

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE
PAGE OF PAGES
1 | 12

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 09-Sep-2004	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY NSWCDD ATTN: XDS11H / R. WHITE RAYMOND.WHITE1@NAVY.MIL 17320 DAHLGREN ROAD DAHLGREN VA 22448-5100	CODE N00178	7. ADMINISTERED BY (If other than item 6) See Item 6	CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) CODE	X	9A. AMENDMENT OF SOLICITATION NO. N00178-04-R-1056
	X	9B. DATED (SEE ITEM 11) 27-Aug-2004
		10A. MOD. OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)
FACILITY CODE		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offer is extended, is not extended.

Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:
 (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment is to answer questions proposed by industry for this effort. The answers will be included in the addendum to this amendment.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)
15C. DATE SIGNED	16C. DATE SIGNED 17-Sep-2004

EXCEPTION TO SF 30
APPROVED BY OIRM 11-84

30-105-04

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION H - SPECIAL CONTRACT REQUIREMENTS

The following have been added by full text:

HQ C-2-0037 ORGANIZATIONAL CONFLICT OF INTEREST (NAVSEA) (JUL 2000)

- (a) "Organizational Conflict of Interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the Government, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage. "Person" as used herein includes Corporations, Partnerships, Joint Ventures, and other business enterprises.
- (b) The Contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in the contract, the Contractor does not have any organizational conflict of interest(s) as defined in paragraph (a).
- (c) It is recognized that the effort to be performed by the Contractor under this contract may create a potential organizational conflict of interest on the instant contract or on a future acquisition. In order to avoid this potential conflict of interest, and at the same time to avoid prejudicing the best interest of the Government, the right of the Contractor to participate in future procurement of equipment and/or services that are the subject of any work under this contract shall be limited as described below in accordance with the requirements of FAR 9.5.
- (d) (1) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information provided to the Contractor by the Government during or as a result of performance of this contract. Such information includes, but is not limited to, information submitted to the Government on a confidential basis by other persons. Further, the prohibition against release of Government provided information extends to cover such information whether or not in its original form, e.g., where the information has been included in Contractor generated work or where it is discernible from materials incorporating or based upon such information. This prohibition shall not expire after a given period of time.
- (2) The Contractor agrees that it shall not release, disclose, or use in any way that would permit or result in disclosure to any party outside the Government any information generated or derived during or as a result of performance of this contract. This prohibition shall expire after a period of three years after completion of performance of this contract.
- (3) The prohibitions contained in subparagraphs (d)(1) and (d)(2) shall apply with equal force to any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may merge or affiliate, or any successor or assign of the Contractor. The terms of paragraph (f) of this Special Contract Requirement relating to notification shall apply to any release of information in contravention of this paragraph (d).
- (e) The Contractor further agrees that, during the performance of this contract and for a period of three years after completion of performance of this contract, the Contractor, any affiliate of the Contractor, any subcontractor, consultant, or employee of the Contractor, any joint venture involving the Contractor, any entity into or with which it may subsequently merge or affiliate, or any other successor or assign of the Contractor, shall not furnish to the United States Government, either as a prime contractor or as a subcontractor, or as a consultant to a prime contractor or subcontractor, any system, component or services which is the subject of the work to be performed under this contract. This exclusion does not apply to any recompetition for those systems, components or services furnished pursuant to this contract. As provided in FAR 9.505-2, if the Government procures the system, component, or

services on the basis of work statements growing out of the effort performed under this contract, from a source other than the contractor, subcontractor, affiliate, or assign of either, during the course of performance of this contract or before the three year period following completion of this contract has lapsed, the Contractor may, with the authorization of the cognizant Contracting Officer, participate in a subsequent procurement for the same system, component, or service. In other words, the Contractor may be authorized to compete for procurement(s) for systems, components or services subsequent to an intervening procurement.

