

**STATEMENT OF WORK AND PERFORMANCE WORK STATEMENT FOR  
SHIP & AIR INTEGRATED WARFARE DIVISION  
MISSION SYSTEMS ENGINEERING**

**1.0 Scope.**

The Naval Air Warfare Center Aircraft Division (NAWCAD) Webster Outlying Field (WOLF) Ship & Air Integrated Warfare (SAIW) Division provides mission systems engineering support to provide requirements definition, emerging technologies identification, rapid design engineering, drawing package support, development, customization, manufacturing, fabrication, integration, Test and Evaluation (T&E), installation, certification, maintenance, upgrade, logistics, software development and In-Service Engineering Agent (ISEA) activities of new and/or existing shipboard, surface, ground-based, and airborne mission systems. The Mission Systems Engineering (MSE) support is provided in response to tasking from the Department of Defense (DoD) and other U.S Government organizations.

This Statement of Work/Performance Work Statement (SOW/PWS) will provide Command, Control, Communications, Computers, Combat Systems, Intelligence, Surveillance, and Reconnaissance (C5ISR) systems engineering support, C5ISR integration support, and ISEA and logistics support to Mission Systems programs, systems, and technological areas within the SAIW project portfolio.

**2.0 Applicable documents.**

**2.1 DoD specifications.**

2.1.1 *DoD National Industrial Security Program Operating Manual (NISPOM) codifying 32 Code of Federal Regulations Part 117, NISPOM Rule.*

2.1.2 *SECNAV M-5510.36B, Department of the Navy, Information Security Program, 12 Jul 2019.*

2.1.3 *DoDI 5200.48, Controlled Unclassified Information (CUI), dated 6 Mar 2020.*

2.1.4 *DoDD 5400.07, DoD Freedom of Information Act (FOIA) Program, 5 Apr 2019.*

2.1.5 *DoDI 5230.24, Distribution Statements on Technical Documents, Change 3, 15 Oct 2018.*

2.1.6 *SECNAV M-5510.30C, Department of the Navy, Personnel Security Program, 24 Jan 2020.*

2.1.7 *OPNAVINST 3440.17A, Navy Installation Emergency Management Program, 1 Aug 2014.*

**2.2 DoD standards.**

2.2.1 *MIL-STD-498, Software Development and Documentation, Version 01.00.00.*

2.2.2 *DoD-STD-2168, Military Handbook, Defense System Software Quality Program.*

**2.3 Other Government documents.**

2.3.1 *National Security Decision Directive 298, dated 22 January 1988 Public Law 100-235, Section 3(d)(4).*

- 2.3.2 *Federal Acquisition Regulation (FAR).*
  - 2.3.3 *Bureau of Labor and Statistics (BLS) Standard Occupational Categories (SOC) available at [www.bls.gov/soc](http://www.bls.gov/soc).*
  - 2.3.4 *NAVAIRINST 4355.19E, Systems Engineering Technical Review Process, 6 Feb 2015.NAVSEA T9050-AA-DIR-010/AEGIS, Rev. G, Test Procedure Preparation Directive.*
  - 2.3.5 *SAIW Division Operations Manual.*
  - 2.3.6 *SAIW Division Project Realization Standard Operating Procedure (SOP).*
  - 2.4 Industry documents.
    - 2.4.1 *American Society for Testing and Materials (ASTM) manual A.*
    - 2.4.2 *Capability Maturity Model Integration (CMMI) Model.*
    - 2.4.3 *International Organization for Standardization (ISO) International Standard 9001:2015, Quality Management Systems, Sept 2015.*
  - 3.0 Requirements.
    - 3.1 General Requirements.
      - 3.1.1 Compatibility. The Contractor shall maintain the capability to prepare documents and software packages compatible with the Government Information Technology (IT) environment through the security classification of Secret as specified in the DD-254 (Attachment **XX**). The current operating environment required for this Contract includes:
        - Adobe Acrobat XI (Reader)
        - Internet access
        - Microsoft Office 365
        - Microsoft Office Professional Plus 2016 or greater
        - Microsoft Project 2016 or greater
        - Microsoft Windows 10
- The Contractor shall maintain the ability to interface with and transfer data to and from requiring office software applications and their upgraded versions. The Contractor shall ensure that all media are virus free when delivered. The Contractor shall be capable of internet and Local Area Network (LAN) communications with the SAIW Division. Contractor personnel shall be capable of maintaining real-time communications, both voice and data transfer capabilities, with the SAIW Division during working hours whether at contractor work site, on travel, or in telework environment.
- 3.1.2 Work location, facilities, and telework.
    - 3.1.2.1 Work location. Approximately 34% of work will be performed at Government site and 66% of work to be performed at Contractor site. Government site includes NAWCAD WOLF, St. Inigoes, MD.
      - 3.1.2.1.1 Government Site Requirements. Contractors performing on-site support will be provided access to workspaces, telephones, printers, facsimile machines, copy machines, shredders, computers, and network, including access to web servers and applicable databases or other applications necessary to carry out assigned tasks.

3.1.2.1.2 Contractor Site Requirements. The Contractor shall provide its own support facilities needed to perform the tasking of this Contract within 50 ground transportable miles of WOLF, St. Inigoes, MD in order to satisfy the daily support and administrative operations of this Contract. The Government will not assume responsibility to retain the facility or take control of the title after the Contract is completed.

3.1.2.2 Meeting Support. In support of the tasking outlined in this SOW/PWS, the Contractor shall have the capability to host and conduct meetings at the classification levels up to Secret with the capacity to support a minimum of 10 persons and have Contractor-furnished telephone and Video Teleconference (VTC) capability as well as sufficient equipment to conduct meetings with presentations including compatible software as required in section 3.1.1. This support shall be provided at the Contractor support facilities, located within 50 ground transportable miles of WOLF, St. Inigoes, MD required in section 3.1.2.1.2.

3.1.2.3 Telework. The Contractor, upon notification to, and concurrence from, the Contracting Officer's Representative (COR) that a position's tasking is eligible for telework, may utilize alternate worksites/locations and telework to support continued performance of its contract In Accordance With (IAW) company policy. Contractor discretion is required when making alternate worksite and telework decisions based upon the nature of support being provided by the employees. In the event telework is utilized, the Contractor remains responsible for contract performance and compliance with any applicable cost accounting standards and contract cost principles/procedures. Remote telework may be an option in support of this contracted effort. The COR must be notified and provide concurrence for any remote telework support provided to the Government. The Contractor must demonstrate that the remote telework is beneficial to the Government.

3.1.2.4 The Contractor shall provide sufficient industrial space for the receipt, storage, inventory, and shipment of equipment associated with assigned projects. Historically, the space required to meet SOW/PWS requirements has been no less than 7,500 feet. Additionally, the space shall be equipped with Heating, Ventilation and Air Conditioning (HVAC) systems capable of sustaining a controlled environment consistent with the storage, assembly, and operation of electronic equipment. The space shall be configured to meet requirements for receiving, material receipt inspection, storage awaiting build up, integration, and testing and storage of completed systems. The space shall be equipped to protect Government property and shall be located within 50 driving miles of WOLF, St. Inigoes, MD. The Government will not have desk occupancy at the location and will not take possession of the facility at contract termination.

3.1.3 Contract Status Reporting. The Contractor shall provide the following documentation.

3.1.3.1 Monthly progress and financial status report. The Contractor shall provide a progress and financial status report IAW the Contract Data Requirement List (CDRL). The report shall include work accomplished since submittal of the last report, including both monthly and cumulative work hour labor costs expended by labor category and material and travel costs. (CDRL A001)

3.1.4 Work schedule to include Compressed Work Schedule (CWS), overtime, holidays, and installation closure.

3.1.4.1 Work Schedule. The Contractor shall provide the required services and staffing

coverage during normal working hours. Normal working hours are usually 8.5 hours (including a 30-minute lunch break), from 0730 to 1600 each Monday through Friday (except on the legal holidays specified in paragraph 3.1.4.1.2). Some supported Government offices have flexibility to start as early as 0600 and end as late as 1800 Monday – Friday.

3.1.4.1.1 CWS. CWS is an alternative work schedule to the traditional five 8.5-hour workdays (which includes a 30-minute lunch break) worked per week. Under a CWS schedule, an employee completes the following schedule within a 2-week period of time: 8 weekdays are worked at 9.5 hours each (which includes a 30-minute lunch break), 1 weekday is alternately worked as 8.5 hours (which includes a 30-minute lunch break), and 1 weekday is not worked by the employee. The result is 80 hours worked every 2 weeks, with 44 work hours 1 week and 36 work hours the other.

The Contractor may allow its employees to work a CWS schedule provided the requirements of this SOW/PWS are met. If the Contractor chooses to allow its employees to work a CWS schedule in support of this Contract, any additional costs associated with the implementation of the CWS schedule vice the standard schedule are unallowable costs under this Contract and will not be reimbursed by the Government. Additionally, the CWS schedule shall not prevent Contractor employees from providing necessary staffing and service coverage as required by the Government to the COR

3.1.4.1.2 Holidays. The Government observes the Federal holidays identified on the Office of Personnel Management (OPM) website: <https://www.opm.gov/policy-data-oversight/pay-leave/federal-holidays/#url=Overview>. With the exception of the events in section 3.1.4.1.3 below, the Contractor is permitted to observe Federal holidays IAW its corporate policy.

