PERFORMANCE WORK STATEMENT (PWS)
DMEA 26-6F3
25 June 2026
Contract Officer Representative: , DMEA/DAG

1.0 SCOPE:

1.1 TITLE: DMEA Enterprise Program Support

1.2 APPLICABILITY: Defense Microelectronics Activity (DMEA)

1.3 BACKGROUND: DMEA Directors Action Group (DAG) is tasked with maintaining an enterprise-wide risk management (ERM) and risk management and internal control (RMIC) program, enabling DMEA to remain in compliance with DoDI 5010.40 internal control over reporting – operations requirements and to better accomplish its mission. The enterprise program shall continue the development and documentation of DMEA's enterprise mission and support processes, including but not limited to information technology and networking systems, human capital, organization, records retention and disposition, in a defined control framework, which satisfies requirements. This Enterprise Program is the risk and control identification, assessment, and remediation process enabling DMEA to successfully analyze, and manage critical business processes to more effectively and efficiently execute DMEA's mission.

DMEA's enterprise program will simplify DMEA's compliance with various standards and programs, such as quality management system standards (ISO 9001), the testing and calibration laboratories standard (ISO 17025), discipline-specific compliance standards, and risk management and internal controls (RMIC) program to which DMEA must comply.

1.4 PURPOSE: To acquire services to maintain, assess, and remediate enterprise risk management and internal controls at DMEA based on DMEA's existing business processes and infrastructure.

2.0 REFERENCED GOVERNMENT PROVIDED RESOURCES:

2.1 GOVERNMENT DOCUMENTS:

Document No.	Date	Title
DoDI 5010.40	Latest	Enterprise Risk Management and Risk Management & Internal Control Program Instruction
[no number]	Latest	DoW OMB A-123 Implementation Handbook – Guide to Reporting Requirements for A-123
[no number]	Latest	Fraud Risk Management Strategy and Guidance
DMEA Policy 5010.40	Latest	Risk Management and Internal Control Program
100143	Latest	DMEA Quality Management System Manual (ISO 9001)
DMEA OP 5015.02	Latest	DoD Records Management Program
SEGIT ISO 17025-2017(E)	Latest	SEGIT Quality Management System Manual

2.2 OTHER DOCUMENTS:

Document No.	Date	Title
ISO 9001:2015	2015-09	Quality Management Systems – Requirements
ISO/IEC 17025:2017	2018-03	General Requirements for the Competence of Testing and Calibration Laboratories
ISO 19011:2018	2018-07	Guidelines for Auditing Management Systems

2.3 GOVERNMENT FURNISHED EQUIPMENT:

Nomenclature	Part Number	Date Available
Laptop	TBD	ARO

2.4 GOVERNMENT FURNISHED INFORMATION:

Nomenclature	Date	Date Available
DMEA Information Technology Process Support Data	Most Recent	ARO
RMIC Program Documentation	Most Recent	ARO
ISO 9001 Documentation	Most Recent	ARO
ISO 17025 Documentation	Most Recent	ARO

2.5 GOVERNMENT FURNISHED FACILITIES/ACCESS:

Facility/Access	Date
DMEA Complex, 4234 54th Street, McClellan, CA; Building 1 (620), 2, and 600.	ARO
Access to non-classified or open storage rooms in Building 1 (620), 2, and 600: Resources required: (1) Work area to include personal computer and all required software to perform PWS tasks. (2) Virtual access to systems to include local area network (e-mail and internet access). (3) Photo identification with personal identity verification, such as Common Access Card.	ARO

3.0 REQUIREMENTS:

3.1 GENERAL REQUIREMENTS:

3.1.1 RESERVED

3.2 ENTERPRISE PROGRAM REQUIREMENTS:

3.2.1 PROGRAM MANAGEMENT: The contractor shall perform computer system integration, administrative, technical, financial management, during this effort and shall communicate monthly on the status of their effort towards achieving the PWS objectives, including all technical activities and efforts, problems/deficiencies, impacts, and recommended solutions. The contractor shall create a detailed project plan to be included with the monthly status report.
(A001-Monthly Status Reports)
(A002-Detailed Project Plan)

3.2.2 TECHNICAL INTERCHANGE MEETINGS (TIMs): The contractor shall conduct TIMs as necessary in the performance of this task. The TIM with the contractor shall be scheduled when there is need for technical interchange between the government and the contractor. The content of the meeting can include discussion of any information that has impact upon the task activities, including documentation contents or format.
(A003-TIMs Meeting Minutes)

3.2.3 TRAVEL: Travel may be required during the conduct of this PWS. Negotiated travel shall be approved upon task award. Additional travel shall be authorized only upon written approval of the PCO. The contractor shall provide a report following all travel to include objectives achieved and action items.
(A004-Trip Report)

3.3 TASK REQUIREMENTS:

3.3.1 SYSTEM INTEGRATION: The contractor shall provide fusion of information technology (IT) with, process architectures, metric systems, and compliance requirements to optimize performance and efficiency across the enterprise. System architecture should maximize the availability of process and control information through IT applications to provide on-going (continual) monitoring of process health and effectiveness of controls. Systems should minimize effort required to provide necessary control test information that supports the annual DMEA A-123 Statement of Assurance.

