

**PERFORMANCE WORK STATEMENT (PWS)**  
**for**  
**DoD CIO Support Services for the DoD Positioning,  
Navigation and Timing (PNT) Enterprise**

## **1.0 INTRODUCTION**

**1.1 DESCRIPTION OF SERVICES:** The Office of the Department of Defense (DoD) Chief Information Officer (CIO) requires management, programmatic and systems engineering support services for the DoD Positioning, Navigation, and Timing (PNT) Enterprise, including national security, civil, commercial, and international cooperative aspects involved in acquisition, deployment/fielding, and operation of all DoD GPS, PNT and Navwar systems. The contractor shall provide all personnel, equipment, tools, materials, supervision, and other items and non-personal services necessary to perform technical and analytical services as defined in this Performance Work Statement at the contractor's office location in the Washington, DC metropolitan area and at US Government locations of the C4&IIC Directorate of the Office of the DoD CIO.

**1.2 BACKGROUND:** The DoD Global Positioning System (GPS) has been operational for over 20 years and is well established as a military utility fulfilling a multitude of requirements as the predominant PNT source for the warfighter. Recently, awareness has been growing among government and industry leaders regarding the value of PNT for global economic and national security sectors. This awareness is primarily based upon the ubiquitous presence of GPS as a single source delivery system for PNT information. However, it has shifted what was once a GPS-centric focus to what is now being referred to as the PNT Enterprise. As a dual-use system, DoD-provided GPS supports all sectors with its separate military and civil services. Efforts to address GPS vulnerabilities within the broader PNT Enterprise will require methods and policies applicable in classified military and open public/commercial sectors. Further, the rapid emergence and evolution of cyber threats and the explosive growth in use of autonomous platforms place ever-changing demands on both preservation and control of capabilities derived from the PNT Enterprise.

DoD CIO is responsible for DoD PNT (including radio navigation systems) policy oversight and planning, for DoD participation in Federal PNT and radio navigation system policy development and planning and for GPS and Navigation Warfare (Navwar) policy, program oversight and planning. Both Congressional legislation and Presidential directives have mandated that the proliferation of federally provided radio navigation systems be reduced and that the DoD-provided GPS be promoted as both a national and international standard, dual-use (military and civil) PNT system. These same mandates also direct the DoD to ensure the protection of GPS for use by US and coalition allies, while preventing adversary use of civil GPS (or like systems) and not unduly impacting peaceful use of civil GPS (or like systems) outside a theater of operations. Further, recent Congressional legislation has focused on ensuring complements to GPS are also employed in the event GPS reception is disrupted by natural or hostile interference. In carrying out the congressional and presidential direction, CIO is responsible for ensuring the DoD addresses a number of GPS, PNT and Navwar acquisition, integration, sustainment, and modernization challenges before the full benefits envisioned for GPS and other DoD PNT systems can be realized. To ensure that the proper

expertise and planning are focused on these key GPS and Navwar issues as well as those associated with other DoD PNT/radio navigation systems, the DoD conducts ongoing assessments, analyses, and evaluations supporting the broad scope of program and system oversight activities as well as policy development and planning.

**1.3 SCOPE:** This PWS addresses core support to be provided to the DoD CIO. Core support will consist of a broad range of programmatic, research and system engineering support, technical analyses, assessments and policy formulation support with respect to the research, development, acquisition, procurement, deployment/fielding, and operation of all DoD GPS, PNT and Navwar systems including national security, civil, commercial, and international cooperative aspects of the DoD PNT Enterprise.

## **2.0 PERFORMANCE REQUIREMENTS**

### **2.1 GENERAL PERFORMANCE REQUIREMENTS**

2.1.1 The majority of the work associated with this task order will be performed in accredited Government Sensitive Compartmented Information Facilities (SCIFs). The majority of contractor personnel will primarily perform the general, specific, and special performance requirements delineated in this task order inside such SCIFs on an unescorted basis. In the performance of the scope of work, contractors will come into contact with classified information concerning or information that is derived from intelligence sources, methods, or analytical processes. Such materials must be handled within formal access control systems requiring that all contractor personnel working on this task order hold a current Top Secret Clearance with SCI access when the vendor proposal is submitted.

2.1.2 All contract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials.

### **3.0 SPECIFIC PERFORMANCE REQUIREMENTS**

**3.1 Tasks.** The required outcome under this task order is to support DoD CIO GPS/PNT Core Support Services enterprise goals – increase mission effectiveness and deliver efficiencies. The contractor shall furnish all labor, supervision of their own personnel and quality control necessary. The contractor shall provide on-site and off-site services for staff analysis, research and evaluation of all PNT Enterprise acquisition materials, and research, development and promulgation of DoD PNT policies and procedures.