3.1.4.1.3 Installation closure. When Federal facilities are closed by the Government or when Federal employees are officially excused from work due to a holiday or a special event, severe weather, a security threat, or any other Government facility-related problem that prevents Federal personnel from working at the Government facility, Contractor personnel assigned to work at that facility in support of such Federal employees shall follow their parent company's policies.

While generally Contractor personnel may not perform work on-site at a Government facility without oversight from Federal personnel, in very limited circumstances, work being performed by Contractor personnel may be deemed mission essential, and performance of such mission-essential work may be authorized to continue at the Government facility despite the facility being otherwise closed for normal operations. The circumstances permitting work being performed by Contractor personnel to be deemed mission essential are extremely limited and generally only apply to performance of efforts related to public health, safety, or matters related to national security. The cognizant Contracting Officer (KO) must concur with any determination that work being performed by Contractor personnel is mission essential.

3.1.5 Other Direct Costs (ODCs). (Research, Development, Test & Evaluation (RDT&E); Procurement (PROC); Operations & Maintenance (O&M); Non-Department of Defense (Non-DoD); and Working Capital Fund (WCF).

3.1.5.1 Travel. Travel may include general and administrative expenses, but shall not include profit. Temporary travel to other locations in support of project tasking is required. If required, temporary travel locations include those listed in sections 3.1.5.1.1 and 3.1.5.1.2. This list is not all-inclusive as locations may change over the life of the Contract.

3.1.5.1.1 Continental United States (CONUS). CONUS locations may include travel to Bremerton, WA; Hood River, OR; Jacksonville, FL; Mayport, FL; Norfolk, VA; Quantico, VA; San Diego, CA; St. Inigoes, MD; St Louis, MO; Tampa, FL; and Washington, D.C.

3.1.5.1.2 Outside the Continental United States (OCONUS). OCONUS locations may include travel to Manama, Bahrain; Sasebo, Japan; and Yokosuka, Japan.

3.1.5.1.3 The Contractor shall complete their travel request(s) IAW *NAVAIR Clause 5252.232-9509, Travel Approval and Reimbursement Procedures*. Upon completion of travel, the Contractor employee shall complete a trip/travel report. The COR shall approval all travel performed in support of this Contract prior to the commencement of the travel, and travel shall result in a trip report. (CDRL A002)

3.1.5.1.4 Synchronized Pre-Deployment & Operational Tracker (SPOT). The Contractor may travel to U.S. Central Command locations. IAW *Clauses 252.225-7040 and 5152.225-5908*, SPOT enables the validation of Contractors Authorized to Accompany the Force (CAAF), their authorization and eligibility for access to specific DoD facilities, and their eligibility for specific Government Furnished Support (GFS). The Contractor shall initiate a Letter of Authorization (LOA) for each prospective traveler. The Contractor shall use the SPOT link (<https://spot.dmdc.mil/privacy.aspx>) to enter and maintain data with respect to traveling/deployed personnel and to generate LOAs.

3.1.5.1.5 LOA. The KO will provide an LOA for official travel OCONUS, when applicable, supporting the Contract. The LOA will identify local authorizations, privileges, etc. as specified by DoD requirements. All defense contractor employees working under this Contract shall carry an LOA, when applicable, with them at all times while deployed OCONUS.

3.1.5.2 Material. Incidental material will be required in the performance of this Contract, and all incidental material purchases shall be IAW the Section H *NAVAIR Clause 5252.242-9515 Restriction of the Direct Charging of Material (Variation)*. All materials not depleted during the performance of this Contract shall become Government property upon completion of this Contract. The Contractor shall transfer all materials not depleted to the COR by way of a *Material Inspection and Receiving Report (DD Form 250)*. Material costs may include general and administrative expenses but shall not include profit/fee. (CDRL A003)

3.1.6 Subcontractors and Consultants. Provisions stated herein shall be clearly and effectively communicated to all subcontractors providing support under this Contract. All provisions of this SOW/PWS shall flow down to subcontractors providing support under this Contract.

3.1.7 Management of Contractor Personnel. The Government will neither supervise Contractor employees nor control the method by which the Contractor performs the required tasks. Under no circumstances will the Government assign tasks to, or prepare work schedules for, individual Contractor employees. The Contractor shall manage its employees and guard against any actions that are of the nature of personal services, or give the perception of personal services.

3.1.8 Transition-Out Strategy.

The Contractor's overall transition-out strategy shall be built around maintaining the mission of the SAIW Division with minimal impact, not only in terms of timeliness of performance but also to ensure that critical data and knowledge transfer occurs. Prior to the termination or expiration of the Contract, the Contractor shall ensure an orderly transition of responsibilities, while

minimizing impact to the operation. The Contractor shall submit a Transition-Out Plan, to include the minimum elements listed below IAW CDRL A004.

- Work turnover. The Contractor shall provide a plan of action to effectively transfer tasked work that is in process at the expiration or termination of the Contract to the successor company and establish and maintain effective communication with the incoming contractor or Government personnel for the period of transition via weekly status meetings.
- Quality Assurance (QA). The Contractor shall provide a plan of action to ensure continuation of quality review processes during the transition period to the successor company.
- Risk mitigation strategies. The Contractor shall provide a plan of action to mitigate Contract performance risks (quality and schedule) encountered during the transition period.
- Data/information transfer. The Contractor shall provide a plan of action for the efficient inventory and transfer of program data to the successor company.

3.1.9 Technical Direction Letters (TDLs). When necessary, technical direction or clarification concerning the details of specific tasks set forth in the Contract and the Task Orders (TOs) will be given through issuance of written TDLs. TDLs will not, in any manner, alter the scope of the Contract or TO. For further direction, see *NAVAIR Clause 5252.242-9502 Technical Direction (Variation)* in Section H of the Contract. The Contractor shall prepare and deliver a COR Management Report for TDLs IAW CDRL A005.

3.1.10 Quality Management. The Contractor shall develop, implement, document, and maintain a quality management system to ensure conformance with contractual requirements and the specific quality and performance requirements to be issued under this Contract. The quality management system should meet the intent of the American National Standards Institute/American Society for Quality (ANSI/ASQ) *ISO 9001:2015* and/or equivalent governing body. Regardless of the standards that are applied, the Contractor's quality approach should be clearly defined and recognize the need to focus on customer satisfaction, defect prevention over inspection, management responsibility, and continuous improvement. (CDRL A006)

3.1.10.1 Inspection System Plan (ISP). (CDRL A007)

3.1.10.2 The Contractor shall conduct a thorough review of the Contract quality requirements to identify the controls, processes, skills, fixtures, tools, and test equipment needed to ensure product quality.

3.1.10.2.1 The planning review shall also update inspection and testing techniques, instrumentation, and manufacturing methods and processes. (CDRL A008)

3.1.10.2.2 These written procedures and work instructions shall be made available to the employees required to perform the specific task.

3.1.11 Government Furnished Property (GFP)/Government Furnished Information (GFI). Any GFI listed in this Contract will be provided to the Contractor within five days after award. Additional GFI such as training and documentation requiring Contractor review, analysis, and updating will be provided throughout the Contract Period of Performance (PoP). Disposition of

GFI will be made at Contract completion. The Contractor shall have an approved Property Management System.

### 3.2 Security.

3.2.1 Citizenship Requirements. Only U.S. citizens may perform under this Contract, unless waived by the Government. If the Contractor cannot find qualified U.S. citizens to perform the work, the Contractor shall submit a citizenship waiver request with justification to the Government Security Office. The waiver request should include:

- a) The individual's name, date and place of birth, position title, and current citizenship.
- b) A statement that a qualified U.S. citizen cannot be hired in sufficient time to meet the contractual requirements.
- c) A statement of the unusual expertise possessed by the applicant.
- d) A statement that access will be limited to a specific Government contract (specify Contract number).
- e) A statement that the Contractor has obtained an export license for the information required to perform the Contract.

### 3.2.2 Investigative Requirements.

Unclassified: All Contractor personnel must be eligible to perform Non-Critical Sensitive work as defined by *SECNAV M-5510.30C*. All Contractor personnel are required to have a favorably adjudicated Tier-3 investigation from the OPM. The Contractor shall submit a request for personnel security investigation to the Government Security Office. The Government Security Office shall initiate the Contractor employee's Electronic Questionnaire for Investigations Processing (eQIP) and shall perform a preliminary screening of the Contractor employee's eQIP for suitability and derogatory information. The Contractor employee shall provide all requested information pursuant to the *Privacy Act of 1974*. The Government Security Office may deny the Contractor employee access to Government facilities and information and may prohibit the Contractor employee from performance of sensitive duties for failure to provide requested information or when derogatory or adverse information is present on the Contractor employee's eQIP. In such cases, the Contractor employee may not perform on the Contract.

The Contractor shall implement and maintain security procedures and controls to prevent unauthorized disclosure of Controlled Unclassified Information (CUI) and to control distribution of CUI IAW *National Industrial Security Program Operating Manual (NISPOM) codifying 32 Code of Federal Regulations Part 117, NISPOM Rule and SECNAV M-5510.36B, Department of the Navy, Information Security Program*. All Contractor facilities shall provide an appropriate means of storage for CUI and materials. All CUI shall be appropriately identified and marked IAW *DoD Instruction 5200.48, Controlled Unclassified Information (CUI)*.

CUI, including legacy For Official Use Only (FOUO) information and Covered Defense Information (CDI) (meeting the definition of *48 CFR 252.204-7012(a)*) generated and/or provided under this Contract, shall be marked and safeguarded as specified in *DoD Instruction 5200.48, Controlled Unclassified Information (CUI)* available at <https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/520048p.PDF>.

