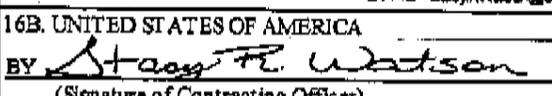


ITES 2

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 05-Aug-2007	4. REQUISITION/PURCHASE REQ. NO.		1 47
6. ISSUED BY ARMY CONTRACTING AGENCY-ITEC4 2461 EISENHOWER AVE ALEXANDRIA VA 22331-1700		CODE W91QUZ	7. ADMINISTERED BY (If other than Item 6) ARMY CONTRACTING AGENCY-ITEC4 2461 EISENHOWER AVE ALEXANDRIA VA 22331-1700		CODE W91QUZ
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) PRAGMATICS, INC. KIMMY DUONG 7926 JONES BRANCH DR STE 711 MCLEAN VA 22102-3803			9A. AMENDMENT OF SOLICITATION NO.		
			9B. DATED (SEE ITEM 11)		
			X 10A. MOD. OF CONTRACT/ORDER NO. W91QUZ-07-D-0002		
			X 10B. DATED (SEE ITEM 13) 04-Dec-2006		
CODE 41839		FACILITY CODE 41839			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.					
Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-1 II					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: sw atso071876 See Attached SF30 Continuation Page					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print) KIMMY DUONG			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STACY R. WATSON / CONTRACTING OFFICER TEL: 703-925-3316 EMAIL: Stacy.R.Watson@conus.army.mil		
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		15C. DATE SIGNED 8/15/07	16B. UNITED STATES OF AMERICA BY  (Signature of Contracting Officer)		16C. DATE SIGNED 05-Aug-2007

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 47
2. AMENDMENT/MODIFICATION NO. P00001	3. EFFECTIVE DATE 05-Aug-2007	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY ARMY CONTRACTING AGENCY-ITEC4 2461 EISENHOWER AVE ALEXANDRIA VA 22331-1700	CODE W91QUZ	7. ADMINISTERED BY (If other than item 6) ARMY CONTRACTING AGENCY-ITEC4 2461 EISENHOWER AVE ALEXANDRIA VA 22331-1700		CODE W91QUZ
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) PRAGMATICS, INC. KIMMY DUONG 7926 JONES BRANCH DR STE 711 MCLEAN VA 22102-3603			9A. AMENDMENT OF SOLICITATION NO.	
			9B. DATED (SEE ITEM 11)	
			X	10A. MOD. OF CONTRACT/ORDER NO. W91QUZ-07-D-0002
			X	10B. DATED (SEE ITEM 13) 04-Dec-2006
CODE 41839	FACILITY CODE 41839			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-1 II				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: sw atso071876 See Attached SF30 Continuation Page				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STACY R. WATSON / CONTRACTING OFFICER TEL: 703-325-3315 EMAIL: Stacy.r.Watson@conus.army.mil	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY <u>Stacy R. Watson</u> (Signature of Contracting Officer)		16C. DATE SIGNED 05-Aug-2007

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

The following have been added by full text:

CONTINUATION PAGE

- a. The purpose of this modification is to make the following changes:
- (1) Deobligate the funds from CLIN 0001 Guaranteed Minimum from \$40,000 to \$0.00. Pragmatics has exceed the minimum guaranteed;
 - (2) Update Section A Contract Administration information;
 - (3) Update Section C, SOO
 - (4) Revise Section G, paragraph G.4 Contract Management;
 - (5) Revise Section J – List of Attachment;
 - (6) Revise Section J, Attachment 6, Pragmatics Final Proposal Revision dated 3/27/06, Volume I – Mission Support, Section I – Performance Based Approach
 - (7) Update Section J, Attachment 1 - Pragmatics Schedule B - Labor Rates Table
- b. As a result of this modification the total amount of this contract is decrease from \$40,000.00 to \$0.00..
- c. All other terms and conditions of this contract remains unchanged and in full force and effect.

SECTION A - SOLICITATION/CONTRACT FORM

The total cost of this contract was decreased by \$40,000.00 from \$40,000.00 to \$0.00.

The following have been modified:

SECTION A

A.1 Government's Contract Administration:

The basic contract will be administered by the office indicated in SF33, Block 7. Individual orders will be administered as designated in the order.

ACA/ITEC4 Contracting Office:

Contracting Officer:
E-mail address:
Telephone number:

Chris Dauolas
chris.dauolas@us.army.mil
703-325-4573

Contract Specialist: Stacy Watson
 E-mail address: Stacy.Watson@us.army.mil
 Telephone number: 703-325-3315

Ombudsman: Stephen Carrano
 E-mail address: Stephen.Carrano@us.army.mil
 Telephone number: 703-325-9760

Army Small Computer Program:

Contracting Officer's Representative: Marian Keitelman
 E-mail address: Marian.Keitelman@us.army.mil
 Telephone number: 732-427-6792

A.2 Contractor's Contract Administration:

Contractor's Administration Office:

Address:
 (if different than SF33, Block 15A)

Point of contact:

Kimmy Duong

Telephone number:

(703) 761-4033 x102

E-mail address:

duong@pragmatics.com

Authorized Contractor Representative:
 (Contractual Binding/Negotiation Authority)

Name and Title:

Kimmy Duong, Chief Financial Officer

Telephone number:

(703) 761-4033 x102

E-mail address:

duong@pragmatics.com

Remittance Address (SF33, Block 15C):

Electronic Funds Transfer (EFT) payment shall be made as follows:

Financial institution address:

Chevy Chase Bank

Chevy Chase, MD

Attn: Garry Waller (301) 987-2265

Routing transit number:

Chevy Chase Bank

255071981

Depositor account number:

Pragmatics, Inc.

014378868

If not paying via EFT, payment shall be made to the following address:

Contractor's designated address:

Point of contact:

Telephone number:

E-mail address:

A.3 Invoice Submittal Address (SF 33, Block 23):

The address for invoice submission shall be identified on each individual order. Invoice submission shall be in accordance with the respective "Invoice" clause as identified in the individual order.

A.4 Payment Office (SF 33, Block 25):

The payment office shall be identified on each individual order. The procedures for payment shall be in accordance with the respective "Payment" clause, as identified in the individual order.

SECTION B - SUPPLIES OR SERVICES AND PRICES

CLIN 0001

The unit price amount has decreased by \$40,000.00 from \$40,000.00 to \$0.00.

The total cost of this line item has decreased by \$40,000.00 from \$40,000.00 to \$0.00.

SECTION C - DESCRIPTIONS AND SPECIFICATIONS

The following have been modified:

SECTION C

STATEMENT OF OBJECTIVES (SOO)

1.0 INTRODUCTION

The U.S. Army Small Computer Program (ASCP), in coordination with the Army Contracting Agency (ACA), Information Technology, E-Commerce, and Commercial Contracting Center (ITEC4), is seeking qualified contractors to support the Army enterprise infrastructure and infostructure goals with information technology (IT) services worldwide.

The Army is seeking contractors who are willing to partner with the Army to meet its mission. The Army is structuring the ITES-2S contract in a manner that ensures that the contractors' goals and objectives are in alignment with those of the Army. Superior performance on the contractors' part will directly and indirectly link to superior Army mission accomplishment through the economic and efficient use of information technology. (Within the context of the Army/contractor partnership, the terms "partner" and "partnership" should not be read to suggest any formal legal partnership or joint venture between the contractor and the agency.) The Army/contractor partnership will reflect the attributes of an open, collaborative, and customer-oriented professional relationship.

It is of critical importance that vendors become aware of the implications of the phased strategy to transform to a single Army Network/Army Enterprise Infostructure (AEI). Consequently, responsibility for technical control of the AEI is the responsibility of NETCOM/9th Army Signal Command and will evolve in conjunction with the development of a suite of new common policies and guidance. These documents, some still under revision, will frame the network management and netcentric implementation strategies, and must be interpreted as required constraints for the operational environment under this contract.

2.0 SCOPE

The ITES-2S scope will include a full range of services and solutions necessary for the Army to satisfy its support of the Army enterprise infrastructure and infostructure goals with Information Technology (IT) services worldwide. The scope includes the Command, Control, Communications, Computers, and Information Management (C4IM) requirements as defined in Army Regulation 25-1 (AR 25-1).

ITES-2S contemplates services-based solutions under which contractors may be required to provide a full range of IT equipment. Therefore, end-to-end solutions to satisfy worldwide development, deployment, operation, maintenance, and sustainment requirements are included. Additionally included is support to analyze requirements, develop and implement recommended solutions, and operate and maintain legacy systems, and equipment. It is the intention of the Government to establish a scope that is broad, sufficiently flexible to satisfy requirements that may change over the period of performance, and fully comprehensive so as to embrace the full complement of services that relate to IT.

The U.S. Army, Department of Defense, or any other Federal Agency will be authorized to fulfill requirements under ITES-2S.

2.1 ITES-2S Task Areas

The IT services solutions are categorized in the list of task areas identified below. The task areas are further subdivided into sub-task areas to further define the scope of the task areas. This list of sub-tasks is not considered to be inclusive of all sub-tasks within each task area. Specific details of task assignments, deliverables, documentation, training, applicable government/department/industry standards, etc., will be provided within individual task orders.

