PERFORMANCE WORK STATEMENT

PERFORMANCE WORK STATEMENT (PWS) FOR

NCTAMS LANT

FIBER OPTIC MAINTENANCE AND REPAIR SUPPORT SERVICES FOR

NAVAL STATION NORFOLK AND JOINT EXPEDITIONARY BASE LITTLE CREEK

1.0 **INTRODUCTION**

Naval Computer and Telecommunications Area Master Station Atlantic (NCTAMS LANT) delivers and defends responsive, resilient, and secure computer and telecommunications systems, providing information superiority for global, maritime and joint forces. NCTAMS LANT provides classified and unclassified voice, messaging, data and video to ships, submarines, aircraft and ground forces operating worldwide in support of Naval and Joint missions. NCTAMS LANT's vision is to be a world-class communications infrastructure that ensures information superiority by providing assured command and control to operational forces globally throughout all dimensions of warfare.

2.0 **SCOPE OF WORK**

The contractor shall provide routine, corrective and preventative maintenance, and support services for the fiber optic telecommunication infrastructure supporting piers located on Naval Station Norfolk (NAVSTA) and Joint Expeditionary Base Little Creek (JEBLC). The infrastructure is comprised of fiber risers, fiber distribution centers (FDC), and Integrated Transport Node (ITN) locations. The fiber risers are comprised of Environmental Distribution Center (EDC) enclosures housing Standard Connector (SC) fiber bulkheads. The bulkheads connect to the Umbilical Cable Assembly (UCA) pigtail and a hybrid 12MM/12SM fiber trunk connecting to the FDC. The FDC contains a fusion splice point that connects to the feeder cables from the ITN locations.

2.1 Performance Standards

The Contractor shall provide services at or above the specific industry standards and guidelines listed in section 7.12Standards and References.

2.2 Period of Performance

The Period of Performance for this contract is one (1) base year inclusive of four (4) 12-month option years and a six (6) month option pursuant to FAR Clause 52.217-8 is included if circumstances necessitate this option.

2.3 Normal Work Hours

The majority of the work is to be performed during normal Government workdays defined as 0800 – 1630 hours local time in the identified location, excluding weekends and Government holidays (New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Juneteenth, Fourth of July, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day).

2.3.1 On-Call Actions: Urgent or unexpected circumstances may arise in which corrective/repair work outside of normal working hours is required. The contractor shall provide such corrective actions as required by the COR and as detailed in Section 7 below to provide routine or urgent corrective actions.

2.4 Contractor Personnel Requirements

The contractor shall provide personnel who are qualified to perform the work described in this PWS in accordance with Appendix A. The Contractor shall bear all costs associated with training and certifying personnel to provide the services required by this PWS. All personnel shall communicate fluently in English, both orally and in writing. All employees who perform work under this contract shall be employees of the Contractor and not employees of the U.S. Government.

2.4.1 Standards of Behavior: Contractor personnel shall present a neat, clean, and professional appearance as generally observed in a professional setting and shall adhere to the U.S. Navy's no smoking policy. Smoking is allowed only in designated areas where it does not compromise the rights of non-smokers.

2.4.2 Personnel Removal: Government rules, regulations, laws, directives, and requirements which are issued during the contract term relating to law and order, installation administration, and security on the installation shall be applicable to all contractor employees or representatives who enter the installation. Violation of such rules, regulations, laws, directives, or requirements may result in the command removing personnel from the site. Removal of employees under these circumstances does not relieve the contractor from the obligation to perform under this PWS.

2.4.2.1 Removal by Contracting Officer and/or Commanding Officer: The Contracting Officer and/or Commanding Officer may direct the contractor to remove any employee working under this contract from the installation for conduct determined to be contrary to good order, discipline, or installation security. Removal of employees under these circumstances does not relieve the contractor from the obligation to perform under this PWS. NCTAMS LANT or Base Security may be involved in this removal depending on the severity of the incident.