3.3.2 CONTROL TESTING AND AUDITING: The contractor shall work with the various process owners to develop test plans to ensure that all controls are tested and analyzed for effectiveness. The contractor shall work with the various process owners to follow all test plans and determine if the controls are adequate or not.
(A005-Test Plans)
(A006-Test Results)

3.3.3 DEFICIENCY ASSESSMENT AND CORRECTIVE & PREVENTIVE ACTION REPORTS: The contractor shall work with the various process owners to assess any deficiencies discovered in the control testing, identify root causes, and develop corrective & preventive action reports (CPARs) as DMEA management determines applicable. For any deficiency where DMEA management does not desire to create a CPAR and chooses instead to accept the risk involved, the contractor shall generate a deficiency acknowledgment & risk acceptance (DARA) in the CPAR system. The contractor shall monitor CPARs status and facilitate completion of the planned actions, which may include retesting of controls for effectiveness.
(A007-Corrective & Preventive Action Reports)

3.3.4 STATEMENT OF ASSURANCE: The contractor shall identify, track, and either provide or coordinate for submittal all deliverables to satisfy Statement of Assurance requirements per DoDI 5010.40.
(A008-Statement of Assurance)

3.3.5 TRAINING: The contractor shall provide training to the process owners/managers and the process teams on how to their roles in the enterprise program. Training shall include process, risk, objective, and control identification, how test plans are executed as described in Paragraph 3.3.3, and follow-on activities included in the enterprise program.
(A009-Training Plan)
(A010-Training Documentation)

3.3.6 PROGRAM SUMMARY: The contractor shall summarize all work accomplished under this PWS, including significant technical accomplishments, problems encountered, solutions implemented, recommendations for improvement, and a comparison of planned schedules and costs with final performance. The final report shall be submitted annually covering all the accomplishments during the previous period of performance.
(A011-Final Report)

4.0 DATA ITEMS: The following CDRLs apply to this PWS and shall be submitted as described below. Indicate on the cover of all delivered data the contract number, PWS number, PWS title, and the current DMEA project engineer name and office symbol.

1.	Sequence Number	A001
2.	Title	Status Report
3.	Subtitle	Monthly Status Report
4.	Authority	DI-MGMT-80368A
5.	Contract Reference	Para. 3.2.1
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	LT - Letter of Transmittal
8.	App Code	N/A – Approval not required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA.
10.	Frequency	MTHLY- Monthly
11.	As of	N/A
12.	Date of First Submission	ASREQ - 5 calendar days after end of first calendar month
13.	Date of Subsequent Submission	ASREQ - 5 calendar days after the end of each complete calendar month
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A002
2.	Title	Project Planning Chart
3.	Subtitle	Detailed Project Plan
4.	Authority	DI-MGMT-80507
5.	Contract Reference	Para. 3.2.1
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	LT - Letter of Transmittal
8.	App Code	N/A – Approval not required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA.
10.	Frequency	MTHLY- Monthly
11.	As of	N/A
12.	Date of First Submission	ASREQ - 5 calendar days after end of first calendar month
13.	Date of Subsequent Submission	ASREQ - 5 calendar days after the end of each complete calendar month
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A003
2.	Title	Conference Minutes
3.	Subtitle	Technical Interchange Meeting Minutes
4.	Authority	DI-ADMIN-81250
5.	Contract Reference	26-6F3 Paragraph 3.2.2
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	LT - Letter of Transmittal
8.	App Code	N/A – Approval not required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA.
10.	Frequency	ASREQ - As often as TIMs occur
11.	As of	N/A
12.	Date of First Submission	ASREQ - 7 calendar days after the first TIM
13.	Date of Subsequent Submission	ASREQ - 7 calendar days after each TIM
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable. Include presentation materials in the TIM minutes.