Business Case Analysis

Functional Requirements Decomposition

IT Capital Planning

Gap Analysis

Risk Management

Workflow Analysis

Information Systems Security

Computer Security Awareness and Training

Computer Security Incident Response

Information, System, Data, and Physical Security

Mainframe Automated Information Security Support

Information Assurance

Disaster Recovery

Continuity of Operations

Contingency Planning

Remote Monitoring/Intrusion Detection

Security Architecture Design

Security Hardening

Secure Video Teleconferencing

System Certification and Accreditation (DITSCAP)

Information Technology Services

Biometrics

Configuration Management

Capacity Management

Computer Aided Design/Engineering/Management (CAD/CAE/CAM)

Computer Systems Administration, Management, and Maintenance

Design/Specifications for Information Systems

Data and/or Media Management

Database Applications Development

Design/Specifications for Information Dissemination

DODAF Based Operational & System Architecture Design & Development

Economic/Business Case Analysis (Cost/Benefit and Risk)

Independent Validation and Verification (IV&V)

Internet/Intranet/Web Applications/Network Computing

Legacy Systems Modernization

Performance Benchmarking/Performance Measurements

Simulation and Modeling

Software/Middleware Development

Source Data Development

Statistical Analysis

Systems Development and Software Maintenance

Systems Programming

Video Teleconferencing

Voice over Internet Protocol (VOIP)

Web and Computer Systems Decision Support Tools
Web Enabled Applications

Enterprise Design, Integration, and Consolidation

- Information and Knowledge Engineering
- Integrated Solutions Management
- Knowledge Engineering/Management
- Market Research and Prototyping
- Measuring Return on Investment (ROI)
- Earned Value
- Compliance with Interoperability Standards
- Product Integration
- Reliability and Maintainability
- Requirements Analysis
- Reverse Engineering
- Software Engineering
- Software Life Cycle Management
- Systems Integration
- Technology Insertion
- Test and Evaluation
- Wireless Networking

Education/Training

- User Training
- Wargaming, Experimentation, Scenario Design & Execution
- Instructional Design, and Modeling & Simulation
- Design & Execution of Computer-generated Imaging Training

Program/Project Management

- Strategic Enterprise IT Policy and Planning
- Change Management
- Program Assessments and Studies
- IT Strategic Planning Program Assessment and Studies
- IT Project Cost & Schedule Management
- IT Strategic Planning
- Management/Administrative Support/Data Entry
- Deployment Management

Systems Operation and Maintenance

- Computer Center Technical Support
- Commercial Off-the-Shelf Software Products and Support
- Computer Systems Administration
- Computer Systems Facilities Management and Maintenance
- Licensing Support
- Software License Management
- Legacy Systems Maintenance
- Network Management
- Help Desk Support
- Desktop Support
- Property Management

Network Support

- Network and Telecommunications Infrastructure Support
- Office Automation Support

Seat Management / Asset Management

3.0 ITES2-S STATEMENT OF OBJECTIVES (SOO)

3.1 Objectives

The fundamental purpose of the ITES-2S is to support the Army enterprise infrastructure and infostructure goals with a full range of innovative, world class information technology support services and solutions at a reasonable price. It is essential that the ITES-2S solutions enhance Army Net-operations/Net-centric capabilities and holistically support the Army customers, with a goal of providing a common look and feel for Army applications at all levels of both the strategic and tactical Army enterprise. The solution must not only be in compliance with existing DoD and Department of Army standardization and interoperability policies, but should also strive to enhance Army capabilities by supporting implementation and partnering in the implementation of NETCOM's Networthiness program. The Army has established the following objectives for the ITES2-S contract.

3.1.1 Contractual Management

- i. Establish and maintain contract methodologies and operations that are flexible, facilitate change, and allow for continuity of user support over the life of the contract.
- ii. Continuously improve task order competition throughout the life of the contract.
- iii. Increase use of subcontractors and teaming partners to bring expert talent and ingenuity to the varied work under ITES2-S and effectively utilize small businesses to assure achievement of mandatory subcontracting goals.

3.1.2 Partnership

- i. Promote the contract to Army, DoD, and other federal agencies to increase potential customers' awareness of available services, solutions, and the benefits of this contract.
- ii. Support and partner with ASCP on the Army's data and reporting requirements through electronic interface.
- iii. Promote the benefits of performance-based contracting by educating the Army users.
- iv. Continuously seek ways to increase customer satisfaction through delivery of superior IT services.
- v. Support and partner with ASCP hardware and software contract holders as a preferred source of supply.

3.1.3 Business Processes

- i. Provide compliant, state-of-the-market, sustainable, supportable, and interoperable IT service solutions worldwide.
- ii. Identify and implement best commercial practices, new technologies and streamlined approaches that afford the Army and other customers' information technology and telecommunications structure the ability to improve their performance and IT business processes (e.g. offering tools, techniques, and practices for migration to enterprise resource planning, implementation of enterprise directory services).
- iii. Assure affordable, best value, best pricing solutions.

4.0 CONSTRAINTS

The SOO provides contractors with maximum flexibility to conceive and propose innovative approaches and solutions. However, in some cases, there may be constraints that the government must place on those solutions. The following specifications, standards, policies and procedures represent the constraints placed on this acquisition. All documents listed are mandatory, as applicable. Applicability is as defined in the document. The most current version of the document at the time of Task Order issuance will take precedence. The list is not all-inclusive. Other documents required for execution of tasks issued under ITES-2S will be cited in the relevant task order. It is the policy of the DoD and the Army that IA requirements shall be identified and included in the design, acquisition, installation, operation, upgrade, or replacement of all DoD information systems. This includes systems and processes developed within the Defense Acquisition System; systems and processes developed at private expense; outsourced business processes supported by private sector information systems; and outsourced information technologies. All IA equipment necessary to satisfy requirements for a design, acquisition, installation, operation, upgrade, or replacement of DoD information systems shall be procured from the CSLA IA BPA listed on ASCP's IT e-mart and cited at paragraph 4.6.3. Security requirements that shall be accomplished by the Contractor will be per the DoD Information Technology Security Certification and Accreditation Process (DITSCAP) outlined in DoD 8510.1-M (see <http://www.dtic.mil/whs/directives/corres/pdf/851001m.pdf>). The Contractor shall transmit and deliver any classified material/reports IAW the National Industrial Security Program Operations Manual (NISPOM) and the Industrial Security Regulation (DoD 5220.22-S-2). Each proposed task order under this contract will be screened for compliance with applicable IA statutes, policies, and procedures. Specific requirements will be stated in the task order statement of work/statement of objectives. In addition, all IA or IA-enabled IT hardware, firmware, and software components or products incorporated into DoD information systems must comply with the evaluation and validation requirements of National Security Telecommunications and Information Systems Security Policy Number 11. Such products must be satisfactorily evaluated and validated either prior to purchase or as a condition of purchase. Evidence shall include a vendor's warrant, in their responses to a solicitation and as a condition of the contract, that the vendor's products will be satisfactorily validated within a period of time specified in the solicitation and the contract. Purchase contracts shall specify that product validation will be maintained for updated versions or modifications by subsequent evaluation or through participation in the National IA Partnership (NIAP) Assurance Maintenance Program or the Common Criteria Recognition Arrangement (CCRA) Assurance Maintenance Program. Web links are provided wherever possible.

4.1 Army Enterprise Standardization

- 4.1.1 Army Enterprise Desktop Software Standardization (TECHCON 2003-005d) 23 July 2007. https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/TA_2003-005d_Army_Enterprise_Desktop_Standardization.pdf
- 4.1.2 Memorandum Establishing Army MS ELA Software Inventory as Single Source for Obtaining MS Products. 04 February 2004, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/04Feb2004-MS_ELA_policy.pdf
- 4.1.3 Moratorium On Microsoft Products And Product Support Services. 19 June 2003. https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/June03_Moratorium_Message.pdf
- 4.1.4 Enterprise Software Agreements. 2 December 2002. https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/Army_policy_letter_on_D FAR.pdf
- 4.1.5 DFARS Final Rule on the use of Enterprise Software Agreements. 25 October 2002, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/DFARS_ESI_Final_Rule.pdf
- 4.1.6 Acquiring Commercially Available Software and Information Technology (IT) Products within the Army. 11 January 2001,

https://ascp.monmouth.army.mil/scp/downloads/standardspolicy_files/acquiring_commercial_software_11012001.pdf

- 4.1.7 NETCOM Technical Authority Implementation Memorandum, Army Enterprise Desktop Standardization (TA 2003-005c) 13 September 2006, <https://www.us.army.mil/suite/doc/6736239>
- 4.1.8 DA Information Technology (IT) Acquisition & Procurement Policy 12 Jun 2007, https://ascp.monmouth.army.mil/scp/downloads/standardspolicy_files/ITProcurementMemoSigned.pdf
- 4.2 Army Knowledge Management
 - 4.2.1 Army Knowledge Management and Information Technology Management (AR25-1). 30 June 2004, http://www.usapa.army.mil/pdf/r25_1.pdf
 - 4.2.2 Army Knowledge Management Implementation Plan (Version 2.0). AKM Strategic Plan outlines five goals that challenge our most basic institutional business processes and policies for IT and information management (IM) in support of the Army Campaign Plan (ACP):
 - Goal 1 -Adopt governance and cultural changes to become a knowledge-based organization
 - Goal 2 -Integrate Knowledge Management (KM) concepts and best practices to promote the knowledge-based force
 - Goal 3 -Manage the infostructure as an Enterprise to enhance capabilities and efficiencies
 - Goal 4 -Institutionalize Army Knowledge Online (AKO) as the enterprise portal to provide universal, secure access for the entire Army
 - Goal 5 -Harness Human Capital for the knowledge-based organization (Requires AKO Login) <https://www.us.army.mil/suite/doc/4079304>
- 4.3 Active Directory
 - 4.3.1 Active Directory CONOPS (Version 1.1). 26 September 2003, (requires AKO Login). <https://www.us.army.mil/suite/doc/4307139>
 - 4.3.2 Active Directory Management Role and Responsibilities – TECHCON 2004—008. 29 March 2005, (Requires AKO Login) <https://www.us.army.mil/suite/doc/1773348>
 - 4.3.3 Active Directory Trust Procedures and Guidelines – TECHCON 2004-015. 22 September 2005, (Requires AKO Login) <https://www.us.army.mil/suite/doc/1773351>
 - 4.3.4 CONUS Forest Exchange 2003 Architecture & Design (Version 2.1). 25 March 2005, (Requires AKO Login), <https://www.us.army.mil/suite/doc/1672657>
 - 4.3.5 Army Policy for Windows NT 4.0 Replacement and Active Directory (AD) Implementation. 4 February 2004, (Requires AKO Login) <http://www.army.mil/CI0G6/references/policy/docs/ActiveDir.pdf>
 - 4.3.6 Active Directory (AD) Administration Responsibilities and Technical Guidance (Version 1.0) 26 September 2003, (Requires AKO Login) <https://www.us.army.mil/suite/doc/4307138>
- 4.4 Networthiness Program

