's equipment manuals and documents

8.0 Government Support.

8.1 The Government will provide individual work orders in the form of a Requirement Identification Tracking System (RITS) document to the Contractor. The RITS will detail specific efforts to be performed and contain information such as the project background and description, general installation requirements, electrical requirements, configuration of the equipment to be installed, general overview drawings of the requirements, location, and performance schedule(s).

8.2 The Government will provide facility engineering drawings and technical direction to the Contractor concerning site preparation and installation as required by the Contractor for project implementation.

8.3 The Government will provide necessary access to facilities and documentation as required by the Contractor for contract performance.

8.4 The Government will coordinate with the facilities engineer and obtain the necessary permits/approvals for any tasking requiring construction or structural changes to the facilities.

9.0 Security.

9.1 Contractor personnel assigned to this task will be required to obtain a minimum of Secret clearance. Selected Contractor personnel may be required to obtain Top Secret or special access clearance.

9.2 Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level I access in accordance with DoD 5200.1-R. All other Contractor personnel will be required to obtain ADP Level II access.

9.3 Contractor working in the PC install task is required to obtain a secret courier badge for transportation of images for the classified PC within the NCR.

10.0 Space. The government will provide office or workshop space for personnel of the Contractor who is providing the on-site support specified in this SOW.

11.0 Period of Performance. The period of performance for this project is 1 June 2007 through 31 May 2008.

12.0 Deliverables.

<i>Description</i>	<i>Due Date</i>	<i>CDRL</i>
Status Reports	15 th of each month	A002
Updates to Cable Plant Diagrams	As required	A007
Test Plans	As required	A011
Cable and Circuit Test Report	As required	A012

13.0 Technical Point of Contact.

- 13.1 The Government COR is *SE*
- 13.2 The Point of Contact for the overall effort is : *SE*
- 13.3 The Government Point of Contact for the Converged Infrastructure Team is *SE*
- 13.4 The Government Point of Contact for the Server/Applications Team is *SE*
- 13.5 The Government Point of Contact for the Desktop/Applications Team is *SE*
- 13.6 The Government Point of Contact for the Network Management Team is *SE*
- 13.7 The Government Point of Contact for the Telecommunications Team is *SE*

INTEGRATION TASK**Integration Task
Statement of Work**

30 May 2007

A. Task Title: Integration Branch

1.0 General Description. The purpose of this task is to provide contractor staffing to support the DISA Information Systems Center (DISC) in the design, configuration, implementation, technical support, security, and life-cycle management of the DISANet. The DISC Integration Branch will require contractor support to upgrade and enhance the currently installed Windows servers and client operating systems as they migrate to Windows 2003 and Windows XP. Contractor support is required to support migration to Exchange 2003 and AMHS and support DMS during an interim period. Support for electronic mail systems design, testing, and implementation will also be required. Contractor support will be required to continue the implementation and integration of applications (Formfinder, Office 2003, etc.). Contractor support is required as work continues in the securing of the DISANet. Contractor support is required as work continues in the support and continued development of existing network, configuration, and enterprise management systems, such as the current effort to enhance the tools in support of the of the network monitoring center. Contractor support is required as the DISC continues to test and install state-of-the-art technological advances, such as Gigabit Ethernet switches, Windows 2003 operating systems, server platforms, near line storage capabilities, LAN-based video-teleconferencing, unified message, and possible extension of Voice Over IP throughout the NCR. On-site implementation support in various aspects of these technologies will also be required as the DISANet expands to other sites. Contractor support will also be required to support the DISANet Security Office in the management of network security across the unclassified and classified DISANet enterprise. Support will entail the implementation of the day-to-day information security program for DISANet; preparation of system security documentation; the research and evaluation of DISANet related security issues; the evaluation of enhancements to the DISANet from a security perspective; as well as evaluating mission unique non-DISC systems that attach to the DISANet.

2.0 General Requirements. The contractor will be required to provide a team of experienced network engineers, network administrators and PC application experts to meet the specific requirements listed in the following paragraphs. Contractor personnel will be required to refine the stated DISANet network architecture; develop hardware and software solutions based on needs assessments and requirements analysis of specific DISA functional requirements; document solutions; provide documentation for standard and "Legacy" systems; provide user demonstrations and training guides on approved network applications; and overviews of network systems for system administrators. This effort requires the contractor to:

- a) Evaluate the suitability of proposed products in the DISANet environment, to include performance bench marking.
- b) Develop acceptance or recommendation guidelines.
- c) Write implementation plans, procedures, and standard configuration documentation for all systems.
- d) Install and implement products, as required.
- e) Provide second level operational support, to include the training of operational personnel in the support of implemented systems.
- e) Provide O&M and configuration management support.
- f) Provide for end-user notifications, user's guides, and demonstrations of new products.
- g) Provide expertise and assistance in securing the DISANet.