Any product containing CDI shall be assigned a distribution statement (distribution statements B through F) using the criteria set forth in *DoDI 5230.24, Distribution Statements on Technical Documents* and have this statement displayed per *DoDI 5230.24, Enclosure 3*.

All controlled unclassified technical information shall be appropriately identified and marked with the following distribution statement(s):

Distribution Statement (Insert Appropriate Letter and Authorization Title), (Insert Appropriate Reason Category) (dated – (Date of Distribution Authorization). Other requests shall be referred to: Commander, Naval Air Systems Command, Attn: COR, NAWCAD WOLF SAIW, 17134 Webster Field Road, Building 8225, Saint Inigoes, MD 20684-4015.

Classified: All Contractor personnel shall maintain security clearance eligibility commensurate with the level of classification of the work performed as annotated in the Contract's *DD-254, Contract Security Classification Specification Form*.

Contractor personnel shall require access to classified information in performance of this Contract up to and including Top Secret facility level, with a safeguarding level of Secret. The Contractor is responsible for ensuring that all personnel receive the requisite investigation and are favorably adjudicated IAW *National Industrial Security Program Operating Manual (NISPOM) codifying 32 Code of Federal Regulation Part 117, NISPOM Rule*. Contractor employees who fail to meet security clearance requirements may not access classified information or perform sensitive duties. In such cases, the Contractor employee may not perform on the Contract.

The Contractor shall comply with security requirements specified in the *DD-254* attached to this Contract. Information or data that the Contractor accesses shall be handled at the appropriate classification level. Unclassified information shall be handled IAW the appropriate designation (CUI; legacy FOUO; CDI). Distribution is authorized to the Requiring Office's Organization and supported Activity only. Other requests for deliverables under this Contract shall be referred to the Technical Point of Contact (TPOC)/COR of this Contract for approval.

CUI, including legacy FOUO and CDI (meeting the definition of *48 CFR 252.204–7012(a)*) generated and/or provided under this Contract, shall be marked and safeguarded as specified in *DoD Instruction 5200.48, Controlled Unclassified Information (CUI)* available at <https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/dodi/520048p.PDF>.

Any product containing CDI shall be assigned a distribution statement (distribution statements B through F) using the criteria set forth in *DoDI 5230.24, Distribution Statements on Technical Documents* and have this statement displayed per *DoDI 5230.24, Enclosure 3*.

3.2.2.1 All personnel shall have the appropriate DoD Security Clearance Level or Interim Clearance IAW the chart below. All other labor categories have no DoD Security Clearance requirement.



| <b>LABOR CATEGORY</b>  | <b>LEVEL</b> | <b>DoD SECURITY<br/>CLEARANCE<br/>LEVEL<br/>(INTERIM<br/>CLEARANCE<br/>ACCEPTABLE)</b> | <b>FULL TIME<br/>EQUIVALENTS<br/>(FTEs)</b> | <b>REQUIRED DAYS<br/>AFTER ISSUANCE OF<br/>CONTRACT</b> |
|--|--------------|--|---|---|
| Computer Hardware Engineers                                  | Junior       | Secret (One)   | One   | Within 60 calendar days of award                        |
| Computer Hardware Engineers                                  | Journeyman   | Secret (All)   | All   | Within 60 calendar days of award                        |
| Computer Hardware Engineers (Key)                            | Senior       | Top Secret (One)   | One   | Within 120 calendar days of award                       |
| Computer Hardware Engineers (Non-Key)                        | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Computer Systems Analysts                                    | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Computer Systems Analysts                                    | Journeyman   | Secret (All)   | All   | Within 60 calendar days of award                        |
| Computer Systems Analysts (Key and Non-Key)                  | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Electrical Engineers   | Junior       | Secret (One)   | One   | Within 60 calendar days of award                        |
| Electrical Engineers   | Journeyman   | Secret (All)   | All   | Within 60 calendar days of award                        |
| Electrical Engineers (Key and Non-Key)                       | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Engineers, All Other (Systems Engineer)                      | Junior       | Secret (One)   | One   | Within 60 calendar days of award                        |
| Engineers, All Other (Systems Engineer)                      | Journeyman   | Secret (Two)   | Two   | Within 60 calendar days of award                        |
| Engineers, All Other (Systems Engineer) (Key)                | Senior       | Top Secret (One)   | One   | Within 120 calendar days of award                       |
| Engineers, All Other (Systems Engineer) (Non-Key)            | Senior       | Secret (One)   | One   | Within 60 calendar days of award                        |
| General and Operations Managers (Program Manager) (Key)      | Senior       | Top Secret (One)   | One   | Within 120 calendar days of award                       |
| General and Operations Managers (Project Manager) (Key)      | Senior       | Top Secret (One)   | One   | Within 60 calendar days of award                        |
| General and Operations Managers (Project Manager) (Non-Key)  | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Logisticians   | Journeyman   | Secret (All)   | All   | Within 60 calendar days of award                        |
| Logisticians   | Senior       | Secret (All)   | All   | Within 60 calendar days of award                        |
| Management Analysts (Configuration Management Analyst) (Key) | Journeyman   | Secret (One)   | One   | Within 60 calendar days of award                        |

|  |            |              |     |                                  |
|--|------------|--------------|-----|----------------------------------|
| Mechanical Engineers                         | Junior     | Secret (One) | One | Within 60 calendar days of award |
| Mechanical Engineers                         | Journeyman | Secret (All) | All | Within 60 calendar days of award |
| Mechanical Engineers                         | Senior     | Secret (All) | All | Within 60 calendar days of award |
| Computer Programmer II (SCA)                 | N/A        | Secret (All) | All | Within 60 calendar days of award |
| Electronics Technician Maintenance II (SCA)  | N/A        | Secret (All) | All | Within 60 calendar days of award |
| Electronics Technician Maintenance III (SCA) | N/A        | Secret (All) | All | Within 60 calendar days of award |
| Engineering Technician II (SCA)              | N/A        | Secret (One) | One | Within 60 calendar days of award |
| Engineering Technician III (SCA)             | N/A        | Secret (One) | One | Within 60 calendar days of award |
| Engineering Technician IV (SCA)              | N/A        | Secret (All) | All | Within 60 calendar days of award |

### 3.2.3 Common Access Card (CAC)/Public Key Infrastructure (PKI) and System Authorization Access Request Navy (SAAR-N).

SAAR-N. All Contractor personnel requiring access to Government IT systems shall have an approved SAAR-N Form *OPNAV 5239/14 Rev Sep 2011* on file and complete required *Annual Information Awareness Training*. New employees must submit their SAAR-N forms within 30 days of their first day of work. Instructions for processing the SAAR-N forms are available at: [https://www.cnic.navy.mil/content/dam/cnic/hq/pdfs/Homepage/Command%20and%20Staff/OPNAV\\_5239\\_14\\_Rev\\_9\\_2011.pdf](https://www.cnic.navy.mil/content/dam/cnic/hq/pdfs/Homepage/Command%20and%20Staff/OPNAV_5239_14_Rev_9_2011.pdf). SAAR-N forms shall be submitted to the COR, Government TPOC, or to the assigned Government Trusted Associate Sponsorship System (TASS) Trusted Associate.

3.2.3.1 CAC/Local Badges. Contractor CACs and facility-specific identification badges will be issued by the Government to on-site Contractor personnel and shall be visible at all times while personnel are at the Government site. The Contractor shall furnish all requested information required to facilitate issuance of identification badges. All CACs and identification badges issued to Contractor employees shall be returned to the Trusted Associate (TA) following completion of the Contract, relocation or termination of an employee, or upon request from the COR/Procuring Contracting Officer (PCO). The Government will provide the Contractor access to Government facilities, as required, for performance of tasks under this Contract.

3.2.3.2 DD-254. The Contractor shall comply with security requirements specified in the DD-254 attached to this Contract. Information or data that the Contractor accesses shall be handled at the appropriate classification level. Unclassified information shall be handled as legacy FOUO or CUI. Distribution is authorized to the Requiring Office's Organization and supported Activity only. Other requests for deliverables under this Contract shall be referred to the COR of this Contract for approval.

3.2.3.2.1 The Contractor will require access to:

3.2.3.2.1.1 Communications Security (COMSEC) Information.

3.2.3.2.1.2 National Intelligence Information, Non-Sensitive Compartmented Information (Non-SCI).

3.2.3.2.1.3 North Atlantic Treaty Organization (NATO) Information.

3.2.3.2.1.4 CUI.

3.2.3.2.1.5 Secret Internet Protocol Router Network (SIPRNet)/Video Teleconference (VTC).

3.2.3.2.2 In performing this Contract, the Contractor will:

3.2.3.2.2.1 Receive, store, and generate classified information or material.

3.2.3.2.2.2 Have access to U.S. classified information outside the U.S., Puerto Rico, U.S. possessions and trust territories.

3.2.3.2.2.3 Be authorized to use the services of defense technical information center (DTIC) or other secondary distribution center.

3.2.3.2.2.4 Require a COMSEC account.

3.2.3.2.2.5 Have a TEMPEST (Telecommunications Electronics Material Protected from Emanating Spurious Transmission) requirement.