- 4.4.1 Networkiness Certification Program 2 April 2003,
(Requires AKO Login) <https://www.us.army.mil/suite/doc/936265>
- 4.4.2 Army Knowledge Management Guidance Memorandum Number 1 8 August 2001,
(Requires AKO Login) <https://www.us.army.mil/ciog6/docs/SACSAMemo8Aug01.pdf>
- 4.4.3 Army NETOPS CONOPS (version 1.0), <http://www.us.army.mil/suite/doc/96865>
- 4.4.4 DoD Information Technology Security Certification and Accreditation Process
(DITSCAP) 31 July 2000,
http://www.dtic.mil/whs/directives/corres/pdf/85101m_0700/p85101m.pdf
- 4.5 DOD Information Technology Standards Registry
 - 4.5.1 DOD Information Technology Standards Registry Baseline Release 05-2.0 6 September
2005, https://disronline.disa.mil/a/DISR/docs/PromulgMemo_DISR_05-20.pdf
 - 4.5.2 DOD Information Technology Standards Registry (Note: Access to the DISR requires
registration/login to the DISA DISRonline website)
https://disronline.disa.mil/a/DISR/Search_registry.jsp - Website link to search registry
https://disronline.disa.mil/a/DISR/DISR_archives.jsp - Website link to archived
documents
- 4.6 Information Assurance – Army and DOD Policy
 - 4.6.1 Information Assurance (AR 25-2). 14 Nov 2003,
http://www.usapa.army.mil/pdffiles/r25_2.pdf
 - 4.6.2 Army Approved IA Tools List. 17 March 2005, this website lists all CSLA approved
Information Assurance (IA) Products. (Requires AKO Login)
<https://www.acert.lstiocmd.army.mil/tools/>
 - 4.6.3 Army Blanket Purchase Agreement (BPA) Information Assurance (IA) Products. May
1999,
https://ascp.monmouth.army.mil/scp/downloads/standardspolicy_files/IA_BPA_101200Z_MAY99.pdf
 - 4.6.4 Disposition of Unclassified DoD Computer Hard Drives. 4 June 2001, Effective 4 June
2001, http://iase.disa.mil/asd_hd_disposition_memo060401.pdf
 - 4.6.5 Department of the Army Strategy for the Implementation of the interim DOD
Information Assurance Certification and Accreditation Process (DIACAP) 30 Nov 2006,
<https://www.us.army.mil/suite/doc/6672439>
 - 4.6.6 DoD Directive 4630.5, Interoperability and Supportability of Information Technology
(IT) and National Security Systems (NSS), May 5, 2004.
<http://www.dtic.mil/whs/directives/corres/html/463005.htm>
 - 4.6.7 DoDI 4630.8, Procedures for Interoperability and Supportability of Information
Technology (IT) and National Security Systems (NSS), June 30, 2004.
<http://www.dtic.mil/whs/directives/corres/html/463008.htm>

- 4.6.8 CJCSI 6212.01C Interoperability and Supportability of Information Technology and National Security Systems
http://www.dtic.mil/cjcs_directives/cdata/unlimit/6212_01.pdf
 - 4.6.9 DOD Directive 5200.1, "DOD Information Security Program," January 1997,
<http://www.dtic.mil/whs/directives/corres/html/520001.htm>
 - 4.6.10 DOD Directive C-5200.5, "Communications Security (COMSEC)," 21 April 1990,
<http://www.dtic.mil/whs/directives/corres/html/520005.htm>
 - 4.6.11 DOD Directive 5200.1, "DOD Information Security Program," January 1997,
https://powhatan.iiee.disa.mil/policy/DODD_O_8530.1.pdf
 - 4.6.12 DOD Instruction O-8530.2, Support to Computer Network Defense (CND),
https://powhatan.iiee.disa.mil/policy/DODI_O_8530.2.pdf
 - 4.6.13 DoD Directive 8500.1, Information Assurance _ see
<http://www.dtic.mil/whs/directives/corres/pdf2/d85001p.pdf>
 - 4.6.14 DoD Instruction (DoDI) 8500.2, Information Assurance Implementation _ see
http://www.dtic.mil/whs/directives/corres/pdf/i85002_020603/i85002p.pdf
 - 4.6.15 DoDI 8580.1, Information Assurance in the Defense Acquisition System (for Mission Critical or Mission Essential IT) _ see
http://www.dtic.mil/whs/directives/corres/pdf/i85801_070904/i85801p.pdf
 - 4.6.16 DoDD 8570.1, Information Assurance Training, Certification, and Workforce Management _ see <http://www.dtic.mil/whs/directives/corres/html/857001.htm> The government will identify contractor personnel IA certification requirements in the individual task orders awarded under the ITES-2S IDIQ contract. IA certification requirements will be specified for those contractor personnel who will be required to perform IA functions for each level within the Technical Category (Chapter 3), and the Management Category (Chapter 4) as defined in DOD 8570-01-M.
 - 4.6.17 Defense Acquisition Guidebook _ Chapter 7 Acquiring Information Technology and National Security Systems, Section 7.5 Information Assurance _ see
http://akss.dau.mil/dag/Guidebook/IG_c7.5.asp
 - 4.6.18 DCI Directive 6/3, "Protecting Sensitive Compartmented Information Within Information Systems," June 5, 1999 - see <http://www.fas.org/irp/offdocs/dcid.htm>
- 4.7 Information Assurance – NIST Policy and Guidelines
- 4.7.1 National Information Assurance Acquisition Policy. 6 August 2002,
https://ascp.monmouth.army.mil/scp/downloads/standardspolicy_files/NSTISSP_Guidance.pdf
 - 4.7.2 National Security Telecommunications and Information Systems Security (NSTISSP) Policy No. 11. Fact sheet for NSTISSP No. 11 is
http://www.cnss.gov/Assets/pdf/nstissp_11_fs.pdf FAQs site for NSTISSP No. 11 is
<http://niap.nist.gov/cc-scheme/nstissp-faqs.html>;
 - 4.7.2 Guide to Information Technology Security Services NIST Special Publication 800-35. October 2003, <http://csrc.nist.gov/publications/nistpubs/800-35/NIST-SP800-35.pdf>

- 4.7.3 Guide to Selecting Information Technology Security Products NIST Special Publication 800-36. October 2003, <http://csrc.nist.gov/publications/nistpubs/800-36/NIST-SP800-36.pdf>
 - 4.7.4 Guide for the Security Certification and Accreditation of Federal Information Systems Special Publication 800-37. May 2004, <http://csrc.nist.gov/publications/nistpubs/800-37/SP800-37-final.pdf>
 - 4.7.5 Guidance for Securing Microsoft Windows XP Systems for IT Professionals: A NIST Security Configuration Checklist - Special Publication 800-68, http://csrc.nist.gov/itsec/guidance_WinXP.html
 - 4.7.6 Guidance for Securing Microsoft Windows VISTA: http://csrc.nist.gov/itsec/guidance_vista.html
 - 4.7.7 Common Criteria <http://www.commoncriteriaportal.org/>
 - 4.7.8 Recommended Security Controls for Federal Information Systems. February 2005, <http://csrc.nist.gov/publications/nistpubs/800-53/SP800-53.pdf>
 - Annex 1: [Consolidated Security Controls-Low Baseline](#) (.pdf)
 - Annex 2: [Consolidated Security Controls-Moderate Baseline](#) (.pdf)
 - Annex 3: [Consolidated Security Controls-High Baseline](#) (.pdf)
- 4.8 Information Management
- 4.8.1 Department of Defense Global Information Grid Architecture Architectural Vision, June 2007
<http://www.defenselink.mil/cio-nii/docs/GIGArchVision.pdf>.
 - 4.8.2 Net-Centric Operations and Warfare (NCOW) Reference Model, Version 1.1, 17 November 2004 <https://acc.dau.mil/CommunityBrowser.aspx?id=28986>
NOTE: Requires login/password to DOD Global Information Grid Architecture Website
 - 4.8.3 DoD Directive 8320.2, "Data Sharing in a Net-Centric Department of Defense. 02 December 2004, <http://www.dtic.mil/whs/directives/corres/html/832002.htm>
 - 4.8.4 The Department of Defense Architecture Framework (DoDAF). 9 February 2004, <https://acc.dau.mil/CommunityBrowser.aspx?id=22205>
 - 4.8.5 Army Net-Centric Data Management Policy Establishing Communities of Interest. (Draft) [https://aaic.army.mil/uploads/docs/511/Draft Army COI Policy \(03102005\).doc](https://aaic.army.mil/uploads/docs/511/Draft_Army_COI_Policy_(03102005).doc)
 - 4.8.6 The Clinger-Cohen Act (Chapter 25 of title 40, United States Code) see http://www.cio.gov/Documents/it_management_reform_act_Feb_1996.html
 - 4.8.7 OMB Circular A-130, "Management of Federal Information Resources, Transmittal 4," November 30, 2000 _ see <http://www.whitehouse.gov/omb/circulars/a130/a130.html>
 - 4.8.8 CJCSM 3170.01B: Operation of the Joint Capabilities Integration and Development System, http://www.dtic.mil/cjcs_directives/cdata/unlimit/m317001.pdf