2.1 Network Quality Assurance. The Contractor will conduct tests on network systems prior to fielding to reduce errors, utilizing off-line testing environments. The contractor will ensure that offline testing occurs in an environment that mirrors the DISANet to the greatest extent possible. The contractor will review proposed operational procedures and propose changes as required. The Contractor will also track second level network problems and resolutions. The Contractor will review policies and procedures to ensure network security and data integrity are maintained.

3.0 Specific Requirements.

The Contractor will work with designated Government personnel to develop and execute network hardware, software, and system designs, plans, and implementations. Specific tasks will include, but are not limited to:

- a) The migration of the servers to Windows 2003.
- b) The migration of the DISANet Electronic Messaging system to Exchange 2003.
- c) The development of an enterprise-wide Messaging system, as non-DISANet addressees are integrated within the DISANet messaging system.
- d) The upgrade of DISANet remote access systems to support increased demand in telecommuting and remote office capabilities.
- e) The implementation of secure remote access capabilities.
- f) The securing of the DISANet, as outlined by the Enclave Security Policy, to include the continued implementation of firewalls, web caching, and intrusion detection devices
- g) The testing and application of Security Technical Implementation Guide (STIG) recommendations as applies to various DISANet systems
- h) The protection of DISANet mail systems, desktops, and servers with Anti-viral software, such as Norton Anti-Virus.
- i) The continued development and implementation of the Altiris desktop management suite as additional modules are added.
- j) The implementation of Altiris at non-NCR DISANet sites and on the classified DISANet.
- k) The installation of Gigabit Ethernet switches at DISANet locations.
- l) Exploration of near line storage capabilities.

- m) Implementation of unified message, IP TV, and Voice Over IP capabilities on the DISANet.
- n) Exploration and integration of small computing devices and wireless connectivity
- o) The continued development, enhancement, and implementation of new and existing network management systems for monitoring DISANet systems.
- p) Integration of PC COTS and GOTS applications into the standard DISANet desktop.
- q) Continued development and integration of a single PC image and locked-down desktop.
- r) The continued development, documentation, and implementation of the enterprise DISANet security program.

3.1 Desktop/Applications Team. The contractor will assist in the design and configuration of the standard DISANet desktop, to include hardware specifications, operating systems, and application software integration. The Contractor will assist with implementing policies and procedures for application implementation on the network. The Contractor shall provide assistance in application design, integration, and development in Windows 2000/3, Windows XP, Office 2003, Formfinder, and other DISA Government/Commercial-Off-the-Shelf software.

The contractor will assist in the installation, integration, upgrade, and enhancement for standard DISANet applications and utilities, as well as testing network compliance for non-standard agency mission applications and systems. The contractor will prepare standard desktop applications for deployment using tools such as Wise Package Studio, WinBatch, and Altiris Client Management Suite. Standard DISANet applications include products such as Microsoft Office 2003, MS Access 2003, MS Project 2003, FormFinder, and Netscape.

The contractor will assist in the continued development of the DISA standard workstation configuration, exploring the concepts of fat and thin client technologies for use on DISANet. This may include standard workstations, laptops, laptops with docking stations, and various handheld devices.

3.2 Server/Applications Team. The contractor will assist in the design, configuration, testing, integration, implementation, and life cycle management of the standard DISANet server platform, to include hardware specifications, operating systems, and server utility software. The contractor will assist in the development, configuration, integration and implementation of backup, file and print sharing, data storage, fail-over, and clustering technologies. The contractor will assist in the securing of all servers as required by the government. The contractor will maintain and upgrade the existing installed UNIX server and Windows 2003 server/client operating systems. The contractor will also maintain and upgrade DNS servers and perform IP address management.

The contractor will assist in the design, configuration, testing, integration, implementation, and life-cycle management of the DISANet Electronic Messaging system, for the life of the product to include standard DMS compliant mail products and utilities, such as DMS specific system updates and FENS, Microsoft Exchange, SMTP gateways, mail connector products, and security

products, such as IronPort. The DISC is in the process of migrating to AMHS, a web based replacement. The contractor will assist in the development of tools to monitor the operations of the system. The contractor will assist in the continued maintenance and upgrade of the existing DISANet Microsoft Exchange mail system, and associated utilities, and will assist the government in the design and migration of this system to future versions of Exchange.