3.2.3.2.2.6 Have Operations Security (OPSEC) requirements.

3.2.3.2.2.7 Be authorized to use Defense Courier Service (DCS).

3.2.3.2.2.8 Receive, store, or generate CUI.

3.2.4 Information Security. If the work is performed at the Contractor's facility, the Contractor shall implement and maintain security procedures and controls to prevent unauthorized disclosure of classified information and CUI and to control distribution of CUI IAW *National Industrial Security Program Operating Manual (NISPOM) codifying 32 Code of Federal Regulations Part 117, NISPOM Rule and SECNAV M-5510.36B, Department of the Navy, Information Security Program*. If the work is performed at the Government's facility, the Contractor shall comply with facility security procedures and controls.

3.2.4.1 Marking. All information generated by the Contractor shall be properly marked. Legacy FOUO information generated and/or provided under this Contract shall be marked IAW *DoDI 5200.48*. Technical information shall also be marked with appropriate Distribution Statements and Export Control warnings IAW *DoDI 5230.24* and program Security Classification Guidance.

3.2.4.2 Public Release. Any CUI pertaining to this Contract shall not be released for public dissemination, including posting to any social media sites such as Facebook or Twitter, unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release through the NAWCAD WOLF Public Affairs Office (PAO) via the COR identified in *NAVAIR clause 5252.201-9501, Designation of Contracting Officer's Representative (COR)(NAVAIR)(SEP 2020)*.

3.2.4.3 Loss, compromise, and/or electronic spillage of classified information or CUI. All instances of loss, compromise, and electronic spillage of classified information or CUI shall be reported to the COR, TPOC, and Government Security Office within 72 hours of the incident occurring.

3.2.5 OPSEC. The Contractor shall develop, implement, and maintain an OPSEC program to protect controlled unclassified and classified activities, information, equipment, and material used or developed by the Contractor and any subcontractor during performance of the Contract. The Contractor shall be responsible for the subcontractor implementation of the OPSEC requirements. This program may include Information Assurance (IA) and COMSEC. The OPSEC program shall be IAW *National Security Decision Directive (NSDD) 298* and at a minimum shall include:

- 1) Assignment of responsibility for OPSEC direction and implementation.
- 2) Issuance of procedures and planning guidance for the use of OPSEC techniques to identify vulnerabilities and apply applicable countermeasures.
- 3) Establishment of OPSEC education and awareness training.
- 4) Provisions for management, annual review, and evaluation of OPSEC programs.
- 5) Flow down of OPSEC requirements to subcontractors when applicable.

While performing aboard Naval Air Systems Command (NAVAIR) or NAVAIR sites, the Contractor shall: comply with facility OPSEC program instructions and contribute to organization-level OPSEC efforts; include OPSEC as part of its ongoing security awareness program and take all required Agency training; be responsive to the Supporting OPSEC Manager on a non-interference basis; and protect sensitive unclassified information and activities that could compromise classified information or operations or degrade the planning and execution of operations performed by the Requirements Owner and Contractor in support of the mission. (CDRL A009)

3.2.6 Antiterrorism Force Protection and Emergency Management. The work performed on this Contract is not Emergency Essential IAW *OPNAVINST 3440.17A* and Government Emergency Management, Antiterrorism, and/or Continuity of Operations Plans. Contractor personnel shall comply with all Government Emergency Management, Antiterrorism, and/or Continuity of Operations Plans and directives. Contractor personnel shall not report for work at Government facilities upon declaration of Force Protection Condition CHARLIE or in any event or emergency where Government officials direct curtailment of operations to “Mission Essential Only.” All Contractor personnel assigned to a Government facility shall complete annual Antiterrorism (Level One) and Active Shooter training.

### 3.3 Detailed Support Requirements.

#### 3.3.1 C5ISR Systems Engineering Support.

3.3.1(a) (RDT&E) Provide C5ISR systems engineering support for SAIW programs and projects throughout the research and development phases of the program’s life cycle. Applicable to SOW/PWS paragraphs 3.3.1.1 – 3.3.1.6.

3.3.1(b) (PROC) Provide C5ISR systems engineering support for SAIW programs and projects throughout the procurement and production phases of the program’s life cycle. Applicable to SOW/PWS paragraphs 3.3.1.1 – 3.3.1.6.

3.3.1(c) (O&M) Provide C5ISR systems engineering support for SAIW programs and projects throughout the O&M phase of the program’s life cycle. Applicable to SOW/PWS paragraphs 3.3.1.1 – 3.3.1.6.

3.3.1(d) (Non-DoD) Provide C5ISR systems engineering support for SAIW programs and projects supporting non-DoD customers. Applicable to SOW/PWS paragraphs 3.3.1.1 – 3.3.1.6.

3.3.1(e) (WCF) Provide C5ISR systems engineering support for SAIW programs and projects associated with WCF efforts. Applicable to SOW/PWS paragraphs 3.3.1.1 – 3.3.1.6.

3.3.1.1 The Contractor shall assist to analyze the needs and assist the Government in defining the operational and life cycle requirements for new systems and/or capabilities to address deficiencies with existing systems, new mission requirements, or opportunities for “technology refresh” afforded by new and emerging technologies. (CDRL A010)

3.3.1.1.1 The Contractor shall assist by considering the existing systems being replaced, operational processes and procedures, possible constraints and limitations, operational environment, producibility, reliability, maintainability, availability, cost, schedule, and necessary quality standards of legacy and proposed systems with which the new system shall operate. (CDRL A010)

3.3.1.1.2 The Contractor shall assist by providing support to the Government’s development of a Requirements Traceability Verification Matrix and Project Schedule to ensure compatibility with stakeholders’ needs. (CDRLs A011 and A012)

3.3.1.2 The Contractor shall assist by researching, identifying, providing, evaluating, and documenting competing alternative systems, concepts, and technologies to provide information necessary to objectively compare their attributes (such as technical capability, risk, and cost). (CDRL A010)

3.3.1.2.1 The Contractor shall, when all factors are considered, assist with selecting and presenting the most appropriate solution or technology to the Government for consideration, paying particular attention to producibility. (CDRL A010)

3.3.1.2.2 The Contractor shall assist by considering Government-Off-The-Shelf (GOTS), Commercial-Off-the-Shelf (COTS), and Non-Developmental Item (NDI) solutions whenever feasible, and include issues specific to these solutions, such as data rights, supportability, licensing agreements, and copyrights as part of the analysis. (CDRL A010)

3.3.1.3 The Contractor shall assist by providing studies, evaluations, and data required for the engineering design review process from Preliminary Design Reviews (PDRs), Alternatives Review, and Cost Benefit Analysis through Critical Design Review (CDR) acceptance of new and modernized C5ISR Mission Systems. (CDRL A010)

3.3.1.3.1 The Contractor shall assist by providing system design packages, reports, and recommendations as a result of these reviews, analyses, studies, and evaluations. (CDRL A010)

3.3.1.3.2 The Contractor shall support the performance of the systems engineering processes to support the Government’s organic Lead Systems Integration (oLSI) activities supporting rapidly new or enhanced developed C5ISR based products and services. (CDRL A010)

3.3.1.3.3 The Contractor shall assist by providing support to the Government to conduct engineering technical reviews and assessments supporting the Government’s turnkey production processes and environment. (CDRL A010)

3.3.1.3.4 The Contractor shall assist by providing support to the Government to establish turnkey performance standards to ensure turnkey parametric values are not exceeded during execution.

(CDRL A010)

3.3.1.3.5 The Contractor shall assist by providing support to the Government to conduct a set of system engineering reviews for C5ISR projects that include system design and delivery as outlined in *NAVAIRINST 4355.19E* or the relevant directive as outlined in the issued TO and TDL. For non-Acquisition Category (ACAT) programs, it is likely that, at a minimum, System Requirement Reviews (SRRs), PDRs, CDRs, and System Verification Reviews (SVRs) will be conducted on projects where a system will be developed or delivered. Other reviews that may occur at the Government's discretion are: Initial Technical Reviews (ITRs), Alternative System Reviews (ASRs), System Functional Reviews (SFRs), Software Specification Reviews (SSRs), Integration Readiness Reviews (IRRs), Test Readiness Reviews (TRRs), Physical Configuration Audits (PCAs), and In-Service Reviews (ISRs). (CDRL A010)

3.3.1.4 The Contractor shall assist by providing support to the Government's development of a Systems Engineering Management Plan (SEMP). (CDRL A013)

3.3.1.4.1 The Contractor shall assist with ensuring traceability between a system's operational requirements and its hardware and software implementation by documenting and providing information in a format that clearly demonstrates a risk assessment, logical flow, and validates that the system's components are necessary and sufficient to meet the system's requirements. (CDRLs A010 and A014)

3.3.1.4.2 The Contractor shall assist with ensuring the best of the current and emerging information technologies are included in the NAWCAD toolbox of equipment and applications and are available to support projects. (CDRL A010)

3.3.1.4.3 The Contractor shall assist by providing engineering support and reports for tests and evaluations to support and/or validate systems engineering and programmatic decisions. Tasking includes assisting with feasibility studies, trade studies, manpower studies, cost-benefit analyses, and system total operating cost analyses. (CDRL A010)

3.3.1.4.4 The Contractor shall assist with evaluating the feasibility and suitability of proposed design solutions paying particular attention to, but not limited to, the producibility of proposed design solutions. (CDRL A010)

3.3.1.4.5 The Contractor shall assist by providing support for appropriate risk mitigation efforts, such as modeling and simulation, when unproven technologies, unique concepts, or high-risk approaches are proposed. (CDRL A010)

3.3.1.5 The Contractor shall assist with developing, reviewing, and/or revising engineering drawings, as-built drawings, cable run sheets, and other related documentation to reflect approved system design and consistency with interfaces. (CDRLs A010, A015, A016, A017)