- 4.8.9 Department of Defense Net-Centric Data Strategy, 9 May 2003. See <http://www.dod.mil/cio-nii/docs/Net-Centric-Data-Strategy-2003-05-092.pdf>
- 4.8.10 OASD(NII), Net-Centric Checklist, Version 2.1.3, May 12, 2004 http://horizontalfusion.dod.mil/docs/net_centricity/NetCentricChecklist2.1.231.doc (Mar 04 ver) and http://www.dod.mil/cio-nii/docs/NetCentric_Checklist_v2-1-3_.pdf (May 04 ver)
- 4.9 Internet Protocol version 6 (IPv6)
 - 4.9.1 Internet Protocol, Version 6 (IPv6). 9 June 2003, (Requires AKO Login) https://aaic.army.mil/uploads/docs/ASD_NII_IPv6%20Memo.pdf
 - 4.9.2 Army Implementation of DOD Internet Protocol Version 6 (IPv6) Mandate. 5 November 2003, (Requires AKO Login) <https://aaic.army.mil/uploads/docs/Army%20IPv6%20Initial%20Guidance.tif>
 - 4.9.3 Additional Guidance on IPv6 – FY08 Goal. 1 Apr 2004, (Requires AKO Login) <https://aaic.army.mil/uploads/docs/Additional%20Guidance%20Memo.pdf>
 - 4.9.4 IPv6 Register – JITC http://jitc.fhu.disa.mil/adv_ip/register/register.html
- 4.10 Collaboration Tools
 - 4.10.1 Collaboration Tools Suite Standards. 19 February 2003, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/CollToolSuitStand.pdf
 - 4.10.2 Collaboration products certified for use on DoD SIPRNet Networks. <http://jitc.fhu.disa.mil/washops/jtcd/dcts/projects.html>
 - 4.10.3 DCTS CMO Product Exemption List. <http://jitc.fhu.disa.mil/washops/jtcd/dcts/cmo.html>
- 4.11 Smart Cards
 - 4.11.1 Army Card Reader Specification 10_17_05 CACPKI (Final), https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/Army_CAC_PKI_Program.pdf
 - 4.11.2 Additional Army Smart Card Reader Acquisition Guidance. 10 May 2002, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/additional_smartcard_guidance.pdf
 - 4.11.3 Army Smart Card Reader Acquisition Guidance. 16 January 2002, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/smartcard_guidance.pdf
 - 4.11.4 Smart Card Adoption and Implementation. 10 November 1999, https://ascp.monmouth.army.mil/scp/downloads/standardpolicy_files/smartcard_11101999.pdf
 - 4.11.5 Government Smart Card Interoperability Specification. Version 2.1 – 16 July 2003, <http://csrc.nist.gov/publications/nistir/nistir-6887.pdf>

- 4.12 Radio Frequency Identification (RFID)
 - 4.12.1 Radio Frequency Identification (RFID) Policy. 30 July 2004, <http://www.acq.osd.mil/log/rfid/Policy/RFID%20Policy%2007-30-2004.pdf>
 - 4.12.2 Department of Defense Standard Practice - Military Marking For Shipment and Storage (MIL STD 129-P). 29 Oct 2004, [http://www.acq.osd.mil/log/rfid/MIL-STD-129P-chg3-29Oct04%20\(2\).pdf](http://www.acq.osd.mil/log/rfid/MIL-STD-129P-chg3-29Oct04%20(2).pdf)
 - 4.12.3 RF-Tag Format (Version 2.0). 10 May 2002, <http://www.acq.osd.mil/log/rfid/Policy/RF-Tag Data Format Specification, Version 2.0.pdf>
 - 4.12.4 Policy for Unique Identification (UID) of Tangible Items – New Equipment, Major Modifications, and Reprocurements of Equipment and Spares. 29 July 2003, http://www.acq.osd.mil/dpap/UID/uid_signed_policy_memo_2003.07.29.pdf
 - 4.12.5 Update to Policy For Unique Identification (UID) of Tangible Items – New Equipment, Major Modifications, and Reprocurements of Equipment and Spare. 3 Sep 2004, <http://www.acq.osd.mil/dpap/Docs/uid/Sep.%203%20UID%20%20Policy%20Update.pdf>
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 - 4.12.7 Department of Defense Guide to Uniquely Identifying Items (Version 1.4). 16 April 2004, http://www.acq.osd.mil/dpap/Docs/uid/guide_1_4.pdf
 - 4.12.8 Department of Defense Standard Practice – Identification Marking of US Military Property (MIL-STD-130L). 20 Dec 2004, <http://www.acq.osd.mil/log/mrmp/uid/Appendix%20F.pdf>
 - 4.12.9 Unique Identification 101 – The Basics. November 2004, http://www.acq.osd.mil/dpap/Docs/uid/UID_101.pdf
- 4.13 Logistics
 - 4.13.1 DoD 4140.1-R DoD Supply Chain Materiel Management Regulation Draft, September 2002 <http://www.dtic.mil/whs/directives/corres/rtf/p41401r.doc>
 - 4.13.2 Deputy Under Secretary of Defense (Logistics and Materiel Readiness) Logistics Enterprise Integration and Transformation http://www.acq.osd.mil/log/logistics_materiel_readiness/organizations/lsm/assets/feb_02_information/ei_info/Ent%20Integ%20and%20Transformation%20Dec%2001.doc
- 4.14 Voice Over IP (VOIP)
 - 4.14.1 Security Considerations for Voice Over IP Systems. January 2005, <http://csrc.nist.gov/publications/nistpubs/800-58/SP800-58-final.pdf>
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- 4.15.1 Use of Commercial Wireless Devices, Services, and Technologies in the Department of Defense (DoD) Global Information Grid (GIG) (DoD Directive 8100.2). 14 Apr 2004, <http://www.dtic.mil/whs/directives/corres/html/810002.htm>
- 4.15.2 Security Requirements for Cryptographic Modules (FIPS PUB 140-2). 3 Dec 2002, <http://csrc.nist.gov/publications/fips/fips140-2/fips1402.pdf>
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- 4.15.8 Army Wireless Best Business Practices - NETCOM Wireless Security Standards, Version 1.26 (04-EC-M-0003) dated 11 August 2006, Requires AKO Login, https://informationassurance.us.army.mil/bbp/bbp_wireless_final.pdf

- 4.16 Section 508
 - 4.16.1 Section 508. <http://www.section508.gov>
 - 4.16.2 Section 508 – Electronic and Information Technology. 21 December 2000, <http://www.usdoj.gov/crt/508/508law.pdf>
 - 4.16.3 Desktop and Portable Computer (1194.26). 1 August 2001, <http://www.access-board.gov/sec508/guide/1194.26.htm>

- 4.17 Energy Star
 - 4.17.1 President Issues Executive Order Regarding Energy-Efficient Use of Power Devices in Federal Facilities. 31 July 2001, http://www.gsa.gov/Portal/gsa/ep/contentView.do?noc=T&contentType=GSA_BASIC&contentId=16909
 - 4.17.2 Computers (Version 4.0) Effective 20 July 2007, http://www.energystar.gov/ia/partners/prod_development/revisions/downloads/computer/Computer_Spec_Final.pdf
 - 4.17.3 Computer – Key Product Criteria. http://www.energystar.gov/index.cfm?c=computers.pr_crit_computers

- 4.17.4 Printers,
http://www.energystar.gov/index.cfm?fuseaction=find_a_product.showProductGroup&pgw_code=PR
- 4.17.5 FAX machines
http://www.energystar.gov/index.cfm?fuseaction=find_a_product.showProductGroup&pgw_code=FX
- 4.17.6 Laptops,
http://www.energystar.gov/index.cfm?fuseaction=find_a_product.showProductGroup&pgw_code=LT
- 4.18 Other Regulatory and Commercial Requirements
 - 4.18.1 Distributed Management Task Force Desktop Management Interface (DMI Version 2.0.1s) <http://www.dmtf.org/standards/documents/DMI/DSP0005.pdf>
 - 4.18.2 Latest Windows 2000 and Windows NT Hardware Compatibility List
<http://support.microsoft.com/default.aspx?scid=kb;EN-US;q131303>
 - 4.18.3 Trusted Platform Module (TPM v1.2) <https://www.trustedcomputinggroup.org/home>
 - 4.18.4 FCC Part 15 Class B <http://www.fcc.gov/oet/info/rules/part15/part15-5-4-07.pdf>
 - 4.18.5 Electromagnetic Compatibility (EMC) Directive 89/336/EEC
http://www.conformance.co.uk/directives/ce_emc.php
- 4.19 Areas for Forthcoming or Envisioned Policies and Guidance
 - 4.19.1 Army Level
 - 4.19.1.1 Configuration Management
 - 4.19.1.2 Server Consolidation
 - 4.19.1.3 Thin Client TECHCON
 - 4.19.1.4 Server TECHCON
 - 4.19.2 DOD Level
 - 4.19.2.1 Electronic Product Environmental Assessment Tool (EPEAT) and the Federal Electronics Challenge, <http://www.epeat.net/> and <http://www.federalelectronicchallenge.net/>
- 4.20 System Security
 - 4.20.1 Security requirements that shall be accomplished by the Contractor will be per the DoD Information Technology Security Certification and Accreditation Process (DITSCAP) outlined in DoD 8510.1-M (http://www.dtic.mil/whs/directives/corres/pdf/85101m_0700/p85101m.pdf) . The Contractor shall transmit and deliver any classified material/reports IAW the National Industrial Security Program Operations Manual (NISPOM) and the Industrial Security Regulation (DoD 5220.22-S-2). Individual system security requirements shall be accomplished as specified in the Task/Delivery Order.