3.4 Converged Infrastructure Team. The contractor will assist in the design, configuration, testing, integration, implementation, and life-cycle management of the DISANet infrastructure components, to include but not limited to backbone devices, such as routers, hubs, switches; voice over IP systems; security devices and controls, such as firewalls, router access control lists, web caching appliances; remote access systems; and the establishment of new LANs or expansion of DISANet to additional locations.

The contractor will assist in the continued maintenance, upgrade, installation, and refinement of remote access systems, to include products such as Cisco AS5350, Cisco ACS, CITRIX Meta frame, and TACACS/Radius authentication systems.

3.5 Network Management Team. The contractor will assist in the continued design, configuration, testing, integration, implementation, and life cycle management of network and configuration management systems, to include but not limited to the Altiris Desktop Management Suite, Alterpoint, Configuresoft, Hercules, Retina, HP Open View systems, Cisco WORKS, Concorde Network Health, and the DISANet Asset Management Database. The contractor shall provide a team of experienced engineers, programmers, administrators, and database administrators to meet the specific requirements of the task.

Contractor personnel will be required to refine the stated network management architecture, develop hardware and software requirements based on needs assessments and requirements analysis of specific DISA functional requirements; document solutions; and provide training on specific network management applications. The contractor shall provide continued development of Altiris capabilities; maintenance upgrades to the existing installed Altiris, Concorde, Cisco Works, Net IQ and Windows 2003 server/client operating systems; integration of network management software products and existing technologies on the DISANet such as Network Management, configuration management, performance management, and security management.

The contractor shall examine current DISANet Control Center network monitoring capabilities and make recommendations on their enhancement. The contractor will be responsible for the design, configuration, and deployment of network management systems, as required for both existing and newly developed DISANet systems.

4.0 Security

4.1 Contractor personnel providing support in the planning, installation, implementation of all network and cable plant equipment, or establishment of new LANs, will be required to

possess a Top Secret security clearance. All other personnel performing on this task will be required to possess a Secret clearance.

4.2 Contractor personnel who work on-site at DISA and have administrator's access to the DISANet will be required to obtain ADP Level I access in accordance with DoD 5200.1-R. Contractors that do not require administrator access to the network require ADP Level II clearance.

5.0 Space. The government will provide office or workspace for personnel of the Contractor who are providing the on-site support specified in this SOW.

6.0 Period of Performance. The period of performance for this task is 1 June 2007 through 31 May 2008.

7.0 Deliverables

**Description
CDRL**

Due Date

Status Reports 15th of the Month A002

8.0 Technical Points of Contact.

- 8.1 The Point of Contact for the overall effort is *RE*
- 8.2 The Government Contracting Officer's Representative (COR) is *RE*
- 8.3 The Government Point of Contact for the Desktop/Applications Team is *RE*
- 8.4 The Government Point of Contact for the Server/Applications Team is *RE*
- 8.5 The Government Point of Contact for the Converged Infrastructure Team is *RE*
- 8.6 The Government Point of Contact for the Network Management Team is *RE*

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0001AA	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 04-JUN-2007 TO 03-JUN-2008	N/A	DISA/SPI/SI1 <i>AK</i> SPI/SI12 HQ/BLDG 12, ROOM 3330 701 SOUTH COURTHOUSE ROAD ARLINGTON VA 22204-2199 <i>SE</i> FOB: Destination	HC1001
0001AA	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0003	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001
0004	POP 04-JUN-2007 TO 03-JUN-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HC1001

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 9770100.4300 P748ZZDE0 SI 2575 DSIPR76324 S12137

AMOUNT: \$2,331,505.44

CIN 00000000000000000000000000000000: \$2,303,555.44

CIN DSIPR763240001: \$0.00

CIN DSIPR763240003: \$24,000.00

CIN DSIPR763240004: \$3,950.00

Section I - Contract Clauses

CLAUSES INCORPORATED BY FULL TEXT

52.204-9000 Points of Contact (AUG 2005)