The contractor shall provide support in the following areas:

Task 3.1.1 Provide research, engineering, technical, and administrative support to the DoD PNT Enterprise Oversight Council, Executive Management Board (EMB), and associated Working Groups. The contractor shall be responsible for maintaining all records of Council, EMB, and Working Group activity. The contractor must participate in all Council, EMB, and Working Group meetings and report activity status and actions required within seven days to the DoD CIO. The contractor must act as the focal point for coordination of all materials/actions in support of Council, EMB, and Working Group meetings. This activity

includes: meeting announcements, meeting oversight, mailings, record filings, report generation, action summaries, and fiscal tracking. All must be complete at least seven days in advance of any scheduled event. The contractor will support DoD CIO in the preparation of background papers, research and engineering assessments, and analysis of issues being considered by the Council, EMB, and Working Group. The contractor will analyze the effects of Council, EMB, and Working Group planning on DoD PNT Enterprise policy, requirements and operations and provide the results of the analysis to DoD CIO. The seven day advance and post-meeting timeliness criterion also applies to these activities.

Task 3.1.2 Provide a wide range of support to the day-to-day management, and assist in research and program oversight of the GPS Block II and Block III space, control (operational and modernized), and user segments, and of other DoD PNT systems. These activities include the Navwar program, the Selective Availability Anti-Spoofing Module (SAASM) Program, Nuclear Detonation (NUDET) Detection System (NDS) and various GPS modernization initiatives such as the transition to the new cybersecurity assurance architecture for GPS, the development and procurement of M-Code user equipment and transition from legacy to modernized user equipment, augmentations to GPS such as pseudolites, improved inertial systems, better frequency standards (clocks), anti-jam antennas/antenna electronics, and other Navwar electronic protection, electronic support, and electronic attack capabilities as necessary for Navwar compliance certification of DoD integrated PNT systems. All of these activities require substantial and intimate research and engineering capability to evaluate proposed technical solutions to DoD's PNT Enterprise requirements.

Task 3.1.2.1 Assist in overseeing and coordinating the DoD's GPS, Navwar and PNT management and acquisition activities. The contractor will schedule, coordinate, and participate in various program management meetings. The contractor will develop, publish, and maintain program management documentation. The contractor will perform research, assessments and provide recommendations on program management issues.

Task 3.1.2.2 Develop management procedures, processes, and maintain requisite technical capabilities to support DoD CIO in all phases of the PPBE process, including the research and development of program guidance and acquisition policy related to GPS, Navwar, and PNT systems, review of Service Program Objective Memorandum (POM) submissions, research and development of program and budget issues if needed, and the formulation and/or review of budget estimates for GPS and other DoD PNT systems.

Task 3.1.2.3 Support the DoD CIO in all phases of the DoD System Acquisition process. The contractor must maintain the technical capability and expert knowledge necessary to provide support over a broad range of acquisition management activities to include research and system engineering tasks. This must include facilitation and support to the DoD PNT Working Group, EMB, and Oversight Council, quarterly reviews of the GPS Defense Acquisition Executive Summary (DAES) reports, updates to the GPS Acquisition Program Baseline (APB), assessment of program acquisition strategies, and support to the Milestone Decision Authority (MDA) Independent Program Assessments (IPAs) and Defense Acquisition Boards (DABs) with their diverse technical and documentation requirements and subordinate structures.

Task 3.1.2.3.1 Support DoD CIO participation in USD(AT&L)-chartered

IPAs, OSD DAES reviews established to provide oversight and review of the DoD's GPS acquisition. Contractor support must include scheduling and attending meetings and conferences, conducting technical assessments and analyses, generating and distributing minutes, and providing written assessments and briefing materials.

Task 3.1.2.3.2 Support DoD CIO in developing acquisition policy and providing guidance for acquisition activities specifically related to GPS, Navwar, and PNT systems. Contractor support must include research, review and analysis of acquisition agency plans, strategies and briefing materials, assistance in scheduling and conducting OSD acquisition reviews to include preparing DoD CIO principals to attend USD(AT&L) DABs, and in developing guidance materials to the acquisition agency as a result of these reviews.

Task 3.1.3 Provide support to research and system engineering oversight and coordination for the various DoD GPS, PNT and Navwar development activities. The contractor must develop, publish, and maintain system specifications and technical documentation as required. The contractor will perform research, assessments and provide recommendations on technical issues affecting system performance. System engineering knowledge of PNT requirements and solutions is absolutely critical to the successful performance of all tasks within this PWS.

Task 3.1.4 Assist in researching, developing systems security policy, requirements, and guidelines and develop, publish, and maintain related documentation. The contractor must provide GPS and PNT security guidance to systems developers and integrators. The contractor must perform assessments and provide recommendations on systems security issues. The contractor must participate in development of new security architectures for the DoD PNT Enterprise and ensure that developments in these architectures are properly integrated into DoD PNT security policy and procedural updates. New security architectures must include new technical developments. The contractor shall have the engineering expertise to be able to evaluate these solutions for cost, schedule, and most importantly performance and be able to advise the DoD on the efficacy of a given technical solution or program.

Task 3.1.4.1 Conduct research and analyses to support updates to DoD PNT security policy and procedures reflected in published DoD Issuances. The contractor must analyze the impacts of proposed changes to PNT security policy and provide analysis results to DoD CIO for consideration.