2.5 Contractor Qualification Requirements

The contractor's maintenance personnel shall be qualified in accordance with Appendix (A) Personnel Qualification Statement.

2.6 Information Systems Security

Information systems used by contractor personnel will be operated in accordance with DOD 5220.22-M National Industrial Security Program Operating Manual (NISPOM) and NCTAMSLANTINST 5239.2A.

2.7 Contractor/Subcontractor

The term Contractor used herein shall refer to both the prime Contractor and any subcontractors. The prime Contractor shall ensure that subcontractors comply with the provisions of this contract.

2.8 Non-Disclosure and Non-Use of Data

This PWS, including all attachments, contract data, and data generated by contractor incidental to performance, shall be considered CONTROLLED UNCLASSIFIED INFORMATION (CUI) before, concurrent with, and after award of and/or performance of the contract (including proposals and contract modifications), and is subject to the restrictions set forth in DFARS 252.204-7000 (October 2016, Disclosure of Information clause) and section 13.0 of this PWS.

In performance of this effort, the contractor will be provided (CUI). This information is subject to the restrictions set forth in DFARS 252.204-7000 (October 2016, Disclosure of Information clause) and section 13 of this PWS. Any data or other communications marked CUI shall be protected by the contractor and may not be released to non-government personnel or those persons working on the contract.

2.8.1 Any violation of the terms of this "Non-Disclosure and Non-Use of Data" clause is a material and substantial breach of this contract and the Government may, in addition to any other remedy available, terminate this contract, or any part thereof, for cause or default.

2.9 Phase-In/Phase-Out

2.9.1 Phase-In

There will be no formal phase-in period. Contractor may initiate discussions with site points-of-contact (POC) after award but prior to commencement of base period of performance provided there is no additional cost to the Government.

2.9.2 Phase-Out

The incumbent Contractor shall provide service up to the last day of the contract. There will not be any formal phase-out period. All planned maintenance shall be executed prior to the end of the contract. All final deliverables are due prior to the end of the contract.

3.0 **LOCATION OF SERVICES**

Services required by this PWS will be performed at Naval Station (NAVSTA), Norfolk, VA and Joint Expeditionary Base Little Creek (JEBLC), Virginia Beach, VA.

4.0 **APPLICABLE DOCUMENTS**

4.0 Piers Fiber Prints/Diagrams (available on request)

4.1 Piers As Built Drawings (available on request)

4.2 NCTAMS LANT Security Piers Riser Terminals Lock and Key Control Standard Operating Procedures Oscar235A (available on request)

4.3 NCTAMS LANT Pier Fiber Optic Riser Maintenance Checklist (Appendix C)

5.0 **GOVERNMENT-FURNISHED ITEMS**

5.1 Government-Furnished Property – None

5.2 Government-Furnished Facilities – None

5.3 Government-Furnished Equipment – None

5.4 Government-Furnished Material (GFM)

5.4.1 : The government will provide documents as listed in section 4.0 Applicable Documents.

5.4.2 : The government will provide remaining GFM with incumbent contractor to new contractor. Currently, this is one (1) "pig-tail cable," manufactured by KITCO, Part Number: KFO 13581, with a purchase cost of $3,349.00. The contractor is responsible for proper use, maintenance and safekeeping of any GFM provided. In the event GFM becomes damaged, lost, stolen, or otherwise unserviceable, the contractor shall replace the GFM with substantially the same material(s) without reimbursement, in accordance with PWS Section 6.0.

6.0 **CONTRACTOR-FURNISHED ITEMS**

The contractor shall provide labor, tools, materials, supplies, test equipment, diagnostics, and major and minor components as necessary to restore telecommunication services to the piers to the "normal operating condition".

The contractor shall furnish everything required to perform the services specified by this PWS to include OEM maintenance support permissions to perform diagnostics, testing, and repair.