3.3.1.5.1 The Contractor shall assist by providing technical and engineering support for the development, acquisition, validation, and correction of technical data and technical documentation required for the detailed design, modernization, integration, installation, operation, and maintenance of new and upgraded systems. (CDRLs A016 and A017)

3.3.1.5.2 The Contractor shall assist with preparing detailed electrical and mechanical assembly and installation control drawing packages including the continued verification and update of baseline and projected configurations and revised drawing documentation to include the following: Preliminary and Final Cable Running Sheets, Preliminary and Final Space

Arrangement Drawings, Preliminary and Final Method Mounted Equipment Drawings, Preliminary and Final Installation Control Drawings, Preliminary and Final One-Line Power Diagrams, Preliminary and Final Cable Block Diagrams, Preliminary and Final Interface Control Drawings, and Preliminary and Final Fabrication and Assembly Drawings. (CDRLs A010 and A015)

3.3.1.5.3 The Contractor shall assist with reviewing the drawings and technical documentation of interfacing systems to ensure compatibility with integrated system interfaces on legacy, current, and future systems. (CDRLs A010 and A015)

3.3.1.5.4 The Contractor shall assist with reviewing drawings for quality control and consistency with interfaces, and update the product or systems-based documentation as appropriate. (CDRLs A010 and A015)

3.3.1.5.5 The Contractor shall assist with ensuring all documentation and drawing packages follow required quality and document control processes, as well as any security-based considerations that may be defined in the TO and TDL. This can include monitoring, numbering, documenting, approving, and storage per the Contractor's Quality Assurance Program Plan (QAPP) or as may be required by other quality and security-based standards. (CDRLs A010 and A015)

3.3.1.6 The Contractor shall assist by providing software, network, and IT development services to design, develop, and integrate new and upgraded C5ISR solutions and to ensure compatibility with mission system hardware. These services shall conform to *MIL-STD-498*, *DoD-STD-2168*, and other applicable standards as required in the issued TO and TDLs. (CDRL A010)

3.3.1.6.1 The Contractor shall assist with designing, developing, and integrating computer software requirements, solutions, and interfaces to ensure compatibility with new and existing C5ISR system hardware. This includes developing, modifying, and maintaining documentation associated with the software development process, as well as the software product; utilization of accepted best practices, techniques, and approaches to ensure effective and efficient software development and integration; and development of software IAW the guidelines and methodologies of Capability Maturity Model Integration (CMMI) process improvement maturity model. (CDRLs A010 and A018)

3.3.1.6.2 The Contractor shall assist with developing or modifying Software Development Plans (SDPs) for various C5ISR systems. The SDP serves as a tool for monitoring the processes for software development, methods to be used, approach to be followed for each activity, and project schedules, organization, and resources. (CDRL A019)

3.3.1.6.3 The Contractor shall assist with testing and validating software designs, functionality, reliability, and security of developed and integrated computer software solutions on new and existing C5ISR systems. This includes implementing, analyzing, and documenting various NAVAIR and sponsor-based approved assurance, static, and dynamic testing involving Software Test Plan procedures. (CDRLs A018, A020, A021, A022)

3.3.1.6.4 The Contractor shall assist by utilizing the approved systems engineering documentation developed on task-specific equipment or components and validating the actual operational functionality versus the approved and desired system performance standards. (CDRL A010)

### 3.3.2 C5ISR Integration Support (Term and Completion).

The following SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5 represent both Term and Completion tasking.

3.3.2(a) (RDT&E) Provide C5ISR integration support for SAIW programs and projects throughout the research and development phases of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5.

3.3.2(b) (PROC) Provide C5ISR integration support for SAIW programs and projects throughout the procurement and production phases of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5.

3.3.2(c) (O&M) Provide C5ISR integration support for SAIW programs and projects throughout the O&M phase of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5.

3.3.2(d) (Non-DoD) Provide C5ISR integration support for SAIW programs and projects supporting non-DoD customers. Applicable to SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5.

3.3.2(e) (WCF) Provide C5ISR integration support for SAIW programs and projects associated with WCF efforts. Applicable to SOW/PWS paragraphs 3.3.2.1 – 3.3.2.5.

3.3.2.1 The Contractor shall support the initial planning stages of C5ISR Mission Systems. (CDRLs A010, A012, A014)

3.3.2.1.1 The Contractor shall support the development of integration planning documentation for the various platforms, equipment suites, cabinets, or racks to be integrated utilizing various Work Breakdown Structure (WBS)-based software tools as may be required. (CDRLs A010, A012, A014)

3.3.2.1.2 The Contractor shall assist with coordinating the availability of needed integration required resources such as manpower, material, travel, software, tooling, and facilities. (CDRLs A010, A012, A014)

3.3.2.1.3 The Contractor shall assist to develop, apply, and submit to the Government for approval an integration Performance Work Process (PWP). (CDRLs A012 and A014)

3.3.2.2 The Contractor shall assist by providing technical and engineering services and reports to track, modify, stage, integrate, deliver, and test C5ISR Mission Systems.

3.3.2.2.1 The Contractor shall assist by providing technical support for the integration of systems, subsystems, components, and equipment that will be incorporated into mission-based C5ISR systems and/or platforms and provide associated reports. (CDRL A010)

3.3.2.2.2 The Contractor shall support the resolution of problems during system integration, testing, delivery, and set up and prepare change requests as required. (CDRLs A010, A017, A022, A023)

3.3.2.2.3 The Contractor shall assist by identifying, documenting, and providing reports detailing all technical information relative to discrepancies encountered with the integration and installation or testing of electrical, mechanical, or IT-based equipment, components, systems, or platforms for C5ISR systems. (CDRLs A010, A022, A023)

3.3.2.2.4 The Contractor shall support the fabrication or procurement of metalwork and



woodwork items for supported C5ISR systems. (CDRLs A001 and A003)

3.3.2.2.5 The Contractor shall assist with ensuring the configuration control process is maintained throughout the integration effort to identify changes to cabinet installation, design, and interoperability (e.g., cables, connectors, backshells, and interconnections) necessary to ensure control of system integration. (CDRLs A023 and A024)

3.3.2.2.6 The Contractor shall assist in calibrating general purpose and special purpose tools and electronic test equipment. (CDRL A010)

3.3.2.2.7 The Contractor shall assist to maintain appropriate equipment and tooling maintenance documents. (CDRL A010)

3.3.2.3 The Contractor shall assist by providing support services for the acquisition and delivery of components and equipment for supported C5ISR systems. (CDRLs A003 and A010)

3.3.2.3.1 The Contractor shall assist by disassembling, refurbishing, and preparing complete systems and/or individual components for delivery, installing protective coverings and packaging, preparing appropriate documentation including final inventory cards and *DD Forms 1149* or *DD Forms 250* (as may be required), and performing pre-shipment quality control inspections. (CDRLs A003 and A022)

3.3.2.3.2 The Contractor shall assist with coordination of shipments and shipment preparation documents with appropriate transportation authorities; monitor shipment loading IAW the Equipment Delivery Plan; and monitor the unloading of equipment at the integration facility. (CDRLs A003 and A010)

3.3.2.3.3 The Contractor shall assist by providing follow-up support for delivery of late equipment to the integration facility. (CDRL A010)

3.3.2.3.4 The Contractor shall assist by providing support to receive, track, inventory, issue, monitor, and document all material, equipment, technical data, and logistics support items (to include Government Furnished Equipment (GFE) and Contractor furnished equipment) acquired throughout the entire acquisition process. (CDRLs A003 and A010)

3.3.2.3.5 The Contractor shall assist with planning and coordinating the procurement and delivery of equipment with vendors to ensure deliveries meet required schedules. (CDRL A003)

3.3.2.4 The Contractor shall assist by providing installation support services on-site at the final integration platform or facility. (CDRL A010)

3.3.2.4.1 The Contractor shall assist with performing and monitoring the on-site installation of Mission Systems equipment at specified military locations and platforms, as well as at other sponsor-based locations. (CDRL A010)

3.3.2.4.2 The Contractor shall assist by providing technical liaison support between NAWCAD and the platform integrator during on-site system installation and assist with providing recommendations to Government personnel for resolution of system installation problems. (CDRL A010)

3.3.2.5 The Contractor shall assist with executing T&E processes and procedures on systems developed, evaluated, or installed on SAIW programs. (CDRLs A010, A021, A022, A025)

3.3.2.5.1 The Contractor shall support the development of T&E plans and procedures to validate

the operational and system functionality of equipment IAW Government test standards, ISO quality standards, and the Contractor's Quality Management Plan (QMP). (CDRLs A021 and A025)

3.3.2.5.2 The Contractor shall assist to coordinate and conduct pre-integration special testing, such as shock, vibration, Electromagnetic Interference (EMI), isolation and radiation hazards, and susceptibility to electronic countermeasures. (CDRL A022)

3.3.2.5.3 The Contractor shall assist by providing support to conduct C5ISR system and component testing per system standards and approved engineering test plans and specifications to ensure correct operation, compatibility with existing subsystems and equipment, and suitability for integration into the specified communications or information systems. (CDRL A022)

3.3.2.5.4 The Contractor shall provide assistance to conduct data collection, test result analyses, and report findings. (CDRLs A010, A022)

3.3.2.5.5 The Contractor shall assist by providing support to identify and document discrepancies, as well as actions taken to resolve discrepancies, and provide feedback to engineering or production personnel. (CDRL A022)

3.3.2.5.6 The Contractor shall assist by providing support for cybersecurity scanning, patching, and updating to ensure the most up-to-date cybersecurity posture for mission systems during integration. The support shall be IAW the latest applicable program level and/or DoD level Security Technical Integration Guides (STIGs). (CDRL A010)

### 3.3.3 ISEA and Logistics Support.

3.3.3(a) (RDT&E) Provide ISEA and logistics support for SAIW programs and projects throughout the research and development phases of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.3.1 – 3.3.3.4.