(f) The Contractor agrees that, if after award, it discovers an actual or potential organizational conflict of interest, it shall make immediate and full disclosure in writing to the Contracting Officer. The notification shall include a description of the actual or potential organizational conflict of interest, a description of the action which the Contractor has taken or proposes to take to avoid, mitigate, or neutralize the conflict, and any other relevant information that would assist the Contracting Officer in making a determination on this matter. Notwithstanding this notification, the Government may terminate the contract for the convenience of the Government if determined to be in the best interest of the Government.

(g) Notwithstanding paragraph (f) above, if the Contractor was aware, or should have been aware, of an organizational conflict of interest prior to the award of this contract or becomes, or should become, aware of an organizational conflict of interest after award of this contract and does not make an immediate and full disclosure in writing to the Contracting Officer, the Government may terminate this contract for default.

(h) If the Contractor takes any action prohibited by this requirement or fails to take action required by this requirement, the Government may terminate this contract for default.

(i) The Contracting Officer's decision as to the existence or nonexistence of an actual or potential organizational conflict of interest shall be final.

(j) Nothing in this requirement is intended to prohibit or preclude the Contractor from marketing or selling to the United States Government its product lines in existence on the effective date of this contract; nor, shall this requirement preclude the Contractor from participating in any research and development or delivering any design development model or prototype of any such equipment. Additionally, sale of catalog or standard commercial items are exempt from this requirement.

(k) The Contractor shall promptly notify the Contracting Officer, in writing, if it has been tasked to evaluate or advise the Government concerning its own products or activities or those of a competitor in order to ensure proper safeguards exist to guarantee objectivity and to protect the Government's interest.

(l) The Contractor shall include this requirement in subcontracts of any tier which involve access to information or situations/conditions covered by the preceding paragraphs, substituting "subcontractor" for "contractor" where appropriate.

(m) The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law or elsewhere included in this contract.

(n) Compliance with this requirement is a material requirement of this contract.

SECTION M - EVALUATION FACTORS FOR AWARD

The following have been modified:

Ddl-M10 GREATEST VALUE EVALUATION

(a) The contract resulting from this solicitation will be awarded to that responsible offeror whose offer, conforming to the solicitation, is determined most advantageous to the Government, cost/price and other factors considered. The offeror's proposal shall be in the form prescribed by this solicitation and shall contain a response to each of the areas identified which affects the evaluation factors for award. Proposals will be evaluated on the factors listed below, as well as other criteria identified in Section M of the solicitation:

(b) EVALUATION FACTORS

The following table shows the evaluation factors and significant subfactors that will be used for this acquisition.

FACTOR/SIGNIFICANT SUBFACTOR
1. SCHEDULE-Total Duration of the Effort and associated risks
2. TECHNICAL Technical Understanding, Management, Quality Control, Subcontractor Control
3. KEY PERSONNEL Educational Background of Key Personnel Years of Relevant Experience of Key Personnel Number of Relevant Publications & Government Reports by Key Personnel Experience in Atmospheric Transport and Dispersion Modeling and Validation
4. PAST PERFORMANCE

Schedule Sub-factors

Total Duration—This factor is intended to address the duration of each task proposed (including options assuming no break in service) and the associated risks to the proposed duration. A Gantt chart should be included with the appropriate task and milestones in accordance with the statement of work.

Technical Sub-factors

Technical Understanding—This factor is intended to address the understanding of the technical aspects of the tasks within the statement of work.

Management – This element is intended to address items such as the following: Overall management approach (to include approach to ensuring services remain non-personal in nature), proposed organization, corporate resources to be applied to this requirement (facilities, etc.), and understanding of and ability to comply with the contract's business management aspects such as progress reporting and invoicing. Of specific interest are the areas of personnel and work product quality. Offerors should address how their management and project staff will be established and how their technical and contract administration will interface with NSWCCD.