Task 3.1.4.2 Assist in administering the systems security program. Additionally, the contractor must administer PNT security policy actions and make recommendations to DoD CIO on security policy decisions. These will include research, review, and preparation of staff packages and briefings for waivers and other exceptions to policy and to ensure coherence with Joint Chiefs of Staff operating instructions and procedures. The contractor must maintain a data base of actions taken to include staff inquiries regarding potential for Policy waivers or amendments.

Task 3.1.4.3 Assist in overseeing and coordinating GPS security policy waiver working group activities. The contractor will schedule, coordinate, and participate in waiver working

group meetings. The contractor must perform assessments and provide recommendations on GPS and PNT security issues.

#### Task 3.1.5 GPS and PNT Technology Export Oversight:

Task 3.1.5.1 Assist in research and development of policies and guidelines for foreign manufacturing, integration, and maintenance of GPS user equipment. The contractor must research, develop, publish, and maintain related documentation. The contractor will perform assessments and provide recommendations on foreign user equipment manufacturing, integration, and maintenance policy issues. Results of these activities must be reflected in developing updates to GPS/PNT security procedures (Section 2.2.4.1). These assessments must require substantial engineering expertise in the technology under review.

Task 3.1.5.2 Assist in ensuring compliance with export control requirements for GPS user equipment and security devices. The contractor must research, develop, publish, and maintain GPS user equipment and security device export control policy and procedures documentation and perform assessments and provide recommendations on user equipment and security device export issues. These activities are part of GPS and PNT security policy administration. The contractor must maintain a data base of actions taken to include staff inquiries regarding licensing actions and foreign military sales cases. These assessments must require substantial engineering expertise in the technology under review.

Task 3.1.5.3 Provide research, assessments and process support to the Export Licensing and Control activities governing the sale and release of equipment and technologies to foreign countries or commercial companies. The contractor must have expert knowledge in the procedures, regulations, and requirements of the Export Licensing and Control process. Likewise, the contractor must provide technical and threat assessments of the impact of such sales or releases. These activities are part of GPS and PNT security policy administration. The contractor must maintain a data base of these activities. These assessments will require substantial engineering expertise in the technology under review.

Task 3.1.6 Support DoD CIO in reviewing requests from government contractors and other private sector enterprises to use GPS PPS equipment and security devices in Independent Research and Development (IR&D) programs. The contractor must track the approval of such requests using the DoD CIO database. The contractor must report approval status quarterly. The contractor must maintain a data base of these activities. These assessments will require substantial engineering expertise in the technology under review.

Task 3.1.7 Assist DoD CIO in developing operational implementation policy, requirements, and guidelines for GPS and related PNT systems within the DoD PNT Enterprise. The contractor must develop, publish, and maintain related documentation. The contractor must perform assessments and provide recommendations on systems implementation issues. This will include the development of roadmaps showing the timelines for operational capabilities derived from implementation of new PNT capabilities in Joint Force platforms and weapon systems. These assessments will require substantial engineering expertise in the technology under review.

Task 3.1.8 Assist in the research, planning and assessment of future GPS, PNT and Navwar systems, new technologies, and acquisition strategies incorporating these new technologies. The contractor must assess the impact of emerging threats to DoD PNT systems and formulate plans

to ensure ongoing viability of these systems. This will include future research, development and fielding roadmaps for GPS and PNT electronic protection, electronic support, and electronic attack capabilities reviewed by the FCB/JCB/JROC and PNT EMB and Council. This will also involve assessing the impact of civil, commercial, and international use of augmentations and alternatives to GPS and other space-based PNT systems. These assessments will require substantial engineering expertise in the technology under review.

Task 3.1.9 Support the DoD CIO in a wide range of interagency activities within the DoD and between the DoD and other Federal Departments and Agencies that facilitate the global application and management of the systems. In accordance with the December 8, 2004 National Security Presidential Directive (NSPD) on space-based PNT systems, this support will be pertinent to DoD CIO participation in the National Space-Based PNT Executive Committee (NPEC), the subordinate Executive Steering Group (ESG), and subordinate National Space-Based PNT Coordination Office (NCO).

Task 3.1.9.1 Provide technical and administrative support to the DoD CIO in conjunction with DoD CIO involvement in the NPEC and associated PNT management structures. The contractor will be responsible for maintaining records of all NPEC-related activity. The contractor may participate in all meetings of the NPEC and report activity status and actions required within 7 days to the DoD CIO. The contractor must act as a focal point for the coordination of all materials/actions in support of NPEC meetings and other activities. This will include meeting announcements, meeting oversight, mailings, record filings, report generation, action summaries, and fiscal tracking. The contractor must support DoD CIO in the preparation of background papers, assessments, and analysis of issues being considered by the NPEC. The contractor must analyze the effects of NPEC planning on GPS policy, requirements and operations and report to DoD CIO the results of the analysis. The contractor must support DoD CIO participation with the NCO in preparation, staffing, and publication of a Five-Year PNT National Plan and annual updates to that Plan.

Task 3.1.9.2 Assist DoD CIO in research, development, review, and coordination of Interagency Agreements and Memoranda of Understanding between the DoD and other Federal Departments and Agencies regarding non-DoD use of GPS or access to GPS PPS or other capabilities within the DoD PNT Enterprise. The contractor must amend existing agreements or draft new agreements at the direction of DoD CIO.