3.3.3(b) (PROC) Provide ISEA and logistics support for SAIW programs and projects throughout the procurement and production phases of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.3.1 – 3.3.3.4.

3.3.3(c) (O&M) Provide ISEA and logistics support for SAIW programs and projects throughout the O&M phase of the program's life cycle. Applicable to SOW/PWS paragraphs 3.3.3.1 – 3.3.3.4.

3.3.3(d) (Non-DoD) Provide ISEA and logistics support for SAIW programs and projects supporting non-DoD customers. Applicable to SOW/PWS paragraphs 3.3.3.1 – 3.3.3.4.

3.3.3(e) (WCF) Provide ISEA and logistics for SAIW programs and projects associated with WCF efforts. Applicable to SOW/PWS paragraphs 3.3.3.1 – 3.3.3.4.

3.3.3.1.1 The Contractor shall provide assistance with the performance of on-site platform, system, and equipment engineering assessments. (CDRLs A010, A025, A026)

3.3.3.1.2 The Contractor shall support the development of analysis capability plans to test and evaluate various modifications and changes to individual C5ISR subsystems or components and assess impacts on the operation and support of the overall systems. (CDRLs A010 and A025)

3.3.3.1.3 The Contractor shall assist by providing support to interact with various stakeholders to

develop ISEA risk and operational assessment reports of existing and future system configurations. (CDRL A010)

3.3.3.1.4 The Contractor shall assist with reviewing system architectures and Concepts of Operations (CONOPS) associated with the application and deployment of advanced information technologies, specifically focusing on the overall systems approach and mission accomplishment. (CDRLs A010 and A026)

3.3.3.2 The Contractor shall assist with the development of Configuration and Data Management (CDM) operating policies for the change control, status accounting, and verification of Configuration Items (CIs) for approved system change packages. (CDRLs A010, A023, A024, A026)

3.3.3.2.1 The Contractor shall assist in planning, coordinating, conducting, or supporting baseline verification audits, such as SVRs, Functional Configuration Audits (FCAs), or PCAs. (CDRLs A010, A023, A024)

3.3.3.2.2 The Contractor shall support the development of a NAWCAD Software Systems Activity (SSA) to provide technical reviews and configuration control documentation over legacy deployed software application programs. (CDRLs A010, A024, A026)

3.3.3.2.3 The Contractor shall assist by providing support to develop and support NAWCAD Automatic Identification Technology initiatives and provide technical reviews to maintain configuration controls over legacy-deployed automatic identification technology programs. (CDRLs A010 and A026)

3.3.3.3 The Contractor shall assist by providing software- and hardware-based ISEA support during the installation, integration, deployment, and sustainment support of prime mission and support equipment for pilot projects, fielded systems, test beds, and final system implementation.

3.3.3.3.1 The Contractor shall assist by providing integration, installation, and system deployment and fielding support to ensure that the C5ISR systems are IAW system designs and that they are meeting requirements. (CDRLs A010 and A022)

3.3.3.3.2 The Contractor shall assist by providing sustainment support to ensure that the intended operation capabilities of the C5ISR systems remain intact. (CDRLs A010 and A022)

3.3.3.3.3 The Contractor shall assist by providing rapid response (i.e., same day) support in the form of specialized engineering and support teams to complex equipment/system problems. (CDRL A010)

3.3.3.3.4 The Contractor shall assist by recommending revisions to existing Government manuals and by developing inputs for new manuals. (CDRLs A010, A027, A028)

3.3.3.4 The Contractor shall assist by providing technical and Integrated Logistics Support (ILS) services support with regard to the identification of equipment requirements, procurement of material, tracking of acquisition status, and equipment disposition tracking. (CDRLs A010, A015, A024, A026, A029)

3.3.3.4.1 The Contractor shall provide assistance with reviewing documentation developed during the engineering process to identify the quantity, lead time, and schedule requirements for hardware, material, and spares required to support system production and upgrades. (CDRLs A010 and A015)

3.3.3.4.2 The Contractor shall assist in developing an overall list of hardware, material, and spares to be procured, to include researching availability, sources, technologies, and timelines of required hardware, material, and spares. (CDRLs A010 and A015)

3.3.3.4.3 The Contractor shall assist by procuring or supporting the Government procurement of all hardware, material, and spares identified in drawing packages or Bill of Material (BOM). (CDRLs A010 and A015)

3.3.3.4.4 The Contractor shall assist with reporting and tracking all procurement actions associated with equipment status. (CDRLs A010 and A015)

3.3.3.4.5 The Contractor shall assist by providing support to maintain a logistics and configuration control process at the integration level to identify changes to C5ISR equipment and components such as cables, connectors, backshells, and interconnections to ensure control of system integration. (CDRLs A024, A026, A029)

3.3.3.4.6 The Contractor shall assist by providing support to perform “Stage” testing and document testing events per *NAVSEA T9050-AA-DIR-010/AEGIS, Rev. G* on all material, equipment, technical data, and support items received, and affix inventory, accountability, and configuration management labels (barcodes) to all equipment. Required Stage testing includes: Stage 1 - Material Receipt Inspection, Stage 2 - Installation and Inspection Tests, Stage 3 - Equipment Tests, Stage 4 - Intrasytem Tests, Stage 7 - Builder's and Acceptance Trials Tests. (CDRLs A010 and A029)

3.3.3.4.7 The Contractor shall provide assistance with performing and reporting on periodic physical inventory audits of hardware and material consistent with the Defense Contract Management Agency (DCMA) procedures for contract equipment and material. (CDRL A010)

#### 3.4 Personnel Qualifications.

3.4.1 The following defines the minimum education and experience for each professional labor category and further describes the function description for each labor category. The Contractor shall be responsible for employing personnel having at least the minimum level of education and experience as stated herein. All personnel identified in paragraph 3.2.2.1 must have the minimum security clearance indicated.

3.4.2 Key Personnel. Key personnel are those who will be performing in the Key Labor Categories as specified for applicable labor categories below. All other labor categories and FTE employees (defined as 1,920 hours) are considered non-key. Key personnel are subject to the substitution restrictions within *NAVAIR Clause 5252.237-9501, Additional or Substitution of Key Personnel (Services)*.

| KEY LABOR CATEGORY          | LEVEL  | BUREAU OF LABOR STATISTICS (BLS) STANDARD OCCUPATIONAL CLASSIFICATION (SOC) CODE | NUMBER OF KEY PERSONNEL |
|-----------------------------|--------|--|-------------------------|
| Computer Hardware Engineers | Senior | 17-2061  | One                     |
| Computer Systems Analysts   | Senior | 15-1211  | One                     |
| Electrical Engineers        | Senior | 17-2071  | One                     |

|  |            |         |     |
|--|------------|---------|-----|
| Engineers, All Other (Systems Engineer)                | Senior     | 17-2199 | One |
| General and Operations Managers (Program Manager)      | Senior     | 11-1021 | One |
| General and Operations Managers (Project Manager)      | Senior     | 11-1021 | One |
| Management Analysts (Configuration Management Analyst) | Journeyman | 13-1111 | One |

### 3.4.3 Definitions.

3.4.3.1 “Years of experience” shall mean full, productive years of experience.

3.4.3.2 “Productive years” shall mean 52 weeks of work reduced by reasonable amounts of time for holiday, annual, and sick leave.

3.4.3.3 “Part-time” shall mean if participation was part-time or if less than one-half of the standard work week was spent performing qualifying functions. The actual time spent performing qualifying functions may be accumulated to arrive at full years of experience.

3.4.3.4 “College degree” shall mean all degrees obtained from an accredited college or university as recognized by the U.S. Department of Education (ED). This includes Associate of Arts (A.A.), Associate of Science (A.S.), Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Master of Arts (M.A.), Master of Science (M.S.), and/or Doctorate (Ph.D.) degrees.

3.4.3.5 “Degree major” shall mean the specific major field required, which will be noted under the applicable labor category.

3.4.3.6 “Engineering or engineering discipline,” when used in relation to educational or work experience requirements, shall mean any of the following specific subjects, disciplines, or areas of work experience only: aerospace, civil, computer, electrical, electronics, industrial, information systems, interdisciplinary, mechanical, nuclear, and systems.

3.4.3.7 “Technical discipline,” when used in relation to educational or work experience requirements, shall mean any of the following specific subjects, disciplines, or areas of work experience only: aerospace, electrical, electronics, information systems, engineering technology, mathematics, mechanical, and physics.

3.4.3.8 “Business or business discipline,” when used in relation to educational or work experience requirements, shall mean any of the following specific subjects, disciplines, or areas of work experience only: business administration, business management, project management, economics, finance, international business, legal studies, political science, management studies, English, marketing, or accounting.

3.4.3.9 “Computer science or IT discipline,” when used in relation to educational or work experience requirements, shall mean a degree in the fields of: information or computer science, computer engineering, software engineering, network engineering, information systems, cybersecurity, or management information systems technology.