Quality Control - This element is intended to address the offeror's proposed plan, procedures and processes to ensure the quality and timeliness of all services provided as well as contract deliverables. In addition, the overall effectiveness of these procedures will be judged by the quality of both the technical and cost proposals in terms of form (spelling, grammar, etc.) and responsiveness to solicitation requirements. The minimum requirement for possession of or access to Field Trial Data is desired to have some configuration management and/or quality assessment of the specified field trial data sets to eliminate or reduce obvious errors and/or anomalies that might adversely affect the results of the performance evaluation task. Please indicate within your proposal your methods and/or approach to ensuring that configuration management and/or quality assessment of the proposed field trial data sets has or will be performed to eliminate or reduce obvious errors and/or anomalies that might adversely affect the results of the performance evaluation task.

Subcontractor Control - This element addresses the offeror's policies and practices regarding the overall management of efforts performed by subcontractors. Of specific interest are the procedures to be followed in identifying specific work areas to be subcontracted and the length of time at the delivery order level to initiate subcontractor performance. Also of interest are the offeror's procedures for ensuring the quality of services performed and deliverables provided by subcontractors, including the timely submission of invoices.

Key Personnel subfactors

Educational Background of Key Personnel - The Key Personnel will be evaluated based on the discipline, diversity, and level of education that is proposed for this effort.

Years of Relevant Experience of Key Personnel- The Key Personnel will be evaluated based on the depth and breadth of relevant work experience.

Number of Relevant Publications & Government Reports by Key Personnel - A publication is defined as an article published in a refereed scientific journal, a technical report issued by a Government agency, a book, a book chapter, and/or a presentation to a nationally or internationally recognized scientific conference. Relevant is defined as "in the areas of numerical weather prediction, evaluation of meteorological/atmospheric hazard prediction/atmospheric transport and dispersion models, HPAC model experience and/or the analysis of atmospheric transport and dispersion phenomena".

Experience in Atmospheric Transport and Dispersion Modeling and Validation - This sub-factor refers to the development, analysis, and/or testing of atmospheric transport and dispersion models and to the comparison of model predictions to actual measurements.

Key Personnel - This factor addresses the qualifications of the individuals proposed to support this requirement.

Definitions

Education - The positions of Senior Scientist, Scientist/Engineers, and Analyst will be evaluated based on the discipline, diversity, and level of education that is proposed for this effort.

(b) General Experience - General experience includes work experience in engineering, computer science, mathematics, computer model validation, or physical science. General experience may not necessarily meet the definition of specialized experience.

(c) Specialized Experience

Performance Evaluation of Atmospheric Transport and Dispersion Computer Models using BOOT
Performance Evaluation Software

Performance Evaluation of Atmospheric Transport and Dispersion Software using Institute for Defense
Analyses (IDA) Falsely Warned and Falsely Not Warned Metrics

Atmospheric Transport and Dispersion Model Development and Analysis

Meteorological Data Analysis

Atmospheric Transport and Dispersion Validation Data Analysis

Familiarity with North Atlantic Treaty Organization (NATO) Allied Technical Publication 45B [ATP-45B]
Hazard Prediction Methodology

Specific experience with HPAC 4.0.2 or higher and VLSTRACK 3.0 or higher is highly desirable.
Experience with other atmospheric transport and dispersion or air quality computer models is also highly desirable.
By definition, specialized experience satisfies the definition of general experience and can be counted concurrently.

Key Personnel Desired Qualifications - The following table shows the desired levels (years) of specialized experience for each of the Key labor categories.

KEY LABOR CATEGORY	SPECIALIZED EXPERIENCE
Sr. Scientist/Engineer	10
Scientist/Engineer	4
Analyst	1

Past Performance - Offerors will be evaluated based on their performance under existing and recently completed prior contracts for similar efforts. Evaluators will focus on information that demonstrates quality of performance relative to the size and complexity of this requirement. Of specific interest are the following areas: quality of product/service, timeliness of performance, cost control, business relations, and overall customer satisfaction. The extent of prior use of small, small disadvantaged, and women-owned small businesses as subcontractors will also be considered. Offerors should be requested to list five relevant current/recent contracts. Where possible, CPARS data will be used. Contact will also be made via questionnaire and follow-up phone call (if necessary) to obtain the information.