Task 3.1.9.3 Support DoD CIO in the development of DoD inputs to biennial updates of the Federal Radio navigation Plan (FRP) document. This effort must be closely coordinated with the Department of Transportation (DOT) and Department of Homeland Security (DHS) technical and programmatic personnel who are responsible for finalizing the civil portions of the FRP. DoD inputs to the FRP must be completed and integrated into the document in accordance with dates specified by the government.

Task 3.1.9.4 Support DoD CIO in the development of DoD inputs to an update/replacement of the 2004 NSPD reflecting necessary changes in institutional responsibilities among civil interagency participants in management, operation, and use of federally provided PNT systems and services. This update would be expected to reflect the importance of increased civil agency involvement in delivery of required PNT capabilities to domestic critical infrastructure sectors and oversight of the increased prevalence of PNT-enabled operations in federal and commercial operations.

Task 3.1.9.5 Prepare draft plans for DoD and interagency consideration for control of Federal Radio navigation systems, to include GPS, in the event of domestic security threats. These plans must supplement the Emergency Secure Control of Air Traffic (ESCAT) plan and replace elements of the previous Secure Control of Air Traffic Aids to Navigation (SCATANA) plan. The contractor must support DoD CIO participation in DoD and interagency meetings to coordinate and implement the plans. These assessments will require substantial engineering expertise in the technology under review.

Task 3.1.9.6 Assist in developing, publishing and maintaining GPS Standard Positioning Service (SPS) and Precise Positioning Service (PPS) Performance Standards and conduct research, assessments and analyses regarding recommended changes to the Performance Standards. The contractor must analyze proposed changes to GPS Performance Standards for impacts on program security or operations and provide results of the analysis to DoD CIO for assessment and appropriate action. Use of navigation modeling and simulation tools will be essential for development of these performance standards and their updates.

Task 3.1.9.7 Assist DoD CIO in meetings with private sector organizations established to facilitate information exchange and dialogue between civilian users, GPS equipment manufacturers, service providers, and the DoD. The contractor must participate in meetings of the Civil GPS Service Interface Committee (CGSIC) and provide status reports to DoD CIO on the resolution of GPS implementation issues within 15 days of the meetings.

Task 3.1.10 Assist the DoD CIO in research, development, review and coordination of International Agreements or MoAs with foreign military and civil agencies. The contractor must assist DoD CIO in the coordination of these Agreements/MoAs among DoD organizations and with the Department of State. The contractor must advise DoD CIO on the appropriateness of such agreements/MoAs considering DoD PNT security policies as well as other regulations and policies that govern international sharing of GPS and other PNT technologies. The contractor must support DoD PNT initiatives within NATO, bilateral, and other multilateral alliances, including the Navwar Technology Demonstrator System Prototypes Memorandum of Understanding (MOU) Steering Committee with the United Kingdom, Canada, and Australia, or the NATO Capability Panel 2 and its various Capability Teams (i.e., Navwar CaT). The contractor must provide and maintain a record of all NATO PNT activities. The contractor must also draft revisions to existing NATO PNT publications, as directed by DoD CIO.

Task 3.1.11 Provide expertise in the application of modeling and simulation (M&S) tools to perform engineering analyses of the PNT solutions that represent existing DoD programs (e.g., GPS) or may become a preferred PNT solution and a DoD PNT program (e.g., chip scale atomic clocks). Maintain awareness of and involvement in collaborative efforts initiated by OSD and the Services to develop comprehensive M&S environments for analysis and test of new and innovative PNT capabilities. Use of such M&S tools must simulate the specific engineering solution, expected application environments, excursions from that environment, and be reconfigurable for new PNT developments that may emerge over the next decade. The tools may be procured commercially or be contractor developed. Modifications of existing tools are permissible. The tools will require classified elements since the simulated environments for solution evaluation will be threat environments. M&S environments must be realistic and capable of replicating expected hardware behaviors. This task requires substantial PNT systems knowledge, threat environment knowledge and access to threat information, user requirements

knowledge, knowledge of the regulatory environment, especially for spectrum engineering, knowledge of commercial engineering demands placed on the GPS system, knowledge of civil augmentations and their design characteristics, and a thorough understanding of Required Navigation and Timing Performance as engineering doctrine applied to PNT systems worldwide.

Task 3.1.12 Conduct research, assessments and analyses related to spectrum and frequency management issues affecting GPS civil and military frequency assignments. The contractor must provide DoD CIO an assessment of the implications of GPS frequency assignments to civil and military users. The contractor must assist DoD CIO in defending requirements for GPS frequency assignments in both national and international deliberations. These assessments will require substantial engineering expertise in the technology under review. These same actions may also be required for delivery of PNT via other potential radiofrequency (RF) systems that DoD may develop and deploy.

Task 3.1.13 Assist the DoD CIO in the research, assessment, analysis, development, review and coordination of congressional reports and responses to congressional inquiries. The contractor will assist DoD CIO in the coordination of these reports and responses among the Services and with DoD and civil Agencies. The contractor will advise DoD CIO on the appropriateness of such responses considering the broad range of DoD PNT policies as well as other regulations and guidance.