3.4.3.10 “Technical certification training” shall mean the specified certification training noted

under the applicable labor category.

3.4.3.11 “Active or current certification” shall mean individuals must be able to demonstrate that they possess a valid certification, per vendor re-certifications standards, at the time of proposal submission and at the time of Contract award.

3.4.4 Experience and Education Level Definitions. Note: If required, specialized experience and associated years of that particular experience are specified under the applicable labor category qualifications.

3.4.4.1 Apprentice. An apprentice is a person working in a labor category within the functional areas of Engineering or IT who has no applicable experience, but has earned 90 credit hours towards a bachelor’s degree in a corresponding major with a minimum overall Grade Point Average (GPA) of 3.0.

3.4.4.2 Junior. A junior level person within a labor category has less than three years of experience and a bachelor’s degree or a qualifying substitution, if identified. However, experience may exceed three years if performing a junior level function. A junior level person is responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.

3.4.4.3 Journeyman. A journeyman level person within a labor category has three or more years of experience and a bachelor’s degree or a qualifying substitution, if identified. A journeyman level person typically performs all functional duties independently.

3.4.4.4 Senior. A senior level person has at least 10 years of experience and a master’s degree, or a qualifying substitution, if identified. A senior level person typically works on high-visibility or mission-critical aspects of a given program and performs all functional duties independently. A senior level person may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.

3.4.4.5 Qualification Substitution Chart. The following standard qualifications substitution chart provides allowable standard experience/education substitutions.

|                          |   |   |
|--------------------------|---|---|
| <b>Bachelor’s Degree</b> | Six years of additional work experience related to the applicable labor categories; required experience may be substituted for a bachelor’s degree.                       | Associates degree plus four years of additional work experience related to the applicable labor categories; required experience may be substituted for a bachelor’s degree. |
| <b>Master’s Degree</b>   | Bachelor’s degree plus four years of additional work experience related to the applicable labor categories; required experience may be substituted for a master’s degree. |   |

3.4.4.6 Exceptions to Qualification Substitution Chart.

3.4.4.6.1 Computer Hardware Engineers, Junior.

3.4.4.6.2 Computer Hardware Engineers, Journeyman.

3.4.4.6.3 Computer Hardware Engineers, Senior.

3.4.4.6.4 Electrical Engineers, Junior.

3.4.4.6.5 Electrical Engineers, Journeyman.

3.4.4.6.6 Electrical Engineers, Senior.

3.4.4.6.7 Engineers, All Other (Systems Engineer), Junior.

3.4.4.6.8 Engineers, All Other (Systems Engineer), Journeyman.

3.4.4.6.9 Engineers, All Other (Systems Engineer), Senior.

3.4.4.6.10 General and Operations Managers (Program Manager), Senior.

3.4.4.6.11 Mechanical Engineers, Junior.

3.4.4.6.12 Mechanical Engineers, Journeyman.

3.4.4.6.13 Mechanical Engineers, Senior.

For the labor categories stated above in paragraphs 3.4.4.6.1 - 3.4.4.6.13 an associate's degree or work experience may not be substituted for a bachelor's degree. Work experience may be substituted for a master's degree; however, if using a substitution for a master's degree, the bachelor's degree must be in the field required by the labor qualification.

3.4.5 Professional Services Labor Qualifications. The following lists the minimum labor category education and experience requirements, BLS SOC Code, and functional descriptions for each labor category.

3.4.5.1 Computer Hardware Engineers, Junior, BLS SOC Code 17-2061.

Function: Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Bachelor's degree in an Engineering discipline or a Computer Science or IT discipline.

3.4.5.2 Computer Hardware Engineers, Journeyman, BLS SOC Code 17-2061.

Function: Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.

Required Experience: Of the minimum three years of experience required, at least three of those years must be performing functions related to military C5ISR systems.

Required Education: Bachelor's degree in an Engineering discipline or a Computer Science or IT discipline.

3.4.5.3 Computer Hardware Engineers, Senior, BLS SOC Code 17-2061 (Key Personnel).

Function: Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to military C5ISR systems. Additionally, at least 5 of the 10 years must be in the role of supervisor or functional lead.

Required Education: Bachelor's degree in an Engineering discipline or a Computer Science or IT discipline.

#### 3.4.5.4 Computer Hardware Engineers, Senior, BLS SOC Code 17-2061 (Non-Key Personnel).

Function: Research, design, develop, or test computer or computer-related equipment for commercial, industrial, military, or scientific use. May supervise the manufacturing and installation of computer or computer-related equipment and components.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to military C5ISR systems.

Required Education: Bachelor's degree in an Engineering discipline or a Computer Science or IT discipline.

#### 3.4.5.5 Computer Systems Analysts, Apprentice, BLS SOC Code 15-1211.

Function: Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Education must exhibit coursework that will result in a bachelor's degree in a Technical discipline or a Computer Science or IT discipline.

#### 3.4.5.6 Computer Systems Analysts, Junior, BLS SOC Code 15-1211.

Function: Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Degree in a Technical discipline or a Computer Science or IT discipline.

#### 3.4.5.7 Computer Systems Analysts, Journeyman, BLS SOC Code 15-1211.

Function: Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.



Required Experience: Of the minimum three years of experience required, at least three of those years must be performing functions related to analysis techniques, test, and evaluation procedures or test support requirements.

Required Education: Degree in a Technical discipline or a Computer Science or IT discipline.

#### 3.4.5.8 Computer Systems Analysts, Senior, BLS SOC Code 15-1211 (Key Personnel).

Function: Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to analysis techniques, test, and evaluation procedures or test support requirements of military C5ISR systems.

Required Education: Degree in a Technical discipline or a Computer Science or IT discipline.

#### 3.4.5.9 Computer Systems Analysts, Senior, BLS SOC Code 15-1211 (Non-Key Personnel).

Function: Analyze science, engineering, business, and other data processing problems to develop and implement solutions to complex applications problems, system administration issues, or network concerns. Perform systems management and integration functions, improve existing computer systems, and review computer system capabilities, workflow, and schedule limitations. May analyze or recommend commercially available software.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to analysis techniques, test, and evaluation procedures or test support requirements.

Required Education: Degree in a Technical discipline or a Computer Science or IT discipline.

#### 3.4.5.10 Electrical Engineers, Apprentice, BLS SOC Code 17-2071.

Function: Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Education must exhibit coursework that will result in a bachelor's degree in Electrical Engineering.

#### 3.4.5.11 Electrical Engineers, Junior, BLS SOC Code 17-2071.

Function: Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Bachelor's degree in Electrical Engineering.

#### 3.4.5.12 Electrical Engineers, Journeyman, BLS SOC Code 17-2071.

Function: Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.

Required Experience: Of the minimum three years of experience required, at least three of those years must be performing functions related to military C5ISR systems.

Required Education: Bachelor's degree in Electrical Engineering.

#### 3.4.5.13 Electrical Engineers, Senior, BLS SOC Code 17-2071 (Key Personnel).

Function: Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to military C5ISR systems. Additionally, at least 5 of the 10 years must be in the role of supervisor or functional lead.

Required Education: Bachelor's degree in Electrical Engineering.

#### 3.4.5.14 Electrical Engineers, Senior, BLS SOC Code 17-2071 (Non-Key Personnel).

Function: Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years must be performing functions related to military C5ISR systems.

Required Education: Bachelor's degree in Electrical Engineering.

#### 3.4.5.15 Engineers, All Other (Systems Engineer), Apprentice, BLS SOC Code 17-2199.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Provide systems engineering direction and guidance for design, development, integration, and interface design analysis, installation, integration, fielding, field analysis, operation, maintenance, and testing of information processing and other systems.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Education must exhibit coursework that will result in a bachelor's degree in an Engineering discipline.

#### 3.4.5.16 Engineers, All Other (Systems Engineer), Junior, BLS SOC Code 17-2199.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Provide systems engineering direction and guidance for design, development, integration, and interface design analysis, installation, integration, fielding, field analysis, operation, maintenance, and testing of information processing and other systems.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Bachelor's degree in an Engineering discipline.

#### 3.4.5.17 Engineers, All Other (Systems Engineer), Journeyman, BLS SOC Code 17-2199.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Provide systems engineering direction and guidance for design, development, integration, and interface design analysis, installation, integration, fielding, field analysis, operation, maintenance, and testing of information processing and other systems.

Required Experience: Of the minimum three years of experience required, at least three of those years must be performing functions related to military C5ISR systems.

Required Education: Bachelor's degree in an Engineering discipline.

#### 3.4.5.18 Engineers, All Other (Systems Engineer), Senior, BLS SOC Code 17-2199 (Key Personnel).

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Provide systems engineering direction and guidance for design, development, integration, and interface design analysis, installation, integration, fielding, field analysis, operation, maintenance, and testing of information processing and other systems.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those 10 years must be performing functions related to systems engineering involving design, implementation, integration, systems testing, and interoperability studies related to communication and information systems and subsystems of military C5ISR systems. Additionally, at least 5 of the 10 years must be in the role of supervisor or functional lead.

Required Education: Bachelor's degree in an Engineering discipline.

#### 3.4.5.19 Engineers, All Other (Systems Engineer), Senior, BLS SOC Code 17-2199 (Non-Key Personnel).

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Provide systems engineering direction and guidance for design, development, integration, and interface design analysis, installation, integration, fielding, field analysis, operation, maintenance, and testing of information processing and other systems.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those 10 years must be performing functions related to systems engineering involving design, implementation, integration, systems testing, and interoperability studies related to communication and information systems and subsystems of military C5ISR systems.