5 ARMY STRATEGIC VISION, MISSION AND GOALS AND OBJECTIVES

Through the effective, efficient, and economic application of information technology solutions, the ITES-2S will support the Army's strategic vision, mission, goals, and objectives. The Army strategic vision, mission, and

goals flow down through all levels of the Army enterprise from the Army-wide vision to the Army key IT organizations to the Statement of Objectives for the ITES-2S acquisition itself.

Key Organizations

- Army Chief Information Officer (CIO/G6)
- Program Executive Officer – Enterprise Information Systems
- Network Enterprise Technology Command (NETCOM)
- Army Materiel Command
- Project Manager, EI, and Assistant Product Manager, Army Small Computer Program
- Army Regional Chief Information Officers (RCIO)
- Directors of Information Management (DOIMs)
- Army Contracting Agency Information Technology, E-Commerce and Commercial Contracting Center (ITEC4)

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SECTION G - CONTRACT ADMINISTRATION DATA

Accounting and Appropriation

Summary for the Payment Office

As a result of this modification, the total funded amount for this document was decreased by \$40,000.00 from \$40,000.00 to \$0.00.

CLIN 0001:

AA: 217202000005T5T07432615.00000252B3IZZMIPR7BITCSC00573I200S28043 (CIN 00000000000000000000000000000000) was decreased by \$40,000.00 from \$40,000.00 to \$0.00

The following have been modified:

SECTION G

G.1 Contractor's Proposal .

The Contractor's Proposal, or portions thereof, may be incorporated into the contract.

G.2 Post-Award Conference

The Contractor agrees to attend a Post-Award Conference convened by the contracting activity in accordance with Federal Acquisition Regulation Subpart 42.5.

G.3 Start-up Period

The contract start-up period is 60 calendar days commencing upon Government issuance of notice to proceed. The Contractor, at the conclusion of the 60 calendar days period, following issuance of the notice to proceed, shall accept orders. During that period the contractor shall:

- (1) Develop an ordering guide and a website which shall be provided to the Government for review;
- (2) Secure required personnel;
- (3) Develop a procedure to process and obtain logistics support privileges (South Korea only) approvals;
- (4) Coordinate for security clearances (interim clearances will be requested until final clearances are issued, if required);
- (5) Provide labor categories and pricing to ASCP for inclusion in the ASCP *it e-mart* (See Section G, Contract Management);
- (6) Provide sample copies of required reports to ASCP for review and approval (See Section G, Contract Management);
- (7) Provide a complete list of the Program Management team, to include names, positions, phone numbers, and email addresses; and
- (8) Provide documents resulting from the Performance-based Sample Task Order, as requested.

G.4 Contract Management

(a) Contract Management. The Contractor shall maintain a status review process for planning and controlling the activities necessary to meet the requirements of this contract.

(b) Meetings and Conferences. During the life of the contract, periodic meetings will be held at both Contractor and Government sites. Contractor's shall attend the meetings in order to review program status, assess contractor performance, refine current processes, and plan future actions. The Army Small Computer Program (ASCP) conducts the Army Information Technology (AITC) conference (minimum of one maximum of two per year) at various locations for the conference. Participation in meeting and conferences shall be at no additional cost to the government.

(c) Contract Management Reports. All contract management deliverables shall be delivered to ASCP for review and comment or approval. The Contractor shall submit reports as indicated below. All reports shall be submitted electronically to ASCP at the following email address: AMSEL-DSA-SCP-CR@mail1.monmouth.army.mil. Contract management and reports shall be provided at no additional charge to the government. A report for "no activity" is required via email message. All reports are to be provided in the specific layout and format specified in Section J, Attachment 3.

The Government intends to move all reports to an HTML format during the life of the contract. The Contractor, when instructed by the Government, will provide all reports in HTML format, at no additional cost.

(1) Order Transactions Report. The Contractor shall provide weekly Order Transaction report to the ASCP for inclusion to its Order Tracking Database. Weekly submission shall be used for reporting new orders or new order modifications that have not been previously reported. The specific file layout definition and submission instructions are specified in Exhibit 1.

(2) Monthly Task Order Status Report (MTOSR). The Contractor shall provide a MTOSR to the ASCP and ITEC4 by the 15th of each month. The report shall include a brief summary of significant activities, problems and developments occurring during the reporting period, as well as progress made at the Task Order level. It provides an activity summary by order number. A sample format is specified in Exhibit 2.

(3) Evaluation of Contractor's Task Order Performance. At Task Order completion or renewal, the contractor shall submit a request for a performance evaluation to the Order Contracting Officer's Representative (OCOR) or his/her designated representative. The (OCOR) or his/her designated representative, shall complete these evaluations for each task order, regardless of dollar value, within 30 days of completion. Performance evaluations shall also be completed annually for orders that have a performance period in excess of one year. Annual performance evaluation shall be completed within 30 days of task order renewal. Performance evaluations may also be done as otherwise considered necessary throughout the duration of the order (but generally no more than quarterly).

The performance evaluations will be located on the ASCP website at <https://ascp.monmouth.army.mil/scp/ites2s/ctorpp.jsp>. An example of the performance evaluation form is provided at Exhibit 3. The ITES-2S COR will provide the Contractor with a summary of all performance reviews for comment as part of the Vendor Contract Review meeting.

(4) Small Business Subcontracting Participation Plan Report. The Contractor shall provide the ITES-2S Small Business report to ASCP and ITEC4 by the 15th of each month. The specific file layout definition and submission instructions are specified in Exhibit 4.

(5) *it e-mart* Online Catalog Information. The contractor shall provide a product attribute file at contract startup, and as required during the life of the contract. The specific file layout definition and submission instructions are specified in Exhibits 5 and 6.

(6) Performance-based Progress Report. The Contractor shall provide a report on a

quarterly basis to report the performance-based aspects (proposed measures/metrics and incentives/disincentives). Submission of this report will commence at least within six months after receipt of initial task order. The report shall be submitted by the 15th of the month following the end of a quarter.

(7) Additional reports shall be provided as required in individual orders.

G.5 Contract Administration

(a) Notwithstanding the contractor's responsibility for total management during the performance of this contract, the administration of the contract requires maximum coordination between the Government and the contractor. The following provides the roles and their respective authority during the performance of the contract:

(1) Contracting Officer (KO). The KO is the only person authorized to direct changes in any of the requirements under this contract, and, notwithstanding any provisions contained elsewhere in this contract, said authority remains solely in the KO. In the event the Contractor effects any such change at the direction of any person other than the KO, the change will be considered to have been made without authority and solely at the risk of the Contractor.

All contract administration will be effected by the KO. Communications pertaining to contractual administrative matters shall be addressed to the KO. No changes in or deviation from the terms and conditions shall be effected without a written modification to the contract executed by the KO authorizing such changes.

(2) Contracting Officer's Representative (COR). The KO shall designate contract level CORs during the term of this contract, DFARS clause 252.201-7000 "Contracting Officer's Representative". COR will provide assistance in identification and resolution of problems, conflicts in priority, subtask requirement definitions, and other operations type problems.

(3) Task Order Contracting Officers (TO KO). TO KO within the Army, Department of Defense, and other Federal agencies are authorized to place orders within the terms of this contract and within the expert of their authority. They are not authorized to make changes to the contract terms. TO KO authority is limited to the individual task orders.

(4) Task Order Contracting Officer's Representative (TO COR). The TO KO may designate individuals to act as TO COR under any resultant task order. Order TO CORs may provide technical guidance in direction of the work, but they will not be authorized to change any of the terms and conditions of the contract or order. Order TO CORs will be designated by a letter of appointment from the TO KO.

(5) Contractor. The Contractor shall not accept any instructions issued by any person employed by the U.S. Government or otherwise, other than the KO, or the TO COR acting within the limits of his or her authority.

The Contractor shall not in any way represent that he is a part of the U. S. Government or that he has the authority to contract or procure supplies for the account of the United States of America

G.6 Submittal and Payment of Invoices

(a) The contractor shall submit a proper invoice in accordance with Section I, FAR clause 52.232-25 "Prompt Payment". Invoices shall be submitted in accordance with Section I, DFARS clause 252.232-7003 "Electronic Submission of Payment Requests".

(b) Invoice submission and payment shall be in accordance with the respective "Payment" clause and other clauses and instructions depending on the respective contract type, as identified in individual task orders.

(1) Fixed priced invoices shall be submitted pursuant to Section I, FAR clause, 52.232-1, "Payments".

(2) Time and Materials invoices shall be submitted pursuant to Section I, FAR clause 52.232-7, "Payments under Time and Material and Labor Hour Contracts".

(3) Cost-Reimbursement invoices shall be submitted pursuant to Section I, FAR clause 52.216-7, "Allowable Cost and Payment",

(c) Payment Of Invoices. The contractor shall provide the proper invoice and receiving report in accordance with Section I, DFARS clause 252.232-7003 "Electronic Submission of Payment Requests". Payment will be made by the payment office designated in the individual task order. The Government payment office will not make disbursement to the Contractor without evidence of receipt and acceptance or certification of the items invoiced from the Order COR or other government representative as indicated in the individual task order.