Task 3.1.14 Develop, maintain and provide a one-day training course addressing the PNT Enterprise for both military and civil application areas. The course must familiarize attendees with technical and programmatic features of GPS as well as other GNSS and PNT systems and capabilities within the PNT Enterprise. The contractor must present the course to Government and contractor personnel as specified by the COTR. The contractor will update and maintain the course as necessary to ensure it remains current for the duration of the contract. A classified portion of the course shall be available for personnel requiring more in-depth coverage of certain issues at the TS/SCI level.

Task 3.1.15 Assist the DoD CIO in conducting special assessments and analyses of promising, emerging GPS, PNT and Navwar technologies for potential impacts to existing and future DoD PNT Enterprise systems. The contractor must advise DoD CIO of the feasibility of emerging technologies as well as provide recommendations for resolving identified PNT issues and problems. The contractor must have the capacity and capability to provide quick reaction support to emerging problems and issues within the systems. The contractor must support DoD CIO participation in Defense Science Board (DSB) task forces engaged in assessments of PNT systems and will draft findings and recommendations as required. The contractor must conduct special studies and analyses including economic analyses of the cost/benefits of PNT services to both the military and civil communities; operational analyses, testing and demonstration of PNT and Navwar services for national security; operational analyses of PNT services for homeland security; analyses of alternative/foreign PNT systems; alternative governance/management structures for PNT systems/services to include GPS. These assessments shall require substantial engineering expertise in the technology under review.

Task 3.1.16 Support DoD CIO participation in the assessment of threats and vulnerabilities associated with cybersecurity aspects of the DoD PNT Enterprise in both the creation and use of PNT capabilities by the DoD. The contractor must support the DoD CIO in assessments of cybersecurity threats to elements of the DoD PNT Enterprise as well as assessments of how the



DoD PNT Enterprise enables cybersecurity operations for the Joint Force. This includes specifically those PNT capabilities inherent in enabling the operation of cybersecurity applications integral to information, communication, and command and control systems used by the DoD.

Task 3.1.17 Support DoD CIO activities in assessing the policy and technical implications of PNT Enterprise contributions to rapidly evolving autonomous vehicle technologies. This acknowledges the facts that PNT-enabled autonomous vehicles are already widely used in military, civil, and commercial sectors, and their use is growing rapidly. This rapid growth presents attendant dual-use implications both for increasing efficiency in operations and increasing the threat of hostile use based upon the PNT capabilities employed to enhance the autonomy of such operations.

### **3.2 NOT APPLICABLE**

### **3.3 PERIOD OF PERFORMANCE**

The period of performance for this task order shall be for one (1) base period of 12 months and four, 12 month option periods. All support contractors shall be at the place of performance at the beginning of the initial performance period. The Period of Performance will be:

Base Period: Date of Award + 12 months

Option Period I: 12 months after Base Period

Option Period II: 12 months after Option Period I

Option Period III: 12 months after Option Period II

Option Period IV: 12 months after Option Period III

### **3.4 TRAVEL AND OTHER DIRECT CHARGES (ODC)**

3.4.1 Travel is required to various CONUS/OCONUS locations as determined by the Government Project Lead. In addition, some local travel may be required in conjunction with this task. Travel will not exceed \$4,000.00 for the base period and \$4,000.00 each option period. The contractor shall provide a written request for travel to the COR prior to finalizing any travel arrangements. All travel must be approved by the COR prior to purchase of tickets and commencement of travel. The contractor shall be reimbursed for actual allowable, allocable, and reasonable travel costs incurred during performance of this effort in accordance with the FAR 31.205-46 "Travel costs". Requests for approval of costs in excess of maximum per diem rates in accordance with the procedures contained in FAR 31.205-46(a)(3) must be submitted to the Contracting Officer for final approval prior to commencement of travel.

3.4.2 There are no Other Direct Charges anticipated for this contract. The Government will not provide mobile communications devices such as smart phones to contractor employees, nor will the Government reimburse contractors for purchase of mobile communications devices through any issued contract/task order.

### **3.5 HOURS OF OPERATIONS/PLACE OF PERFORMANCE/HOLIDAYS**

The majority of the work associated with this task order will be performed on-site within Government facilities. On-site Government facilities will predominantly be in the Pentagon, Mark Center, Crystal City, Rosslyn, Ft. Belvoir, and surrounding metropolitan Washington, DC area. Contractor personnel are expected to conform to normal operating hours. The normal duty hours are 0800 to 1700 hours with a one hour lunch period Monday through Friday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this task order work statement when the Government facility is not closed for the above reasons.

Recognized Holidays: Unless required under the terms of the contract or authorized by the contracting officer, the contractor shall not work on any of the following holidays and the Government observed legal holidays: New Year's Day; Birthday of Martin Luther King, Jr.; Inauguration Day (Fiscal Year 2021 only); Washington's Birthday; Memorial Day; Independence Day; Labor Day; Columbus Day; Veterans Day; Thanksgiving Day; and Christmas Day.

### **3.6 HISTORICAL LEVEL OF EFFORT**

Historically, this effort has been satisfied by a level of effort equating to approximately 11 FTE.