Contracting Officer

Name: Judy Simpson

Organization/Office Symbol: PL61

Phone No.: (703) 681-0255

E-Mail Address: Judy.Simpson@disa.mil

Contract Specialist

Name: 1 *86*

Organization/Office Symbol: PL61

Phone No.: *86*

E-Mail Address: *86*

Customer/COR/TM Point of Contact

Name: *86*

Organization/Office Symbol: SI12

Phone No.: *86*

E-Mail Address: *86*

Contractor Point of Contact Beth A. McGroder

Contractor Legal Business Name: Anvicom Command Federal

DUNS: *86*

CAGE CODE: 0V282

E-Mail Address: beth.mcgroder@commandfederal.com

Phone Number: 703-970-7331

Fax Number: 703-876-6709

52.232-9000 Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA)

As prescribed in 232.7004-90, use the following clause:

WIDE AREA WORKFLOW-RECEIPT AND ACCEPTANCE (WAWF-RA) (MAR 2006)

(a) As prescribed in DFARS clause 252.232-7003 Electronic Submission of Payment Requests (Jan 2004), Contractors must submit payment requests in electronic form. Paper copies will no longer be accepted or processed for payment unless the conditions of DFARS clause 252.232-7003(c) apply. To facilitate this electronic submission, the Defense Information Systems Agency (DISA) has implemented the DoD sanctioned Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA) for contractors to submit electronic payment requests and receiving reports. The contractor shall submit electronic payment requests and receiving reports via WAWF-RA. For payment problems related to WAWF-RA, the contractor should contact the Acceptor identified.

(b) Definitions:

Acceptor: Contracting Officer's Representative, Task Monitor, or other government acceptance official as identified in the contract/order.

Local Processing Office (LPO): Government office responsible for certifying invoices.

Pay Official: Defense Finance and Accounting Service (DFAS) payment office identified in the contract/order.

SHIP To/Service Acceptor DoDAAC: Acceptor DoDAAC or DCMA DoDAAC (as specified in the contract/order).

LPO DoDAAC: Certifying Office DoDAAC (only required when the Payment Office is DFAS Pensacola and the LPO DoDAAC field is marked as mandatory in WAWF-RA).

DCAA Auditor DoDAAC: Used when DCAA invoice approval is required by the contract/order and the field is marked as mandatory in WAWF-RA. (Click the DCAA Audit Office Locator Link in WAWF-RA and enter zip code of your CAGE code address).

(c) WAWF-RA Contractor Input Information - **** IMPORTANT! ****

The contractor shall use the following information in creating electronic payment requests in WAWF-RA:

To create electronic payment requests and receiving reports, go to the following WAWF-RA production website at <https://wawf.eb.mil>.

Invoice Type in WAWF-RA:

If billing for Materials Only, select "Combo"

If billing for Materials and Service, select "Combo"

If billing for Services Only, select "2-n-1 (Services Only)"

If billing for Cost Type/Reimbursable Contracts, select "Cost Voucher"

(**Cost Vouchers are only used when contracts/orders require invoices be sent to DCAA for approval.**)

Acceptor:

Ship To/Service Acceptor DoDAAC: HQ1001

Name: *AS*

Phone Number *86*

E-Mail: *AS*

Pay Official: DFAS Columbus Pay DoDAAC: HQ0131

For payment processing questions, contact the respective DFAS office as specified in the contract/order:

Columbus Center -- 1-800-756-4571

E-Mail Notifications: To facilitate payment processing, the contractor shall send an additional e-mail notification to the Acceptor by clicking on the "Send More Email Notifications" link after submitting a document in WAWF.

(d) Points of Contact: Reference clause 52.204-9000, Points of Contact, for Contracting Officer, Contract Specialist, Customer/COR/TM and Contractor Points of Contact information.

(e) Information: Additional DISA WAWF guidance and information for both contractor and government personnel is available at <http://www.ditco.disa.mil/hq/WAWF/>.

(end of clause)

52.232-9101 INCREMENTAL FUNDING

a. The contractor is required to comply with the terms and conditions of the contract in accordance with FAR clause 52.232-22, Limitation of Funds. A total of **\$2,331,505.44** has been provided as incremental funding. The amount of **\$10,961,337.32** has been allotted to cover the costs incurred in the performance of the services specified in the statement of work.

b. In accordance with the Limitation of Funds clause, the Government shall not be obligated to reimburse the contractor for any costs (including termination costs) in excess of the above stated amount. The contractor will not be obligated to continue performance or incur costs in excess of the above stated amount until the Contracting Officer provides additional funds through issuance of a unilateral modification. In accordance with paragraph B of the Limitation of Funds clause, **\$2,331,505.44** has been allotted to cover the costs incurred in the performance of the services specified in the statement of work.

c. The above funds are estimated to cover the period from the date of task order award through **17 August 2007**.