(b) Proposals which are unrealistic in terms of technical or schedule commitments or unrealistically high or low in cost may be deemed reflective of an inherent lack of technical competence, or indicative of a failure to comprehend the complexity and risks of the proposed work, and may be grounds for rejection of the proposal. If the proposed contract requires the delivery of data, the quality of organization and writing reflected in the proposal will be considered to be an indication of the quality of organization and writing which would be prevalent in the proposed deliverable data. Subjective judgment on the part of the Government evaluators is implicit in the process. Throughout the evaluation, the Government will consider "correction potential" when a deficiency is identified.

(c) Although cost is the least important evaluation factor, it will not be ignored. The degree of importance of the cost will increase with the degree of equality of the proposals in relation to the other factors on which selection is to be based.

(d) In evaluating cost type offers, realism of the offeror's estimated cost will be considered. "Realism of Estimated Cost" is determined by reference to the costs which the offeror can reasonably be expected to incur in performance of the contract in accordance with the offer. Unrealistic personnel compensation rates will be considered in the cost realism analysis and may be considered in the technical analysis which could reduce the technical score. The purpose of the evaluation is to: (1) verify the offeror's understanding of the requirements; (2) assess the degree to which the cost proposal reflects the approaches and/or risk that the offeror will provide the supplies or services at the proposed costs; and (3) assess the degree to which the cost included in the cost proposal accurately represents the effort described in the technical proposal. The proposed costs may be adjusted for purposes of evaluation based on the results of the cost realism evaluation.

(e) The Government will evaluate past performance as a factor for award. To allow for the evaluation of the factors and /or subfactors specified in Section M of the solicitation, the Government intends to review Contractor Performance Assessment Reporting System (CPARS) ratings and other existing past performance ratings on relevant contracts. The Government may also review other relevant past performance information contained in either local files or from other Government sources. The Government may also consider information from past performance questionnaires, if required by Section L. General trends in a contractor's past performance will also be considered. Offerors without a past performance history will be evaluated in a manner that neither rewards nor penalizes the offeror.

(f) The Government may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint.

However, if considered necessary by the Contracting Officer, discussions will be conducted with only those offerors determined to have a reasonable chance for award.

(g) The Government reserves the right to make an award to other than the lowest priced offeror or to the offeror with the highest technical score if the Contracting Officer determines that to do so would result in the greatest value to the Government.

Relative importance of the Evaluation Factors: Factor 1 is the most important factor. Factor 3 is rated higher than Factor 2. Factors 2 and 4 are equally important.

(End of Summary of Changes)

The following items are applicable to this modification:
QUESTIONS

QUESTION 1

Line Item 9 of Standard Form 33 indicates "Sealed offers in original and 2 copies" should be received. However, the instructions on P. 48 indicate 4 copies for Volume II (Technical Proposal) are required. Please clarify the number of copies required for the proposal.

ANSWER 1

Please follow the instructions given in Section L.

QUESTION 2

Section C (P. 9-11) states that Tasks 2, 3, and 4 are Options 1, 2, and 3, respectively. Please clarify whether these tasks are not yet fully funded, and/or, can be completed after June 2005 if there is not sufficient time.

ANSWER 2: Each task is independent of the others. Options are dependent upon the available funds that remain for this effort and the remaining time available as well. June 2005 is the final deadline for completion of the entire effort.

QUESTION 3

Section L (P. 47) does not explicitly mention the page limit on the technical proposal. Please clarify the page limit. Moreover, please indicate whether there are any other restrictions on font size, line spacing, and margins.

ANSWER 3

Please limit the technical proposal to 30 pages. Font size should be 12 pt, the line spacing is single spaced, and margins are to be 1 inch.

QUESTION 4

Section L (P. 50) mentions a pre-award facility security clearance. Are there exceptions?