### 3.7 SCHEDULE OF DELIVERABLES

3.7.1 All deliverables must meet professional standards and meet the requirements set forth under criteria for acceptance. The Contractor shall be responsible for delivering all end items specified. The following items are deliverables that fall within the scope of this task and are illustrative of the type of work the Government expects to order:

Deliverable	Schedule	Submit to
Monthly written Progress Report	Monthly; not later than the tenth working day of the following month	COR, Government Project Lead, IDIQ Manager
Monthly written Financial Report	Monthly; not later than the tenth working day of the following month	COR, Government Project Lead, IDIQ Manager
Technical/Administrative Reports/Papers on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	Within 15 days of Government tasking.	Government Project Lead
Briefings/Presentations on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	Within 10 days of Government tasking.	Government Project Lead
Cost Analysis Summary on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	Within 10 days of Government tasking.	Government Project Lead
White Paper Evaluations of DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	Within 15 days of Government tasking.	Government Project Lead
Draft agendas, minutes, and other documentation for PNT Oversight Council, EMB, and WG activities	NLT 7 days prior to a scheduled event and 7 days after the event.	Government Project Lead

3.7.2 Deliverable Formats. All studies, analyses, reports, software, documentation, briefings, slides, etc. shall be prepared and presented in appropriate Microsoft Office application software: e.g., Word, Excel, Project, PowerPoint, etc. The applications shall be compatible with the versions installed at DoD CIO at the time the PWS is issued.

### 3.8 PERFORMANCE REQUIREMENTS SUMMARY

Requirements	Performance Standards	Acceptable Quality Level	Method of Performance Surveillance
1. The contractor shall deliver a Monthly Progress Report (MPR)	All MPRs are on time, in the required format, are error-free, and have the required content	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by COR, Government Project Lead, and/or IDIQ Manager
2. The contractor shall deliver a Monthly Financial Report (MFR)	All MFRs are on time, in the required format, are error-free, and have the required content	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by COR, Government Project Lead, and/or IDIQ Manager
3. The contractor shall deliver Technical/Administrative Reports/Papers on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	All Reports/Papers are on time, in the required format, error-free, contain the required content, and reflect a high degree of professional expertise	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by Government Project Lead
4. The contractor shall deliver Briefings/Presentations on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	All Briefings/Presentations are on time, in the required format, error-free, contain the required content, and reflect a high degree of professional expertise	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by Government Project Lead
5. The contractor shall deliver Cost Analysis Summaries (CAS) on DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	All CAS are on time, in the required format, error-free, contain the required content, and reflect a high degree of professional expertise	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by Government Project Lead
6. The contractor shall deliver White Paper Evaluations of DoD Positioning, Navigation, and Timing (PNT) Programs/Areas of Interest and DoD GPS, PNT and Navwar systems	All White Papers are on time, in the required format, error-free, contain the required content, and reflect a high degree of professional expertise	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by Government Project Lead
7. The contractor shall deliver draft agendas, minutes, and other documentation for PNT Oversight Council, EMB, and WG activities	All draft agendas, minutes, and other documentation for PNT Oversight Council, EMB, and WG activities are on time, in the required format, error-free, contain the required content, and reflect a high degree of professional expertise	On average, no more than one error per page; errors are minor and limited to typographical or grammatical errors	100% review by Government Project Lead

#### 4.0 SPECIAL PERFORMANCE REQUIREMENTS

The work associated with this task order shall be performed primarily at the government site. All personnel working under this task order in Government spaces must have a current Top Secret clearance and be SCI eligible at the time of quotation.

Post Award Conference/Periodic Progress Meetings: The Contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation Subpart 42.5 --“Post-award Orientation”. The contracting officer, Contracting Officers Representative (COR), and other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings the contracting officer will apprise the contractor of how the government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the government.

Government Furnished Property/Equipment: The Government will furnish the necessary workspace for the contractor staff to provide the support outlined in this PWS to include desk space, desk telephones, computer equipment to include access to the Unclassified but Sensitive Internet Protocol Router Network [formerly called the Non-Classified Internet Protocol Router Network (NIPRNet)] and Secret Internet Protocol Router Network (SIPRNet), and other items necessary to perform in a normal office environment. The Government will neither provide mobile communications devices such as smart phones to Contractor employees, nor reimburse Contractors for purchase of mobile communications devices through any issued contract/task order.