6.1 Contractor-Furnished Materials and Supplies

The contractor shall be responsible for ensuring that it maintains or has a ready supplier for parts (especially emergency parts), supplies and materials required for this PWS performance. Any reconditioned parts used in work to be done under this contract shall be warranted as new. The contractor shall properly dispose of non-serviceable parts to avoid inadvertent reuse. The contractor shall include the cost of materials and supplies, including repair part materials, as part of the firm-fixed price offer.

Historical Note: Appendix B is a sample listing of parts that may be required for maintenance and repair under this contract. The list is not all inclusive and other similar, common fiber optic parts may need

procurement in any given year. The government estimates an annual cost of $12,000 for these parts and materials and executed this amount in 2023 and 2024.

The Contractor shall provide all minor maintenance and repairs to facilities and real property, the need for which may arise during the course of normal or abnormal operations as directed by the COR. Under the previously stated conditions, the Contractor shall be required to purchase and install without reimbursement for all direct cost associated with the procurement of parts and materials required for minor maintenance and repairs within the following thresholds: up to $2,000.00 for facilities and real property per unit item per performance location and occurrence. Parts and materials are defined as raw materials, parts subassemblies, components and manufacturing supplies excluding General and Administrative, equipment rental, and transportation costs combined. The Contractor shall bear all costs for labor, including that of subcontractors, if required in this category. Major maintenance and repairs to facilities and real property consists of actions where the direct cost for parts and material are greater than $2,000.00 per item, per location, or per occurrence. The Contractor shall not initiate any action to accomplish work where material costs exceed $2,000.00 per item, per location, or per occurrence; or where the cumulative total spent including a potential action may exceed $12,000.00 for the applicable performance period; but shall report immediately the necessity of such maintenance to the COR for appropriate action. Costs for this category shall be included in the FFP Materials CLIN.

6.2 Contractor-Furnished Equipment and Tools

The contractor shall provide test and safety equipment (not separately priced). All equipment provided by the contractor shall meet OSHA safety requirements. It shall be the responsibility of the contractor to prevent the operation or attempted operation of electrical equipment or combinations of equipment that require power exceeding the capability of existing building circuits.

6.3 Contractor-Furnished and Contractor-Owned Property

The contractor shall be responsible for the maintenance, repair, calibration and safekeeping of contractor-owned supplies, materials, and equipment and the personal property of contractor employees from loss, damage, or theft.

6.4 Vehicles

The contractor shall provide industry standard contractor owned vehicles suitable for supporting tasks described in this PWS. The Contractor shall ensure that all vehicles and operators entering government service locations meet all required federal, state, and local/facility requirements (i.e. inspection, registration, licensing) to access and operate at the government locations. Failure of the contractor vehicle or operator to access the government location shall not relieve the contractor of the responsibility to perform under the contract.

6.5 Cell Phones

The contractor shall provide each technician with a cell phone for the performance of tasks described in this PWS.

7.0 **SPECIFIC REQUIREMENTS**

7.1 Corrective Maintenance

The contractor shall provide on-site corrective maintenance and repair services, which include fault identification, correction, and furnishing of spare parts for repairs of faulty fiber cabling in the event the contractor receives notification from the site POC that there is trouble with the fiber infrastructure. The contractor shall designate a point of contact (POC) and any alternate(s) to receive trouble calls and requests for maintenance service. The current pier fiber plant was installed in summer 2018.

7.2 Emergency Maintenance

The contractor POC(s) shall be available 24/7/365 and be responsible for notifying and dispatching maintenance personnel to the site requiring corrective maintenance or repair service.

After hours repair support may be required if user entities cannot utilize spare fiber infrastructure to meet mission requirements. When notified of an emergency requirement, the contractor shall ensure that qualified technical representatives are on-site within four (4) hours Monday through Friday, and within six (6) hours on weekends and holidays to provide emergency services.

7.2.1 Contractor personnel are NOT mission essential personnel. If a base is in a "Mission Essential Personnel Only" status, the contractor response time will not begin until the base is re- opened.