1.	Sequence Number	A004
2.	Title	Trip/Travel Report
3.	Subtitle	Trip Report
4.	Authority	DI-MISC-81943
5.	Contract Reference	Para. 3.2.3
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	LT - Letter of Transmittal
8.	App Code	N/A – Approval not required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ASREQ - 7 calendar days after completion of travel
11.	As of	N/A
12.	Date of First Submission	ASREQ - 7 calendar days after the first Travel
13.	Date of Subsequent Submission	ASREQ - 7 calendar days after each Travel
14.	Distribution	See Distribution List
15.	Total	See Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A005
2.	Title	Test Plan
3.	Subtitle	Control Test Plans
4.	Authority	DI-NDTI-80566
5.	Contract Reference	Para. 3.3.2
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ASREQ - Required for each process identified
11.	As of	N/A
12.	Date of First Submission	ASREQ - TBD by PM. Contractor shall have at least 30 calendar days advance notice
13.	Date of Subsequent Submission	ASREQ - TBD by PM. If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A006
2.	Title	Test/Inspection Report
3.	Subtitle	Test Results
4.	Authority	DI-NDTI-80809
5.	Contract Reference	Para. 3.3.2
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ASREQ - Required for each process tested
11.	As of	N/A
12.	Date of First Submission	ASREQ - TBD by PM. Contractor shall have at least 30 calendar days advance notice
13.	Date of Subsequent Submission	ASREQ - TBD by PM. If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A007
2.	Title	Failure Analysis and Corrective & Preventive Action Report
3.	Subtitle	Corrective & Preventive Action Report
4.	Authority	DI-SESS-81927
5.	Contract Reference	Para. 3.3.3
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ASREQ - Required for each deficiency that is found during testing and no DARA is written
11.	As of	N/A
12.	Date of First Submission	ASREQ - TBD by PM. Contractor shall have at least 30 calendar days advance notice
13.	Date of Subsequent Submission	ASREQ - TBD by PM. If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A008
2.	Title	Statement of Assurance
3.	Subtitle	Program Compliance Materials
4.	Authority	DI-SESS-81923
5.	Contract Reference	Para. 3.3.4
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	QTRLY - Quarterly
11.	As of	N/A
12.	Date of First Submission	ASREQ - TBD by PM. Contractor shall have at least 30 calendar days advance notice
13.	Date of Subsequent Submission	ASREQ - Shall be submitted quarterly based on Office of the Deputy Chief Financial Officer, Office of the Under Secretary of War (Comptroller) annually published guidance "Title: DEPARTMENT OF WAR OMB Circular A-123 Implementation Handbook Fiscal Year 202X" If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A009
2.	Title	Technical Training Plan
3.	Subtitle	Training Plan
4.	Authority	DI-SESS-81958
5.	Contract Reference	Para. 3.3.5
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ANNLY – Annually
11.	As of	N/A
12.	Date of First Submission	October 15, 2026
13.	Date of Subsequent Submission	ASREQ - If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A010
2.	Title	Training Program Structure Document
3.	Subtitle	Training Documentation
4.	Authority	DI-SESS-81521
5.	Contract Reference	Para. 3.3.5
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	D - Destination
8.	App Code	A - Approval required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ANNLY - Annually
11.	As of	N/A
12.	Date of First Submission	October 30, 2026
13.	Date of Subsequent Submission	ASREQ - If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

1.	Sequence Number	A011
2.	Title	Technical Report - Study/Services
3.	Subtitle	Final Report
4.	Authority	DI-MISC-80508
5.	Contract Reference	Paragraph 3.3.6
6.	Requiring Office	DMEA/DAG
7.	DD 250 Req	LT - Letter of Transmittal
8.	App Code	N/A - Approval not required
9.	Distribution Statement Req'd	Distribution Statement B: Distribution authorized to U.S. Government Agencies only. Other requests shall be referred to DMEA
10.	Frequency	ANNLY - Annually
11.	As of	N/A
12.	Date of First Submission	September 20, 2027
13.	Date of Subsequent Submission	September 20th. If disapproved, the contractor shall resubmit within 7 calendar days
14.	Distribution	See 4.1 Distribution List
15.	Total	See 4.1 Distribution List
16.	Remarks	Contractor format is acceptable.

4.1 DISTRIBUTION LIST: The contractor shall deliver electronic copies to DMEA via e-mail in Microsoft Office products or in Adobe PDF format to the address indicated. The subject block shall contain the contract number, PWS number, CDRL title, and date. If this task involves classified data, the contractor shall deliver classified data in an appropriate manner to only those recipients specifically indicated in the distribution list below. For all other recipients, the contractor shall send only a cover letter in lieu of the classified data. The contractor shall ensure the security of unclassified DoW information on non-DoW information systems in accordance with DoDI 8582.01, 6 Jun 2012.

Code	Copies (regular/reproducible/electronic)	Address
DMEA/ DAG	All deliverables: 0/0/1 If this task involves classified data, the contractor shall deliver classified data in an appropriate manner to this recipient. The contractor shall ensure the security of unclassified DoD information on non-DoD information systems in accordance with DoDI 8582.01, 6 Jun 2012.	4234 54th Street McClellan, CA 95652-2100
DMEA/ MECC	All deliverables: 0/0/1 If this task involves classified data, the contractor shall NOT deliver classified data to this recipient. Deliver only cover letters in lieu of classified data. The contractor shall ensure the security of unclassified DoD information on non-DoD information systems in accordance with DoDI 8582.01, 6 Jun 2012.	Ryan Tung ryan.c.tung.civ@mail.mil 4234 54th Street McClellan, CA 95652-2100

5.0 POINTS OF CONTACT:

DMEA/DAG:
DMEA/DAG:
DMEA/MECC: Ryan Tung (CS) Address: 4234 54th Street McClellan, CA 95652-2100 Voice: (916) 999-2797 E-Mail: ryan.c.tung.civ@mail.mil