Facilities: Contractor personnel will work primarily on-site within Government facilities such as in the Pentagon, Mark Center, Crystal City, Rosslyn, Ft. Belvoir, and surrounding metropolitan Washington, DC. For requirements where contractor personnel work in contractor facilities, the contractor shall furnish the necessary workspace for the contractor staff to provide the support outlined in the task order work statement to include desk space, telephones, computer equipment to include NIPRNet and SIPRNet access and other items necessary to perform in a normal office environment. Contractor will ensure that Contractor employees that require routine access to Government facilities during their performance in-process and out-process through the DoD CIO Security Office in Room 3C1057, Pentagon (e-mail address is: [osd.pentagon.dod-cio.mbx.dod-cio-security@mail.mil](mailto:osd.pentagon.dod-cio.mbx.dod-cio-security@mail.mil)). Contractor personnel working on this task order may be issued a Common Access Card (CAC) for access to the Pentagon building, allowing unescorted access. Other contractor personnel will be issued other Government-issued badges to allow unescorted access to other Government buildings. Contractor personnel shall complete the appropriate security paperwork and comply with associated policies. It is imperative that all contractor personnel understand that these Government-issued badges that allow unescorted access to Government buildings remain Government property and that they shall be returned to the office that issued the badge immediately upon the decision, or notification, that he/she is no longer working on this task order. For the Pentagon, all CAC cards must be returned to the DoD CIO Security Office in Room 3C1057, Pentagon. Contractor personnel may be required to access data and information proprietary to the Government while performing under this task order.

Contractor personnel may also have information of such a nature that its dissemination or use, other than in performance of this task order would be adverse to the interest of the Government or others. The contractor shall not divulge or release data or information developed or obtained in performance of this task order except to authorized Government personnel, or upon written approval of the Contracting Officer's Representative (COR). The contractor shall not use, disclose, or reproduce proprietary data, other than as required in the performance of this task order. The limitations above do not apply to data or information that has been made public by the Government. In the course of performance pursuant to this task order, the contractor may require access to non-public information such as Planning, Programming, Budgeting, and Execution (PPBE) information. In the event that the Contractor requires access to PPBE information while performing duties under this task order, the contractor shall agree that each of its employees and others performing work under this task order shall sign the Non-Disclosure Agreement provided as part of the solicitation. The Government retains unlimited rights to all deliverables, analyses, reports, documentation, briefings, etc., in whatever medium or format, developed and conducted under this task order. Prior to assigning Contractor employees that require access to Government facilities to this task order, the Contractor's Facility Security Officer FSO shall submit Personnel (Security) Clearance (PCL) validation through use of a Visit Authorization Request (VAR) for each employee, to the DoD CIO Security Office in Rm. 3C1057, Pentagon, in accordance with DoD 5220.22-M, National Industrial Security Program Operating Manual (NISPOM).

**Quality Control:** The contractor shall develop and maintain an effective quality control program to ensure services are performed in accordance with this PWS. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. The contractor's quality control program is the means by which the contractor is assured that its work complies with the requirement of the contract. As a minimum, the contractor shall develop quality control procedures that address the areas identified in Technical Exhibit 1, "Performance Requirements Summary" in the Basic IDIQ. After acceptance of the quality control plan the contractor shall receive the contracting officer's acceptance in writing of any proposed change to the QC system. The contractor's QC plan must be submitted to the Contracting Officer 10 days after contract award.

**Personnel Security:** The DD254 (Contract Security Classification Specification) of the basic IDIQ applies to this contract.

**Operational Security:** OPSEC is a structured process that identifies critical information, analyzes friendly actions, integrates threat analysis and risk assessments, then helps personnel apply protective measures to mitigate unacceptable risk. The contractor shall agree to comply with the same basic OPSEC rules, requirements, and standards as government personnel. When contractor personnel are working primarily in government facilities, OPSEC Awareness Education and Training will be provided or coordinated through the appropriate government security channels and OPSEC protective measures (countermeasures) shall be applied as directed by the government. When contractor personnel are working primarily in contractor facilities, OPSEC Awareness Education and Training will be provided by the contractor. All contractor support personnel are required to receive OPSEC Awareness Education and Duty-Related Training.

The Contractor shall comply with the DoD Customers Operations Security Program, specifically DoDD 5205.02 "DoD Operations Security (OPSEC) Program" March 6, 2006 or current version.

**Organizational Conflict of Interest and Non-Disclosure Requirements:** The Contractor warrants

that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest, which is defined as a situation in which the nature of work under a Government contract and a Contractor's organizational, financial, contractual or other interests are such that: award of the contract may result in an unfair competitive advantage; or the Contractor's objectivity in performing the contract work may be impaired. Specific task orders issued under this IDIQ may require the contractor to provide systems engineering and technical direction, or prepare specifications or work statements, as well as other areas for potential organizational conflicts of interest addressed in FAR 9.505. Performance of such tasks may preclude the contractor from consideration for award of related programs. The contractor is required to advise the contracting officer whether it considers that an actual or potential OCI exists for each task order.

**Non-Disclosure Agreement:** In the course of performance pursuant to this contract, the contractor may access nonpublic information, including Planning, Programming, Budgeting and Execution (PPBE) information. In that event, the contractor shall agree that it will not use or disclose any such information unless authorized by the COR or the task order monitor. The contractor shall further agree that it will use its best efforts to ensure that its employees and others performing services under this contract will not use or disclose any such information unless authorized by the COR or the task order monitor. The contractor shall protect information in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a) and applicable DoD Rules and Regulations. To that end, the contractor shall agree that each of its employees and others performing duties under this contract will sign the Non-Disclosure Agreement set forth below, or as updated during the IDIQ for each task order award as specified during the solicitation for that task order.

The Contracting Officer's Representative (COR) for this effort shall be designated in a separate delegation letter.