7.3 Trouble Call Reporting

The site POC will specify whether a trouble call is routine or emergency. In cases involving a total or critical loss of service, the call will state, "THIS IS AN EMERGENCY SERVICE CALL". There shall be no additional charges for on-site corrective maintenance performed at any time, whether routine or emergency, to include troubleshooting and working with the government for the repair and/or replacement of equipment and components. If the contractor determines a problem is with other vendor equipment, the contractor shall inform the Government who will assume responsibility for corrective action. A failure requiring emergency service at a site is defined as a loss of telecommunication services resulting in an inability to meet mission requirements.

7.3.1 Trouble Call Reporting Methods: The contractor shall provide multiple communication alternatives for site POC in reporting problems to the contractor for corrective maintenance, whether routine or emergency in nature.

7.3.2 Trouble Call Resolution Reporting: After completion of a corrective action, the contractor shall submit a report to the COR within ten (10) working days after resolution. The report shall include the time and date of the initial incident, time contractor was notified, contractor arrival time on site, condition found, corrective action taken, any test results, and contractor departure time from the site.

7.4 Trouble Call, Routine, and Emergency Response Time

Routine Call - The contractor's maintenance personnel shall arrive on location within the next day's normal working hours (paragraph 2.3) after receipt of a routine trouble call and provide corrective maintenance.

Emergency Call - The contractor's maintenance personnel shall arrive on location within two (2) hours after receipt of an "Emergency Service Call" and provide corrective maintenance.

7.5 Trouble Call, Routine, and Emergency Invoicing

All corrective maintenance and trouble call work shall be included in the firm-fixed price quote. If corrective or trouble call work will take less than 8 hours of repair, no advance approval from the KO is required. For repair work anticipated to take longer than 8 hours, the contractor shall receive approval from the KO via the COR to use multiple 4 or 8-hour jobs to accomplish the task. The government reserves the right to pursue other options to complete repair work that exceeds 8 hours per job.

Historical Information: The government estimates that trouble calls will not exceed 40 hours of work per year. Actual data for 2019 showed 16 hours of recall with 2020 also totaling 16 hours. No hours were recorded in 2024 and 2025.

7.6 Preventive Maintenance (PM)

7.6.1 The contractor shall provide PM including, but not limited to, testing of fiber infrastructure and cleaning pier risers and enclosures. All PMs shall be accomplished once every 4 months.

7.6.1.1 The contractor shall perform inspections in accordance with the NCTAMS LANT Pier Fiber Optic Riser Maintenance Checklist.

7.6.2 The contractor shall perform inspection of all pier risers and fiber optic patch panels associated with the piers infrastructure. The inspection will verify

whether all dust covers are in place for unused fiber ports. If dust covers are missing, the contractor shall clean the bulkhead connection point using a fiber cleaner equivalent to the industry standard listed in section 7.11. After cleaning, the contractor shall perform testing of the fiber to ensure it still meets industry specifications by performing Optical Time-Domain Reflectometer verification testing. Test reports shall be provided to the Base Communications Office Infrastructure Manager, site POC or COR.

7.6.3 Preventive Maintenance Records: The contractor shall maintain a record of all PM services provided. Entries shall include the date service provided, type of service provided, and name(s) of the technician(s) performing the PM services. The PM record shall become property of the government.

7.6.3.1 The contractor shall provide PM records to site POC/COR on a monthly basis.

7.6.3.2 The contractor shall provide test results as required by site POC/COR.

7.7 Configuration Management

7.7.1 The contractor will notify the BCO Infrastructure Manager or site POC of any fiber jumper that is unlabeled.

7.7.2 In coordination with the BCO infrastructure manager, end-point information and circuit ID's will be determined, and the contractor shall place a standard cable label with circuit ID and end user information.

7.8 Cooperation with Other Contractors

Contractor shall cooperate and coordinate with the Government or other contractors when requested by the site POC. This may include but not limited to troubleshooting, testing, and fiber identification.

7.9Access

The Government will permit contractor access to Navy bases and equipment locations, subject to security regulations as detailed below.