(d) Contractor's failure to comply with the instructions above will render the invoice as improper, and resubmission of the invoice will be required in order to obtain invoice payment.

G.7 Ordering

(a) Ordering will be decentralized. Ordering under the contract is authorized to meet the needs of the Army, Department of Defense, other Federal Agencies . Task Orders may be placed by any Contracting Officer in the Army, Department of Defense, and other Federal Agency .

(b) Any request for deviation from the terms of this Contract must be submitted to Contracting Officer as identified in A.2.

(c) All orders issued under this contract are subject to the terms and conditions of this contract. The contract takes precedence in the event of conflict with any order.

(d) All services under this contract will be ordered by issuance of written task orders in accordance with FAR subpart 16.5, Indefinite Delivery Contracts as implemented by DFARS 216.505, Indefinite Delivery Contracts. An appropriate order form (DD Form 1155) shall be issued for each order.

(e) The TO KO will initiate the task order process by the issuing a Task Order Request (TOR). All TORs will be issued via the ASCP *it e-mart*, <https://ascp.monmouth.army.mil/scp/index.jsp>. All task orders placed under this contract shall be in accordance with the Section J, Attachment 4, Task Order Procedures.

(f) The Contractors shall respond to all TORs within the proposal submission date, as specified in the TOR submittal instructions.

(g) The contractors are required to submit a response to all TORs. If unable to perform a requirement, the contractor shall submit a "no bid" reply in response to the TOR. All "no bids" shall include a brief statement as to why the vendor is unable to perform, e.g., conflict of interest.

(h) The contractor is responsible for all bid and proposal costs incurred in performance of the contract.

(i) Performance under orders shall commence only after receipt of an executed order via facsimile, e-mail, or by verbal direction from the TO KO. If verbal direction is given, written confirmation will be provided within five working days of the verbal order. The Government shall not be obligated to reimburse the Contractor for work performed, items delivered, or any costs incurred, nor shall the Contractor be obligated to perform, deliver, or otherwise incur costs except as authorized by duly executed orders.

(j) The TO KO reserves the right to withdraw and cancel a task if issues pertaining to the proposed task arise that cannot be satisfactorily resolved. The TO KO's decision on each order shall be final and shall not be subject to protest under FAR Subpart 33.1, Protest, except for a protest that the TO increases the scope, period, or maximum value of the

contract. The Army Contracting Agency, ITEC4 Ombudsman will review complaints from the contractors and ensure that all contractors are afforded a fair opportunity to be considered for each task order, consistent with the procedures in this contract. The designated Ombudsman is identified in A.2.

SECTION J - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

The following have been modified:

ATTACH 3 REPORTS

ATTACHMENT 3 - REPORTS

1. General Information (applies to all reports)

ASCP Manages Data by Contract:

- Reports must be submitted and managed by contract. Vendors with more than one contract with ASCP must maintain contract data integrity by submitting and managing separate reports for each contract. ASCP will not accept mixed contract data submitted in the same report.

Online FAQ / Tutorial:

- Click on the following link for an online FAQ / Tutorial:
- https://ascp.monmouth.army.mil/files/ascp_cd.pps (Requires Power Point)

Report Format:

- Microsoft Excel. The spreadsheet shall contain text only. No formatting and no rounding of number/dollar values. No "hard line returns" or other embedded special characters.

Report Delivery:

- All reports shall be emailed as attachments to amse-dsa-scp-cr@mail1.monmouth.army.mil, with a copy sent to the designated ASCP Product Leader(s).
- Compress/zip large files. The file extension *.zip* cannot be used. Rename *.zip* files to *.xxx*.

Reports are due:

- In accordance with this document as indicated for each report.

Negative Reports:

- An e-mail response is required for negative reports (no transactions to report).

Rejection of reports:

- Vendor reports will be loaded via an automated process therefore ASCP reserves the right to reject reports submitted by the vendor if required. Possible reasons for rejection are missing information or formatting issues. Report submissions must meet the formatting guidelines provided in this document. Each report will be checked by ASCP for content as well as formatting. If ASCP rejects a report, the report will be returned to the vendor with an explanation identifying the problem(s).
- The vendor must make the necessary corrections and resubmit the report in its entirety within three (3) business days from the day the report was returned.
- The online FAQ / Tutorial provides examples of common rejection reasons.

Revised Reports:

- Revised reports must be submitted as a complete file (i.e. make changes/corrections to the original file and resubmit the entire file, not just what was changed).
- The file name format when submitting revised files must follow the file name format stipulated for each report (Order Transaction, Product Report (with the addition of (Rev) immediately preceding the file extension .xls. For example, the first revision of an OT report would be named Contractnumber_OT_yyyy_mm_dd_cum-1(Rev1).xls. Subsequent revisions to the same file should indicate the revision number (e.g. Rev2, Rev3, etc).

File Names:

- File names must not exceed 50 characters. The date in the file name should be the submission date and should not indicate the end or start dates of data within the report.

2. Order Transaction (OT) report

- OT reports will be submitted weekly, by COB on Tuesday.
- An e-mail response is required for negative reports (no transactions to report).
- The file name format for the first OT report is: ContractNumber_OT_yyyy_mm_dd_cum-1.xls. Due to the limitations of Excel, a mutually agreeable cut-off date for the cum-1 report will be determined. Subsequent files shall only contain data not already reported in cum-1. Subsequent files shall be named ContractNumber_OT_yyyy_mm_dd_cum-2.xls, cum-3, cum-4, etc.
- No extra spaces, commas, or ampersands allowed in the spreadsheet. Dashes are allowed. Vendor needs to ensure leading zeros are not dropped. For example, Zip Code “07703” should not appear as “7703”; Order Number “0030” should not appear as “30”; CLIN Number “0003AA” should not appear as “3AA”.
- The OT report is cumulative in nature. Each report shall include all transactions from contract inception up to the Saturday preceding the submission date of the file.
- All columns are required, even when there is no data for a specific column.
- The email message that includes the submitted OT report must include the total dollar value of the cumulative OT report being submitted in the email message. The value stated in the email message will be used by ASCP to match the sales dollars in OTSIII after the load process. ***If the total dollar value stated in the forwarding email message does not match the total dollars of the OT report being submitted, the report will be rejected and returned to the vendor for correction.***
- If an RFP number is missing (COL D), or if the RFP number does not match an *it e-mart* RFP number, then the file – in its entirety – will be rejected.
- Task Order type (Col K) should reflect one of the abbreviations provided below. If a task has multiple types, use predominant type.

Abbreviation	Long Description
CPAF	Cost Plus Award Fee
CPFF	Cost Plus Fixed Fee
CR	Cost – Reimbursable
CT	Cost – Cost Type Contract
FP	Fixed Price
FFP	Firm Fixed Price
LH	Labor Hours
T&M	Time-and-Materials

- The dollar amount reflected in Column R (Dollar amount of Transaction) must match the total order/mod value.
- Entries for column “AD” (Country) must come from the ASCP “Country List” found at <https://ascp.monmouth.army.mil/scp/content/countrylist.jsp>.
- Entries for columns “AG” and “AH” must come from the ASCP “Service/Agency” found at <https://ascp.monmouth.army.mil/scp/content/activitylist.jsp>.
- Column J must contain a United Nations Products and Services Code (UNSPSC) for each CLIN. UNSPSC codes for other products in ECCMA format can be found at <http://www.eccma.org/new/>
- If a transaction contains a mixture of items shown above, the UNSPSC for that item should identify the dominant item provided under the transaction.
- Since the OT report is cumulative, vendors may correct previously reported information in subsequent reports (see Section 1. General Information, Revised Reports) such as:
 - Removing a cancelled order or an order/mod previously reported in error.
 - Correcting dollar amounts previously reported by an order/mod.
 - Correcting items ordered previously reported for an order/mod.

3. Monthly Task Order Status report

- MTOSR will be submitted monthly, by the 15th of each month.
- An e-mail response is required for negative reports (no transactions to report).

- The file name format for the MTOSR report is “contractnumber_MTOSR_yyyy_mm.xls”

4. Evaluation of Contractor’s Task Order Performance

- At Task Order completion or renewal, the contractor shall submit a request for a performance evaluation to the Order Contracting Officer’s Representative (OCOR) or his/her designated representative.
- The OCOR, or his/her designated representative, shall complete these evaluations for each task order, regardless of dollar value, within 30 days of completion.
- Performance evaluations shall also be completed annually for orders that have a performance period in excess of one year.
- Annual performance evaluation shall be completed within 30 days of task order renewal.
- Performance evaluations may also be done as otherwise considered necessary throughout the duration of the order (but generally no more than quarterly).
- The performance evaluations will be located on the ASCP website at <https://ascp.monmouth.army.mil/scp/ites2s/ctorpp.jsp>.
- An example of the performance evaluation form is provided at Exhibit 4. The ITES-2S COR will provide the Contractor with a summary of all performance reviews for comment as part of the Vendor Contract Review meeting.

5. Small Business report

- The SBR is due monthly, by the 15th of each month.
- The file name format for the SBR report is “contractnumber_SBR_yyyy_mm.xls”

6. Product Attribute report

- Product Attribute reports are due, no later than 10 days from when:
 - Labor rates have changed or
 - New labor categories are added to the catalog
- The file name format for the Product report is Contractnumber_PA_yyyy_mm_dd.xls
- The Product report must be a full replacement. ASCP will replace the vendors’ existing Product file with the most recent submission. Partial updates are not permitted.
- Each Product report may contain only one worksheet.
- Each item in the Product report must provide, in column N (Description), an easy to understand description of the labor category.
- Each item in the Product report is limited to one row of the spreadsheet and must have a unique item number which must be consistent throughout the lifecycle of that item. Each row must also have a unique price associated with the item.
- UNSPSC codes for Column F can be found at <http://www.eccma.org/new>.