ANSWER 4

If your organization does not meet the requirements of a cleared secure facility to store classified information, please indicate how your organization can provide an alternative to this requirement. Proposals will be evaluated based on the final decision regarding the required security requirements.

QUESTION 5

Can you provide an estimated level of effort or ceiling value for solicitation #04-R-1056 (TESTING AND VALIDATION SERVICES FOR LETHALITY AND WEAPONS EFFECTIVENESS)?

ANSWER 5

This is a completion type effort and therefore the level of effort is not indicated to promote ingenuity in proposals to complete this effort as efficiently has possible.

QUESTION 6

Page 23 - Minimum qualifications: RFP states contractor must have possession of or access to Field Trial data. Based on review of the data required it appears that it is all GFI. Is that a correct assumption?

ANSWER 6

No. The Government does have the data, but it hasn't been "scrubbed" for errors and anomalies that could affect the performance evaluation results. This is a thing that a skilled and knowledgeable atmospheric transport and dispersion person routinely does.

This question introduces a modification to clause Ddl-M10 to add evaluation criteria related to Quality Control under the Technical subfactors to include: The minimum requirement for possession of or access to Field Trial Data is desired to have some configuration management and/or quality assessment of the specified field trial data sets to eliminate or reduce obvious errors and/or anomalies that might adversely affect the results of the performance evaluation task. Please indicate within your proposal your methods and/or approach to ensuring that configuration management and/or quality assessment of the proposed field trial data sets has or will be performed to eliminate or reduce obvious errors and/or anomalies that might adversely affect the results of the performance evaluation task.

QUESTION 7

Page 9 states the JEM program office desires that an INDEPENDENT V&V on JEM BLK 1 be completed before Jun 05: What is the criterion for determining a contractor's ability to conduct an Independent V&V?

ANSWER 7

The technical details of the task proposals and the qualifications of the proposed personnel. Additionally, qualifications would be determined in relation to the Organizational Conflict of Interest clause that has been added with this amendment.

QUESTION 8

There is no reference to the POP for the options. Are they open ended?

ANSWER 8

No, the POP is the same no matter what options are exercised. Additionally, options will not be exercised after 31 December 2004.

QUESTION 9

There is not a CLIN specifically designated for travel. Is travel to be quoted combined with labor for each individual CLIN (Task)?

ANSWER 9

The trips should be associated with the two tasks that are not options (Tasks 1 and 5).

QUESTION 10

The RFP calls for us to separately identify each proposed trip in terms of destination, number of travelers, trip duration, and cost (separately show costs for airfare, rental car, per diem, personal mileage, etc.). However, Page 13 of the SOW includes this open-ended requirement: "The contractor shall also travel to any and all In-Process-Reviews (IPRs) as required by the COR and/or called by the Program Office." We have the following two questions:

(a) For cost evaluation and comparison purposes, how should we quantify this open-ended requirement? and (b) Where on Schedule B should the travel be quoted?

ANSWER 10

For proposal purposes, please estimate 1 trip per quarter to quantify the open-ended requirement on p. 13. The trips should be associated with the two tasks that are not options (Tasks 1 and 5). The destination will be Northern Virginia (Falls Church/Arlington (Crystal City)).

QUESTION 11

Should the Base Period and Option tasks be discussed in a single technical narrative broken into sub-sections, or should each Option be discussed in a separate and severable section?

ANSWER 11

Each task should be discussed separately.

QUESTION 12

Will it be necessary for the contractor to maintain an office in Dahlgren, VA, in order to support this effort?

ANSWER 12

No.

QUESTION 13

Is the requirement to have "Possession of or Access to" the specified field trial data meant to imply that the contractor should have prior possession of or access to the data via another contract effort or previous experience?

ANSWER 13

Yes, the contractor must possess or have access to the specified field trial data sets, possibly via another contract or previous experience as well.

QUESTION 14

Attachments J.1 (Contract Data Requirements List, DD1423) and J.2 (Contract Security Classification Specification, DD254) were not included with the solicitation. Could you provide copies of these documents?