To assist the Government with the appropriate surveillance during the performance of this PWS, a Monthly Progress Report (MPR) is a requirement for this task order. MPRs shall be submitted to the Government Project Lead and the COR. The primary objective of the report is to provide the Government reasonable assurance the Contractor is using efficient methods and effective cost controls in executing each task. The Contractor shall propose a format to be approved by the Government that meets the intent of the report, which shall include the following: 1) identification of fixed task order information, i.e. date of award of task order, period of performance of the task order, amount of award, anticipated completion date of the task order, 2) status of the order, 3) discussion of activities that map back to the tasks and deliverables identified in the task order including a summary of briefings, meetings, or visits and accomplishments during the reporting period; 4) milestones achieved; 5) anticipated activity for the next reporting period; 6) problems encountered or anticipated; 7) financial information including the amount of award by CLIN, invoiced costs for period submitted, amount invoiced to date, amount remaining, and % remaining, all submissions for travel costs shall include an explanation of the charges (Contractor shall provide detailed back-up documentation for all travel costs upon request by the COR and as part of its invoice submission); and 8) a forecast of the probability of completing the PWS within the required task order timeframe.

**Government Remedies:** The Contracting Officer shall follow FAR 52.212-4, "Contract Terms and Conditions-Commercial Items" or 52.246-4, "Inspection of Services-Fixed Price" for

Contractor's failure to perform satisfactory services or failure to correct non-conforming services.

**Deliverables and Departing Personnel:** All contract deliverables are expected to continue regardless of any departing or on-boarding of personnel, personnel on short-term or long-term leave or any vacant positions. Contractor shall backfill any permanently vacant position within thirty (30) calendar days. The thirty (30) calendar day clock begins the day after the vacating employee's last day of work. If any position is not filled with the thirty (30) calendar-day window, the Government reserves the right to request reimbursement of that position for the length of its vacancy beginning on day thirty one (31).



NDA

**SUBJECT: NON DISCLOSURE AGREEMENT/OCI-PCI Representation**

**REFERENCE Contract No.:**

**CONTRACTOR:**

I, \_\_\_\_\_, understand that, in the course of my employment with \_\_\_\_\_ (contractor), its subcontractors or consultants, I may, while providing services under the above contract, have access or routinely come into contact with non-public information and documents including, but not limited to, planning, programming, financial, budgeting or execution (PPBE) information, classified information, procurement information (e.g., future requirements, statements of work, and acquisition strategies), source selection information (e.g., bids, proposals, source selection plans, offeror evaluations and source selection decisions), trade secrets and other confidential/proprietary business information (e.g., confidential business information submitted by a contractor), attorney work product, attorney-client privilege information, Privacy Act-protected information (e.g., social security numbers, home addresses and telephone numbers) (PPI), or other sensitive data such as leases, internal memoranda and correspondence and a wide variety of other documents and information that must be safeguarded from disclosure (hereinafter "non-public information").

I agree that, as a condition to performing services under the above contract, I shall, in addition to any other obligations under federal law and regulations, not disclose, or cause to be disclosed, any non-public information without the prior written consent of the Contracting Officer or Contracting Officer's representative. I further agree that such non-public information will be safeguarded in accordance with Federal law and regulations and contractor's best commercial practices. I agree that I have an affirmative duty to determine whether a document/ information are sensitive and not subject to public release before releasing or disclosing it to any Government agency, person, or organization. I understand and agree that a failure to adequately safeguard such non-public information may result in termination of my employment, civil liability, or criminal penalties.

I further understand that the duty to safeguard the non-public information is a continuing personal obligation that is not terminated or otherwise modified by change of jobs or employer. I further agree that upon ending employment with contractor, its subcontractor or consultant or termination of the above contract, I will return to contractor all non-public information in my possession.

I shall ensure that my status as a contractor employee is known when seeking access to and receiving non-public information from Government employees. Appropriate restrictive legends will be included on any copies or reproductions (paper or electronic) made of all non-public information and any data that is derived from, based upon, incorporates, includes, or refers to the non-public information.

The duties described herein are in addition to, and independent of, any Procurement Integrity Certifications I may subsequently execute.

\*\*\*\*These provisions are consistent with and do not supersede, conflict with, or otherwise alter the employee obligations, rights, or liabilities created by existing statute or Executive order relating to (1) classified information, (2) communications to Congress, (3) the reporting to an Inspector General of a violation of any law, rule, or regulation, or mismanagement, a gross waste of funds, an abuse of authority, or a substantial and specific danger to public health or safety, or (4) any other whistleblower protection. The definitions, requirements, obligations, rights, sanctions, and liabilities created by controlling Executive orders and statutory provisions are incorporated into this agreement and are controlling.\*\*\*\*

I further represent that I have no past, present, or currently planned interest (financial or otherwise) relating to the work to be performed under this contract that would impinge my ability to render impartial, technically sound, and objective assistance or advice or in performing this contract. I further agree to disclose immediately to the Government any conflict of interest that arises after contract award to contractor. I also agree that I will not compete as an offeror or as a member of an offeror's team for any contract award that involves or relates to the services provided under the above referenced contract.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_