7.9.1 Base Access: For base access, contractors shall be required to participate in the access control program Defense Biometric Identification System (DBIDS), sponsored by Commander, Navy Installations Command (CNIC). All participants in the DBIDS Program are subject to comprehensive background screenings with ongoing additional screenings throughout the year.

Further information regarding DBIDS can be found at https://www.cnic.navy.mil/om/dbids.html.

7.9.2 Building Access: Building access is dependent upon each Navy Base building access requirements. Contractors shall contact the site points of contact to obtain building access requirements of equipment locations.

7.10 Pre-Existing Conditions

Contractor shall identify and provide a written report of any pre-existing conditions within thirty (30) calendar days of start of performance period. Government personnel will validate the contractor's findings and record any discrepancies. Discrepancies not resolved between the contractor and site POC/COR shall be negotiated between the government Contracting Officer (KO) and contractor concerning pre-existing condition findings. How and whether to remedy pre-existing conditions is at the Navy's discretion. The absence of an official written report by the contractor within the specified timeframe shall indicate there are no "pre-existing conditions.

7.11 Lock and Key Control

Contractor shall comply with NCTAMS LANT Security Piers Riser Terminals Lock and Key Control Standard Operating Procedures Oscar 235A.

7.12 Standards and References

All work to be performed in conjunction with this PWS shall be in accordance with the appropriate applicable documents. The work shall also comply with all Federal and U.S. Navy policies and regulations applying to telecommunication and electrical installations including the National Electric Code. The following is a partial list of documents, which are applicable to this PWS; however, it may not be inclusive of all DOD or Industrial directives, which may be applicable to some specific tasks. In that case, the latest and highest authority level documentation will take precedence.

7.12.1 : MIL-STD-188-154A, Subsystem, Equipment, and Interface Standards for Common Long Haul and Tactical Telecommunications Control Facilities

7.12.2 : COMSPAWAR M-4720.1, Shore Installation Process Handbook (V4.0), 12 November 2014

7.12.3 : MIL-STD-188-124B N3, Grounding, Bonding, and Shielding for Electronic Common Long Haul/Tactical Communications Systems including Ground based Communications - Electronics Facilities and Equipment.

7.12.4 : NFPA 70, National Electrical Code; current addition MIL-HDBK-419A, Vol. 2, Grounding, Bonding, and Shielding for Electronic Equipment and Facilities

7.12.5 : ANSI/TIA/EIA-568B; Commercial Building Telecommunications Cabling Standard

7.12.6 : ANSI/TIA/EIA-569A, Commercial Building Standard for Telecommunications Pathways and Spaces

7.12.7 : ANSI/TIA/EIA-606 - D, Administrative Standard for the Telecommunications Infrastructure of Commercial Buildings

7.12.8 : NSTISSAM TEMPEST/2-95, 12 December 1995 with Amendment NSTISSAM

7.12.9 : TEMPEST/2-95A of February 2000 Incorporated, Red/Black Installation Guidance

7.12.10: USN/USMC IA PUB 5239-22, OCTOBER 2003, Protected Distribution Systems (PDS)

7.12.11 : TIA/EIA 607-E, Grounding and Bonding Requirements for Telecommunications in Commercial Buildings

7.12.12 : TIA/EIA 568-B.1, Commercial Building Telecommunications Wiring Standard

7.12.13 : Unified Facilities Criteria (UFC)-3-580-01, Telecommunications Building Cabling System Planning and Design

7.12.14 : Naval Station Norfolk and Joint Expeditionary Base Little Creek ISP/OSP Installation Design Drawings

7.12.15 : NCTAMS LANT Instructions/Policies and Standard Operating Procedures (SOPs) related to OSP/ISP, e.g., manhole access policy, cable labeling schema, etc.

7.12.16 : OPNAVINST 5100.23H, CH-1, Navy Safety and Occupational Health Program

7.12.17 : DOA Technical Criteria for the Installation of Information Infrastructure Architecture (I3A)

7.13 <u>Meetings</u>

Contractor shall participate in regularly scheduled meetings with the COR on the status of the overall performance and execution of the contract. Example meeting agenda items are preventive maintenance, trouble tickets, invoices, and other pertinent areas.