Required Education: Bachelor's degree in an Engineering discipline.

#### 3.4.5.20 General and Operations Managers (Program Manager), Senior, BLS SOC Code 11-1021 (Key Personnel).

Function: Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources that are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. This labor category usually manages the resources through subordinate supervisors. Act as the overall lead, manager, and administrator for the entire contracted effort. Serve as the primary interface and point of contact with the Government COR on technical and project issues. Oversee contractor execution of the Contract requirements. Manage acquisition and employment of project resources.

Required Experience: Of the minimum 10 years of experience required, at least 5 years must be in the planning, organizing, directing, and controlling multiple projects in the design, systems engineering, or field service of military C5ISR. Additionally, at least 5 of the 10 years must include management or supervisory experience.

Required Education: Master's degree in an Engineering, Technical, Business, or a Computer Science or IT discipline.

#### 3.4.5.21 General and Operations Managers (Project Manager), Senior, BLS SOC Code 11-1021 (Key Personnel).

Function: Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources that are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. This labor category may manage resources through subordinate supervisors. Act as the overall lead, manager, and administrator for major projects on the contracted effort. Serve as the primary interface and point of contact with Government Project Leads (GPLs) and other Government program authorities on technical and project issues. Oversee Contractor execution of the Contract requirements. Manage acquisition and employment of project resources.

Required Experience: Of the minimum 10 years of experience required, at least 3 years must be in the planning, organizing, directing, and controlling multiple projects in the design, systems engineering, or field service of military C5ISR. Additionally, at least 3 of the 10 years must include management or supervisory experience.

Required Education: Degree in an Engineering, Technical, Business, or a Computer Science or IT discipline.

#### 3.4.5.22 General and Operations Managers (Project Manager), Senior, BLS SOC Code 11-1021 (Non-Key Personnel).

Function: Plan, direct, or coordinate the operations of public or private sector organizations, overseeing multiple departments or locations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources that are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. This labor category may manage resources through subordinate supervisors. Act as the overall lead, manager, and administrator for major projects on the contracted effort. Serve as the primary interface and point of contact with GPLs and other Government program authorities on technical and project issues.

Oversee Contractor execution of the Contract requirements. Manage acquisition and employment of project resources.

Required Experience: Of the minimum 10 years of experience required, at least 3 years must be in the planning, organizing, directing, and controlling multiple projects in the design, systems engineering, or field service of military C5ISR. Additionally, at least 3 of the 10 years must include management or supervisory experience.

Required Education: Degree in an Engineering, Technical, Business, or a Computer Science or IT discipline.

#### 3.4.5.23 Logisticians, Junior, BLS SOC Code 13-1081.

Function: Analyze and coordinate the ongoing logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Degree. No specific discipline required.

#### 3.4.5.24 Logisticians, Journeyman, BLS SOC Code 13-1081.

Function: Analyze and coordinate the ongoing logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources.

Required Experience: Of the minimum three years of experience required, at least three of those years of experience must include supporting DoD programs.

Required Education: Degree. No specific discipline required.

#### 3.4.5.25 Logisticians, Senior, BLS SOC Code 13-1081.

Function: Analyze and coordinate the ongoing logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years of experience must include supporting DoD programs.

Required Education: Degree. No specific discipline required.

#### 3.4.5.26 Management Analysts (Configuration Management Analyst), Junior, BLS SOC Code 13-1111.

Function: Conduct organizational studies and evaluations, design systems, and procedures; conduct work simplification and measurement studies; and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Maintains configuration control of acquisition products and data. Tracks configuration changes. Applies Government-instituted processes for documentation, change control management, and data management. Develops, modifies, prepares, or validates documentation in relation to configuration or maintenance of automated data reporting systems and maintenance information systems.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.27 Management Analysts (Configuration Management Analyst), Journeyman, BLS SOC Code 13-1111 (Key Personnel).

Function: Conduct organizational studies and evaluations, design systems; and procedures; conduct work simplification and measurement studies; and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Maintains configuration control of acquisition products and data. Tracks configuration changes. Applies Government-instituted processes for documentation, change control management, and data management. Develops, modifies, prepares, or validates documentation in relation to configuration or maintenance of automated data reporting systems and maintenance information systems.

Required Experience: Of the minimum three years of experience required, at least three of those years of experience must include supporting military C5ISR systems.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.28 Management Analysts (Configuration Management Analyst), Journeyman, BLS SOC Code 13-1111 (Non-Key Personnel).

Function: Conduct organizational studies and evaluations, design systems, and procedures; conduct work simplification and measurement studies; and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Maintains configuration control of acquisition products and data. Tracks configuration changes. Applies Government-instituted processes for documentation, change control management, and data management. Develops, modifies, prepares, or validates documentation in relation to configuration or maintenance of automated data reporting systems and maintenance information systems.

Required Experience: Of the minimum three years of experience required, at least three of those years of experience must include supporting military C5ISR systems.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.29 Management Analysts (Configuration Management Analyst), Senior, BLS SOC Code 13-1111.

Function: Conduct organizational studies and evaluations, design systems, and procedures; conduct work simplification and measurement studies; and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Maintains configuration control of acquisition products and data. Tracks configuration changes. Applies Government-instituted processes for documentation, change control management, and data management. Develops, modifies, prepares, or validates documentation in relation to configuration or maintenance of automated data reporting systems, and maintenance information systems.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years of experience must include supporting military C5ISR systems.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.30 Mechanical Engineers, Apprentice, BLS SOC Code 17-2141.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Education must exhibit coursework that will result in a bachelor's degree in Mechanical Engineering.

#### 3.4.5.31 Mechanical Engineers, Junior, BLS SOC Code 17-2141.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Bachelor's degree in Mechanical Engineering.

#### 3.4.5.32 Mechanical Engineers, Journeyman, BLS SOC Code 17-2141.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment.

Required Experience: Of the minimum three years of experience required, at least three of those years of experience must include supporting military C5ISR systems.

Required Education: Bachelor's degree in Mechanical Engineering.

#### 3.4.5.33 Mechanical Engineers, Senior, BLS SOC Code 17-2141.

Function: Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years of experience must include supporting military C5ISR systems.

Required Education: Bachelor's degree in Mechanical Engineering.

#### 3.4.5.34 Project Management Specialists, Junior, BLS SOC Code 13-1082.

Function: Analyze and coordinate the schedule, timeline, procurement, staffing, and budget of a product or service on a per-project basis. Lead and guide the work of technical staff. May serve as a point of contact for the client or customer. Apply analytic techniques in the evaluation of project objectives. Perform management, technical, or business case analyses. Collect, complete, organize, and interpret data relating to aircraft/weapon/project acquisition and product programs. Track project status and schedules. Apply Government-instituted processes for documentation, change control management, and data management.

Required Experience: No specific field experience required other than what is identified in the function description above.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.35 Project Management Specialists, Journeyman, BLS SOC Code 13-1082.

Function: Analyze and coordinate the schedule, timeline, procurement, staffing, and budget of a product or service on a per-project basis. Lead and guide the work of technical staff. May serve as a point of contact for the client or customer. Apply analytic techniques in the evaluation of project objectives. Perform management, technical, or business case analyses. Collect, complete, organize, and interpret data relating to aircraft/weapon/project acquisition and product programs. Track project status and schedules. Apply Government-instituted processes for documentation, change control management, and data management.

Required Experience: Of the minimum three years of experience required, at least three of those years of experience must include supporting DoD programs.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.5.36 Project Management Specialists, Senior, BLS SOC Code 13-1082.

Function: Analyze and coordinate the schedule, timeline, procurement, staffing, and budget of a product or service on a per-project basis. Lead and guide the work of technical staff. May serve as a point of contact for the client or customer. Apply analytic techniques in the evaluation of project objectives. Perform management, technical, or business case analyses. Collect, complete, organize, and interpret data relating to aircraft/weapon/project acquisition and product programs. Track project status and schedules. Apply Government-instituted processes for documentation, change control management, and data management.

Required Experience: Of the minimum 10 years of experience required, at least 5 of those years of experience must include supporting DoD programs.

Required Education: Degree in a Business or Technical discipline.

#### 3.4.6 Services Contracting Act (SCA) Labor Qualifications.

The following lists the SCA labor categories required for this effort:

| LABOR CATEGORY                               | BLS SOC CODE | SCA CODE |
|--|--------------|----------|
| Computer Programmer II (SCA)                 | 15-1251      | 14072    |
| Computer Programmer III (SCA)                | 15-1251      | 14073    |
| Drafter/CAD Operator I (SCA)                 | 17-3012      | 30061    |
| Drafter/CAD Operator II (SCA)                | 17-3012      | 30062    |
| Electronics Technician Maintenance II (SCA)  | 17-3023      | 23182    |
| Electronics Technician Maintenance III (SCA) | 17-3023      | 23183    |



|                                  |         |       |
|----------------------------------|---------|-------|
| Engineering Technician I (SCA)   | 17-3029 | 30081 |
| Engineering Technician II (SCA)  | 17-3029 | 30082 |
| Engineering Technician III (SCA) | 17-3029 | 30083 |
| Engineering Technician IV (SCA)  | 17-3029 | 30084 |
| General Clerk I (SCA)            | 43-9061 | 01111 |
| Technical Writer II (SCA)        | 27-3042 | 30462 |
| Truck Driver, Medium (SCA)       | 53-3033 | 31362 |
| Warehouse Specialist (SCA)       | 43-5071 | 21410 |