Attachment 3, Exhibit 1

Order Transactions (OT)

Excel Column	Column Name	Format	Required?	Comments																		
A	Contract Number	Alphanumeric (21)	Y	Enter the Contract Number (including dashes).																		
B	Order Number	Alphanumeric (30)	Y	Enter the delivery order number. Must be unique when combined with the contract number																		
C	Modification Number	Alphanumeric (25)	Y*	* Required when reporting mods. <i>This may be a vendor assigned number indicating a transaction reported previously reported needs to be modified. Example: A credit card transaction.</i>																		
D	RFP #	Alphanumeric (30)	Y*	* Required. If an RFP number is missing, or if the RFP number does not match an <i>it e-mart</i> RFP number, then the file – in its entirety – will be rejected.																		
E	POP Start	DD-MMM-YYYY	Y	Period of Performance start date.																		
F	POP End	DD-MMM-YYYY	Y	Period of Performance end date.																		
G	Transaction Type	Alphanumeric (2)	Y	CC = Credit Card, DO= Delivery Order																		
H	Date of Transaction	DD-MMM-YYYY	Y	Date of the order (i.e. 14-FEB-2006)																		
I	Date Transaction Cancelled	DD-MMM-YYYY	Y*	* Required for cancelled transactions																		
J	UNSPSC	Alphanumeric (14)	Y	Format is ##.##.##.##.##. Last two positions should be "00". except for Low End Servers(32-Bit) = 01 and High End Servers (64-Bit) = 02																		
K	Task Order Type	Alphanumeric (4)	Y	Enter abbreviation for the task order type. If a task has multiple types, use predominant type. Use the following codes: <table border="1" data-bbox="909 1428 1461 1743"> <thead> <tr> <th>Abbreviation</th> <th>Long Description</th> </tr> </thead> <tbody> <tr> <td>CPAF</td> <td>Cost Plus Award Fee</td> </tr> <tr> <td>CPFF</td> <td>Cost Plus Fixed Fee</td> </tr> <tr> <td>CR</td> <td>Cost – Reimbursable</td> </tr> <tr> <td>CT</td> <td>Cost – Cost Type Contract</td> </tr> <tr> <td>FP</td> <td>Fixed Price</td> </tr> <tr> <td>FFP</td> <td>Firm Fixed Price</td> </tr> <tr> <td>LH</td> <td>Labor Hours</td> </tr> <tr> <td>T&M</td> <td>Time-and-Materials</td> </tr> </tbody> </table>	Abbreviation	Long Description	CPAF	Cost Plus Award Fee	CPFF	Cost Plus Fixed Fee	CR	Cost – Reimbursable	CT	Cost – Cost Type Contract	FP	Fixed Price	FFP	Firm Fixed Price	LH	Labor Hours	T&M	Time-and-Materials
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FFP	Firm Fixed Price																					
LH	Labor Hours																					
T&M	Time-and-Materials																					
L	Performance Based	Alphanumeric (1)	Y	Enter "Y" or "N" for performance based contract.																		
M	CLIN Number	Alphanumeric (39)	Y	Contract Line Item Number (CLIN) Unique contract identifier of item																		

				being ordered (as identified in contract, i.e. product #, manufacturer part #)
N	Item Description	Alphanumeric (250)	Y	Required. A short description of the item/CLIN that was purchased.
O	CLIN Quantity	Number (7,0)	Y	Quantity being ordered.
P	CLIN Unit Price	Number (11,2)	Y	Price per item. Price should reflect the unit price in dollars and cents. Do not round up to whole dollars and use only two decimal places to indicate "cents." (e.g. 10125.15) Prices with more than two decimal places will cause Excel to round resulting in incorrect dollar calculations or sums.
Q	CLIN Extended Dollar Amount	Number (11,2)	Y	Extended Dollar Amount = (CLIN quantity x unit price). The sum of this column must equal the total of all orders reported in column M. Do not round up to whole dollars and use only two decimal places to indicate "cents." (e.g. 10125.15)
R	Dollar amount of Transaction	Number (12,2)	Y	Total dollar amount of the current transaction (order or order mod). Do not round up to whole dollars and use only two decimal places to indicate "cents." (e.g. 10125.15)
S	Estimated TO Value	Number (12,2)	Y	Estimated total Task Order value with all options exercised. (Base plus all options)
T	POC Last Name	Alphanumeric (35)	Y	Customer's Last Name
U	POC First Name	Alphanumeric (35)	Y	Customer's First Name.
V	POC Title	Alphanumeric (35)	N	Customer's Title (i.e. COL, Mr., Ms., etc.).
W	Telephone Number	Alphanumeric (20)	Y	Customer's telephone number. Format: 9999999999
X	Email address	Alphanumeric (40)	Y	Customer's email address.
Y	Street Address 1	Alphanumeric (40)	Y	First line of the Customer's Ship-To address.
Z	Street Address 2	Alphanumeric (40)	N	Second line of the Customer's Ship-To address.
AA	Street Address 3	Alphanumeric (40)	N	Third line of the Customer's Ship-To address.
AB	City	Alphanumeric (27)	Y	Customer's Ship-To City.
AC	State	Alphanumeric (2)	Y	Customer's Ship-To State for USA only. Post office two character abbreviation.
AD	Country	Alphanumeric (2)	Y	Indicate the "Ship-To" country. Entry must be "US" for the United States or the 2-Character country

				code abbreviation from the Service/Agency/Country Code list located at https://ascp.monmouth.army.mil/scp/content/countrylist.jsp .
AE	5-digit Zip Code	Number (5)	Y	Five-digit Customer Ship-To zip code.
AF	4-digit Zip Code Ext.	Number (4)	N	Four-digit extension Customer Ship-To zip code.
AG	Service or Agency	Alphanumeric (20)	Y	Use the abbreviation from the Service/Agency/Country Code list located at https://ascp.monmouth.army.mil/scp/content/activitylist.jsp .
AH	Army Activity	Alphanumeric (20)	Y*	* Required if previous column equals "Army". Use the abbreviation from the <i>Army Activity</i> list located at https://ascp.monmouth.army.mil/scp/content/activitylist.jsp .
AI	Comments	Alphanumeric (250)	N	Free text.
AJ	Projected Final POP End Date	DD-MMM-YYYY	Y	Enter the projected "final" period of performance end date. This includes the base year plus all potential options.
AK	ASCP Reserved 2	Alphanumeric (250)	N	Reserved for Product Leader.

Attachment 3, Exhibit 2**Monthly Task Order Status Report – SAMPLE**

1.0 Contract Overview Charts

Task Order Number	Task Order Type	Performance Based Contract? Y / N	TO Value Without Options	TO Value With Options
T001	CPFF		\$100,000	\$ 600,000
T002	FFP		\$200,000	\$700,000
T003	CPAF		\$300,000	\$ 800,000
T004	T&M		\$400,000	\$ 900,000
T005	FPAF		\$500,000	\$1,000,000

Codes/Abbreviations for Task Order Type:

Abbreviation	Long Description
CPAF	Cost Plus Award Fee
CPFF	Cost Plus Fixed Fee
CR	Cost – Reimbursable
CT	Cost – Cost Type Contract
FP	Fixed Price
FFP	Firm Fixed Price
LH	Labor Hours
T&M	Time-and-Materials

2.0 Major Accomplishments and Milestone Achievements

Where applicable, the Contractor will provide narrative summarizing major accomplishments and milestones achieved.

3.0 Problem Identification and Corrective Actions

Where applicable, the Contractor will provide a narrative describing any problems, its impact, the corrective actions being taken to remedy the problem, and any other pertinent information.

Attachment 3, Exhibit 3**Evaluation of Contractor's Task Order Performance**

Task Order Number: _____

Status of Task Order: (check status):

Completed: _____

Renewal: _____

Other: _____

Name of Evaluator: _____ Phone Number: _____

(Technical)

Title of Evaluator: _____

Date: _____

Name of Evaluator: _____ Phone Number: _____

Optional: (End User)

Title of Evaluator: _____

Date: _____

Name of Evaluator: _____ Phone Number: _____

Title of Evaluator: Contracting Officer

Date: _____

The contractor should be evaluated using the following ratings:

E = Excellent: Contractor exceeded the requirements. Explain how.

S = Satisfactory: Contractor met the requirements. If the contractor had difficulty meeting the requirements, explain why.

U = Unsatisfactory: Contractor did not meet all of the requirements. Explain all noncompliances or unsatisfactory performance, and whether and how the contractor was at fault, where applicable.

N/A = Not Applicable. Does not apply to the contract.

1. Cost/Price Control. Rating: E___ S___ U___ N/A___.

Consider: Did the contractor complete the contract within the contract amount or did the contractor experience cost growth

2. Schedule Control. Rating: E___ S___ U___ N/A___.

Consider: Did the contractor meet the original completion date? Request an extension due to reasons within its control? Finish ahead of schedule?

3. Contract Administration. Rating: E___S___U___N/A___.

Consider: Did the contractor respond to Government correspondence in a timely manner? Were unnecessary cost/price change proposals submitted? Were Government requested price changes submitted and negotiated promptly? Were contract modifications promptly executed? Were the subcontracts properly administered? Did the contractor comply with its subcontracting plan? Were progress reports submitted on time? Were invoices submitted correctly? Were contract discrepancies/problems reported promptly? Were major subcontracts administered properly?