An initial kick-off meeting shall be scheduled within one week of start of contract performance. Further meetings will be scheduled by the COR, as needed, with a frequency of no more than one meeting per month. The contractor shall provide a list of any action items taken from any meeting and status of outstanding action items to the COR no later than five (5) working days after any scheduled meeting.

7.14 Status Reports

The contractor shall provide a monthly status report that provides planned maintenance for the next two months by date and pier riser, identifies any maintenance in the next two months that requires an Authorized Service Interruption (ASI), and provides the status of remaining funds on the current contract period. This report shall be submitted by the 1st of each month.

8.0 **CLEARANCES, PASSES, AND SECURITY REGULATIONS**

8.1 Security Clearance and Special Requirements

Contractor functions involve delivery of service to support the Department of the Navy mission requiring confidence or trust; position designation is at the Non-Critical Sensitive level. Position requires access to sensitive information, including access to critical infrastructure. This contract does not require DD Form254 "Contract Security Classification Specification." The Security Manager, NCTAMS LANT Code N00SM, via the COR, is the point-of-contact regarding issues for site access and for any security matters.

This contract does not require a security clearance. All contractor personnel:

- Must be either a US citizen or a US permanent resident with a minimum of 3 years of legal residency in the United States (as required by The Deputy Secretary of Defense DTM 08-006 or its subsequent DoD instruction) and
- Must have a favorably completed National Agency Check with Written Inquiries (NACI) or T1 investigation equivalent including a FBI fingerprint check prior to installation access.

To be considered for a favorable trustworthiness determination, the Contractor's Security Representative must submit for all employees each of the following:

- SF-85 Questionnaire for Non-Sensitive Positions
- Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
- Original Signed Release Statements

The contractor shall ensure each individual employee has a current favorably completed National Agency Check with Written Inquiries (NACI) or T1 equivalent investigation, or ensure successful FBI fingerprint results have been gained and investigation has been processed with OPM

8.2 Information and Personnel Security

Contractor shall ensure that no individual will have access to sensitive information or be assigned to sensitive duties unless a favorable personnel security determination has been made and adjudicated by the Department of Defense Consolidated Adjudication Facility and recorded within the Defense Information Security System (DISS) / Joint Clearance and Access Verification System. Contractor will ensure that all Periodic Reinvestigations for Personnel Security Clearance Renewals, as required per policy, are conducted within the required scope.

Contractors shall ensure that all their employees show their company/CAGE affiliation in the DISS record.

The government will sponsor all contractor personnel with T1 background investigations for Defense Biometric Identification System (DBIDS) identification cards for access to Naval Station Norfolk and Joint Expeditionary Base Little Creek/Fort Story.

8.3 Host Command Security Regulations

The contractor shall comply with host command security regulations while on the premises and for obtaining personnel identification/vehicle passes. Certifications of need-for-access to the base may be coordinated with the site POC.

9.0 SAFETY

The contractor shall comply with all Federal Occupational Safety and Health Administration (OSHA), State, local and base safety requirements whichever is the most stringent. The contractor shall also comply with all Federal, State, local and base regulations pertaining to the environment, including but not limited to, water, air, solid waste, and noise pollution.

9.1 Unsafe/Hazardous Safety Conditions

The contractor shall notify the site POC (i.e. email, voice mail or facsimile) of any unsafe or hazardous safety conditions within 30 minutes of becoming aware of the condition and inform him or her in writing within one workday. If the condition is within the scope of the contractor's responsibility as set forth in this PWS the contractor shall correct the unsafe condition immediately and notify the site POC.

9.2 Injuries

The contractor shall notify the site POC (i.e. email, voice mail, or facsimile) (CDRL A009) within 2 hours of the occurrence of all types of injuries sustained by a contractor employee arising from the performance of this PWS. The contractor shall provide a detailed written report within 24 hours (CDRL A010).