ANSWER 14

These documents are included with this amendment.

QUESTION 15

After review of this RFP I found no reference to Conflict of Interest? Is there any anticipated Conflict of Interest language associated with this RFP?

ANSWER 15

The conflict of interest clause has been added to section H.

**DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION**
(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)

1. CLEARANCE AND SAFEGUARDING

a. FACILITY CLEARANCE REQUIRED

SECRET

b. LEVEL OF SAFEGUARDING REQUIRED

SECRET

2. THIS SPECIFICATION IS FOR: *(X and complete as applicable)*

a. PRIME CONTRACT NUMBER
N00178-04-C-1056

b. SUBCONTRACT NUMBER

c. SOLICITATION OR OTHER NUMBER DUE DATE (YYYYMMDD)

3. THIS SPECIFICATION IS: *(X and complete as applicable)*

a. ORIGINAL *(Complete date in all cases)* DATE (YYYYMMDD)

b. REVISED *(Supersedes all previous specs)* REVISION NO. DATE (YYYYMMDD)

c. FINAL *(Complete Item 5 in all cases)* DATE (YYYYMMDD)

4. IS THIS A FOLLOW-ON CONTRACT?

YES NO. If Yes, complete the following:
Classified material received or generated under _____ *(Preceding Contract Number)* is transferred to this follow-on contract.

5. IS THIS A FINAL DD FORM 254?

YES NO. If Yes, complete the following:
In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____

6. CONTRACTOR *(Include Commercial and Government Entity (CAGE) Code)*

a. NAME, ADDRESS, AND ZIP CODE

b. CAGE CODE

c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
DEFENSE SECURITY OFFICE
CAPITAL FIELD OFFICE
1235 JEFFERSON DAVIS HIGHWAY, SUITE 209
ARLINGTON VA 22202

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE

b. CAGE CODE

c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*

8. ACTUAL PERFORMANCE

a. LOCATION

b. CAGE CODE

c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

10. CONTRACTOR WILL REQUIRE ACCESS TO:

	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>
b. RESTRICTED DATA	<input checked="" type="checkbox"/>	
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input checked="" type="checkbox"/>	
d. FORMERLY RESTRICTED DATA		<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION		<input checked="" type="checkbox"/>
(1) Sensitive Compartmented Information (SCI)		<input checked="" type="checkbox"/>
(2) Non-SCI	<input checked="" type="checkbox"/>	
f. SPECIAL ACCESS INFORMATION		<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input checked="" type="checkbox"/>	
h. FOREIGN GOVERNMENT INFORMATION		<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION		<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	
k. OTHER <i>(Specify)</i>		

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:

	YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		<input checked="" type="checkbox"/>
b. RECEIVE CLASSIFIED DOCUMENTS ONLY		<input checked="" type="checkbox"/>
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		<input checked="" type="checkbox"/>
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input checked="" type="checkbox"/>	
e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		<input checked="" type="checkbox"/>
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input checked="" type="checkbox"/>	
h. REQUIRE A COMSEC ACCOUNT	<input checked="" type="checkbox"/>	
i. HAVE TEMPEST REQUIREMENTS		<input checked="" type="checkbox"/>
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		<input checked="" type="checkbox"/>
l. OTHER <i>(Specify)</i>		<input checked="" type="checkbox"/>

12. PUBLIC RELEASE. Any information (*classified or unclassified*) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or 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 Direct Through (*Specify*)

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
 *In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (*Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.*)

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. Yes No
 (*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.*)

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. Yes No
 (*If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.*)

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

b. TITLE

c. TELEPHONE (*Include Area Code*)

d. ADDRESS (*Include Zip Code*)

17. REQUIRED DISTRIBUTION

e. SIGNATURE

- a. CONTRACTOR
- b. SUBCONTRACTOR
- c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- e. ADMINISTRATIVE CONTRACTING OFFICER
- f. OTHERS AS NECESSARY