4. Responsiveness to Government. Rating: E___S___U___N/A___.

Consider: Were complaints from the Government resolved in a reasonable and cooperative manner? Were telephone calls responded to promptly? Were controversial issues resolved amicably? Was the contractor reasonable and responsive the Government's needs?

5. Contract Compliance with Technical Requirements.

Rating: E___S___U___N/A___.

Consider: Were all of the contract requirements met? Were the objectives of the statement of work met? Were problems resolved? Will the delivered items or services be able to be used for the purpose intended? If not useable, why not?

6. Key Personnel. Rating: E___S___U___N/A___.

Consider: Did the personnel have the knowledge and expertise necessary to perform the technical requirements? Were changes in key personnel made? How often were they made?

7. Recommendation: Would you recommend award to this contractor for future contracts for like or similar requirements? Yes___No___. If no, please fully explain.

8. Comments: Please provide any additional comments that you would like to share with us:

Attachment 3, Exhibit 4

Subcontracting Participation Report

1. Company Name: _____
2. ITES-2S Contract Number: _____
3. Date Submitted:
 - 3a. Small Business Participation Report Period *Start Date*: _____
 - 3b. Small Business Participation Report Period *End Date*: _____
4. Total Dollars/Percentage:
 - 4a. Total *Obligated* Dollars (sales to date): _____
 - 4b. Total *Obligated* Dollars subcontracted out (Large and Small Business): _____
 - 4c. Total percent of *Obligated* Dollars subcontracted out (Large and Small Business): _____
5. *Obligated Dollar Value* and percent of your participation as a Prime Contractor (Small Business prime contractors should **not** include dollars/percent for their own small business participation below):

Total Subcontracted

Type	Proposed Goal (Percent)	Actual Goal (Dollars / Percent)
Small Business Concerns		
Large Business Concerns		

Subcategory Breakout

Type	Proposed Goal (Percent)	Actual Goal (Dollars / Percent)
<i>For each Small Business concern, provide breakout:</i>		
Small Disadvantaged Business		
Women Owned Small Business		
Historically Black Colleges and Universities / Minority Institutions (HBCU/MI)		
Historically Underutilized Business Zone		
Veteran Owned Small Business		
Service Disabled Veteran Owned Small Business		
Other Small Business (not defined above)		

(Note: Subcategory Breakout total should equal "Small Business Concerns" above.)

6. Detailed Explanations for percentages less than what was proposed:
7. Name of Individual Responsible for Administering Form: _____
8. Email address of Individual Responsible for Administering Form: _____

Attachment 3, Exhibit 5***It e-mart Online Catalog Product Information Sheet***

This report is due when adding, deleting, or modifying products within *it e-mart*'s catalog. Use the following format guidelines for this report to insure products are displayed correctly:

1. One item per row on the spreadsheet.
2. Unique item number per item.
3. Each item number must be consistent throughout the lifecycle of that item.
4. One worksheet per report.
5. UNSPSC codes for Services in ECCMA format is shown below. UNSPSC codes for other products in ECCMA format can be found at <http://www.eccma.org/new/>.

Services

DESCRIPTION	UNSPSC
Computer services (All Other Services)	81.11.00.00.00
Software engineering	81.11.15.00.00
Mainframe software applications design	81.11.15.01.00
Personal computer PC application design	81.11.15.02.00
Systems integration design	81.11.15.03.00
Application programming services	81.11.15.04.00
Operating system programming services	81.11.15.05.00
Client or server programming services	81.11.15.06.00
ERP or database applications programming services	81.11.15.07.00
Application implementation services	81.11.15.08.00
Internet or intranet client application development services	81.11.15.09.00
Internet or intranet server application development services	81.11.15.10.00
Human resources productivity audits	81.11.15.11.00
Computer programmers	81.11.16.00.00
Programming for Visual Basic	81.11.16.01.00
Programming for Java	81.11.16.02.00
Programming for HTML	81.11.16.03.00
Programming for ALGOL	81.11.16.04.00
Programming for Assembler	81.11.16.05.00
Programming for Basic	81.11.16.06.00
Programming for C or C++	81.11.16.07.00
Programming for COBOL	81.11.16.08.00
Programming for FORTRAN	81.11.16.09.00
Programming for Pascal	81.11.16.10.00
Programming for PL/1	81.11.16.11.00
Programming or Proprietary Languages	81.11.16.12.00
Programming for Perl	81.11.16.13.00
Management information systems MIS	81.11.17.00.00
Wide area network communications design	81.11.17.01.00
Local area network communications design	81.11.17.02.00
Electronic data interchange EDI design	81.11.17.03.00
Database design	81.11.17.04.00
Systems architecture	81.11.17.05.00
Network planning services	81.11.17.06.00
Systems planning services	81.11.17.07.00
Telecommunications planning services	81.11.17.08.00

System administrators	81.11.18.00.00
Computer or network or internet security	81.11.18.01.00
Mainframe administration services	81.11.18.02.00
Local area network LAN maintenance or support	81.11.18.03.00
Wide area network WAN maintenance or support	81.11.18.04.00
Proprietary or licensed systems maintenance or support	81.11.18.05.00
Database analysis	81.11.18.06.00
Data storage	81.11.18.07.00
Systems analysis	81.11.18.08.00
System installation	81.11.18.09.00
Software coding	81.11.18.10.00
Technical support or help desk services	81.11.18.11.00
Computer hardware maintenance or support	81.11.18.12.00
Computer software maintenance or support	81.11.18.13.00
Co location service	81.11.18.14.00
Printer maintenance or support services	81.11.18.15.00
Mainframe computer maintenance or support	81.11.18.16.00
Telecom equipment maintenance or support	81.11.18.17.00
Third party warranty	81.11.18.18.00
Quality assurance services	81.11.18.19.00
System usability services	81.11.18.20.00
Information retrieval systems	81.11.19.00.00
Database information retrieval	81.11.19.01.00
On line database information retrieval	81.11.19.02.00
Remote database information retrieval	81.11.19.03.00
Data services	81.11.20.00.00
On line data processing	81.11.20.01.00
Data processing or preparation services	81.11.20.02.00
Data center services	81.11.20.03.00
Disaster recovery services	81.11.20.04.00
Document scanning service	81.11.20.05.00
Data storage service	81.11.20.06.00
Content or data standardization services	81.11.20.07.00
Cd rom mastering services	81.11.20.08.00
Content or data classification services	81.11.20.09.00
Data conversion service	81.11.20.10.00
Software Maintenance/Support	81.11.22.00.00

Product Report

Excel Column	Column Name	Format	Required?	Comments
A	Contract Number	Alphanumeric (21)	Y	Enter the Contract Number (including dashes).
B	Report Type	Alphanumeric (1)	Y	Please Enter “F” for Full Catalog Replacement-
C	Disposition	Alphanumeric (1)	N/A	Leave Blank
D	Item Type	Alphanumeric (1)	Y	Enter “1” to annotate RFP required.
E	Item Number	Alphanumeric (39)	Y	Unique number for the item. For example, product #, manufacturer part #, contract line item. Must be Unique for each item.
F	UNSPSC	Alphanumeric (14)	Y	Format is ##.##.##.##.##.
G	Price	Number(12,2)	Y	Enter price
H	Unit of Issue	Alphanumeric(12)	Y	Unit of issue (hour, etc)
I	Manufacturer	Alphanumeric(40)	N	Leave blank
J	Model	Alphanumeric(40)	N	Leave blank
K	Warranty	Alphanumeric(10)	N	Leave blank
L	Specification sheet url	Alphanumeric(250)	N	Leave blank
M	Photo url	Alphanumeric(250)	N	Leave blank
N	Description	Alphanumeric(250)	Y	Example: “Program Manager – Senior, Government Site hourly rate; Contractor Site hourly rate.”
O	related_to_item_1	Alphanumeric(39)	N	Refer to the related item paragraph below
P	related_to_item_2	Alphanumeric(39)	N	Refer to the related item paragraph below
Q	related_to_item_3	Alphanumeric(39)	N	Refer to the related item paragraph below
R	related_to_item_4	Alphanumeric(39)	N	Refer to the related item paragraph below
S	related_to_item_5	Alphanumeric(39)	N	Refer to the related item paragraph below

Related Items

The columns named “related_to_item_1 thru related_to_item_5” are used to associate related items to the primary item. The rules for using related items are:

- Only 1 item per row may be specified
- You may associate up to 5 items
- All items must be from the same contract

SECTION J - LIST OF ATTACHMENT

Section J - List of Attachment

Attachments

Descriptions

Attachment 1	Labor Rates Tables – Pragmatics Labor Rates
Attachment 2	Labor Category Descriptions
Attachment 3	Contract Management Reports Exhibit 1 – Order Transactions Exhibit 2 – Monthly Task Order Status Report Exhibit 3 – Evaluation of Contractor’s Task Order Performance Exhibit 4 – Small Business Subcontracting Participation Plan Report Exhibit 5 – <i>It e-mart</i> Online Catalog Product Attributes Information Sheet
Attachment 4	Task Order Procedures
Attachment 5	DD Form 254, Contract Security Classification Specification Appendix 1 – Control of Compromising Emanations (COMSEC) Appendix 2 – Additional Security Guidelines for COMSEC Appendix 3 – Safeguarding “For Official Use Only” Information Appendix 4 – SCI Addendum for DD Form 254
Attachment 6	Pragmatics Final Proposal Revision dated 3/27/06, Volume I – Mission Support, Section I – Performance Based Approach
Attachment 7	Pragmatics Final Proposal Revision dated 3/27/06, Volume I – Mission Support, Section III – Small Business Subcontracting Participation Plan

(End of Summary of Changes)