10.0 ENVIRONMENTAL PROGRAM REQUIREMENTS

The Contractor shall ensure that all environmental programs/provisions meet Federal, State, local, Chief of Naval Operations (CNO), Host Command and NCTAMS LANT requirements.

11.0 SANITATION AND CLEANLINESS

The contractor shall maintain the workspace in a neat, clean, orderly, safe, and sanitary condition. The premises shall be always kept free from accumulation of waste material or debris resulting from work performed under this contract. All areas will be subject to fire safety and health inspections by Government personnel. The contractor shall dispose of all trash generated as the result of the performance of this PWS. Trash may be discarded in Government provided refuse collection receptacles.

12.0 QUALITY CONTROL AND SURVEILLANCE

12.1 Contractor Quality Control

The Contractor shall maintain an inspection system and quality control program, covering the services under this PWS. The design of the inspection system is left to the Contractor's discretion and relates to the Government's quality assurance surveillance program and provides the desired quality control.

12.2 Government Quality Assurance Surveillance

The Government will inspect and monitor the Contractor's performance. Techniques may include announced and unannounced inspections, zone inspections, Operational Readiness Inspections, planned and random sampling, and customer complaints.

13.0 CONTRACT DATA DELIVERABLES

13.1 All data deliverables shall prominently show the following statement:

DISTRIBUTION STATEMENT E. Distribution authorized to DoD components only; Contractor Performance Evaluation; March 2015. Other requests shall be referred to Commanding Officer, Naval Computer and Telecommunications Area Master Station Atlantic, Attn Regional Plans and Projects Department, Code N51/N81,1518 Piersey St. Bldg MB-100, Norfolk, VA 23511-2784.

13.2 Unauthorized Distribution of Contract Data

Contractor is specifically NOT authorized to distribute technical data to any DoD agency or activity or commercial entity other than those set forth in paragraph 13.0 of this PWS and the Contracting Officer.

13.3 Contract Deliverable Report List (CDRL)

13.3.1 : A001 – Monthly report of completed preventive maintenance (7.6.3.1)

13.3.2 : A002 – As needed, After Action Report for Corrective Maintenance (7.3.2)

13.3.3 : A003 – Monthly Status Report (7.14)

13.3.4 : A004 – As needed, Meeting Action Items (7.13)

13.3.5 : A005 – As needed, Notification of Unlabeled Fiber Jumper (7.7.1)

13.4 The contractor shall provide test results as required by site POC/COR.

14.0 INVOICING

14.1 Monthly Invoicing

Contractor shall invoice in arrears for the previous month in accordance with DFARS 252.232-7006, WAWF Payment Instructions. The invoicing period shall be from the first day of the month to the last day of the month. The invoices are due No Later Than the 15th calendar day after end of previous monthly invoicing period. The invoice shall reflect the following data:

Line/subline item number

Amount being invoiced (current invoicing period)

Amount invoiced (cumulative)

Total of all invoiced costs (current invoicing period)

Total of all invoiced costs (cumulative)

Identification of Period of Performance (month)

14.2 Electronic Submission of Invoices for Payment

Pursuant to DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports (JUN 2012), contractor shall submit payment requests using the Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA).

Information regarding WAWF-RA is available on the Internet at https://wawf.eb.mil.

15.0 POINTS OF CONTACT

15.1 Contracting Officer's Representative (COR), Plans, Programs & Requirements Department (N51/N81) Douglas Smith

Plans, Programs & Requirements Department

1518 Piersey St. Bldg MB-100

Norfolk, VA 23511-2784

Commercial Telephone # 757-400-9037

E-mail address: douglas.s.smith58.civ@us.navy.mil

15.2 Site POC

Matthew Rice

External Support, Base Communications Office

1530 Gilbert St.

Norfolk, VA 23511-2784

Commercial Telephone # 757-443-9617

E-mail address: matthew.t.rice11.civ@us.navy.mil