Performance Work Statement (PWS)

Joint Project Manager Information Systems (JPM IS)
Joint Effects Model (JEM) Increment 1 Software Upgrade and Maintenance

Joint Program Manager Information Systems (JPM IS)
4301 Pacific Highway
San Diego, CA 92110-3127

SOURCE SELECTION INFORMATION: See FAR 2.101 & 3.104
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Revised 21 May 2012

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SOURCE SELECTION INFORMATION: See FAR 2.101 & 3.104
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1. Introduction
The Joint Project Manager Information Systems (JPM IS) under the Joint Program Executive Office for Chemical and Biological Defense (JPEO-CBD) developed Increment 1 of the Joint Effects Model (JEM).

JEM is an Acquisition Category (ACAT) III program. JEM acquisition began under the Requirements Generation System and was switched to the Joint Capabilities Integration Development System (JCIDS) prior to its Increment 1 Milestone C decision. The JEM Operational Requirements Document (ORD) was approved by the Joint Requirements Oversight Council (JROC) in May 2004, prior to the Milestone (MS) B decision for JEM Increment 1. The JEM ORD describes the JEM incremental development strategy and contains the requirements for all three planned JEM increments. The JEM Increment 1 Capability Production Document (CPD) was approved in January 2007. The JEM Increment 1 Standalone variant attained Full Rate Production (FRP) in May 2008. The JEM Increment 1 Command and Control (C2) variant received its Full Deployment Decision (FDD) in June 2010.

2. Background
JEM is a web-based software tool that supplies the Department of Defense (DoD) with a single accredited tool to effectively model and simulate the effects of Chemical, Biological, Radiological and Nuclear (CBRN) weapon strikes and Toxic Industrial Chemical (TIC)/Toxic Industrial Material (TIM) incidents. JEM combines the best and most mature capabilities from existing CBRN Science and Technology (S&T) models, as outlined in the Independent Model Analysis Report (IMAR), into a single application. JEM supports advanced planning as well as consequence management and hazard mitigation support regarding the effects of Weapons of Mass Destruction (WMD) by providing rapid estimates of the hazards areas created by WMD incidents along with the associated human effects posed by these hazards; this capability is integrated into Joint and Service Command and Control (C2) systems, and can be displayed directly onto the Common Operational Picture (COP) to support situational awareness of the battlespace. JEM provides comprehensive modeling capability to predict hazards and risks posed by CBRN and TIC/TIM incidents for the operator to assess. JEM operates in an integrated fashion with operational and tactical C4ISR systems and in a standalone mode.

JEM can be used to calculate the transport and dispersion (i.e., the plumes) of CBRN events, taking into account the agent material, terrain, and weather conditions. JEM can also predict the time-phased impacts and effects of CBRN and TIC/TIM in the area of concern. JEM Incr 1 capabilities include:

1) Baseline of the DoD’s existing CBRN hazard prediction technology and software (HPAC, VLSTRACK, and D2Puff);
2) DoD-approved and accredited model for CBRN and TIC/TIMs;
3) Flexible and extendable system architecture to include interoperability with applicable C4I networks as well as the ability to operate as a standalone program (not interfaced and not networked with a C4I system); and,
3. Scope
This Performance Work Statement (PWS) covers the upgrades to and maintenance of the existing JEM Incr 1 baseline, including any associated task management. The scope of this work is defined as JEM Incr 1 software upgrade and maintenance, which shall encompass problem fixes, upgrade and enhancements to existing capabilities, and build releases required to support changes to Service C4I host platforms and applications, as well as other support to ongoing JEM Increment 1 Government Developmental Testing and Evaluation (DT&E) and Follow-on Test and Evaluation (FOT&E). Maintenance will be coordinated with the JEM Program Management Office (PMO) and will include updates to the appropriate documentation. A software maintenance build will not be considered complete until all identified documentation is delivered and approved by the JEM PMO, in accordance with the PWS, Contract Data Requirements Lists (CDRLs), and Technical Instructions (TIs).

4. Applicable References

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<td>CJCSI 3170.01E Joint Capabilities Integration And Development System</td>
<td>11-May-05</td>
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<td>CJCSM 3170.01B Operation of the Joint Capabilities Integration and</td>
<td>11-May-05</td>
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Development System
CJCSI 8510.01A Joint Modeling and Simulation Management 26-Jan-04
MOSA A Modular Open Systems Approach to Acquisition, Version 2.0 Sep-04
DISR DoD IT Standards Registry http://disronline.disa.mil
CBRN COI Naming Style Guide 11-Apr-05
Net-Centric Attributes List Office of the Assistant Secretary of Defense for Networks and Information Integration/ DOD CIO Jun-04
DoD 8320.02-G Guidance for Implementing Net-Centric Data Sharing 12-Apr-06
JPEO-CBD Guidelines for M&S and VV&A: JPEO-CBD Guidelines for Modeling and Simulation (M&S) Verification, Validation, and Accreditation (VV&A) 2-May-05
MIL-STD-40051-2 Preparation Of Digital Technical Information For Page-Based Technical Manuals

5. Performance Requirements (RDT&E)

5.1 Program and Systems Engineering Management (RDT&E)
The Contractor shall provide program management support to plan and execute all work required under this PWS, the CDRLs, and future TIs. The Contractor shall ensure all work conducted under this PWS is planned and executed in a manner that will achieve cost, schedule, and performance objectives. The Contractor shall use the COR as the primary point of contact for all program activities.

5.1.1 Post Award Conference (RDT&E)
The Contractor shall attend a Post-Award Conference (PAC) with the Government Program Office and contracting representatives. The PAC will be scheduled by the Procurement Contracting Officer (PCO) in conjunction with the Program Office as soon as practicable after Task Order (TO) award.

5.1.2 Program Management (RDT&E)
The Contractor shall attend program status updates at annual In Process Reviews (IPRs) in or around San Diego, CA at a Government facility. Upon the Government’s request, additional IPRs may be scheduled if critical issues arise or significant events or changes occur. In preparation of any IPR, the Contractor shall provide the following deliverable:

CDRL A002: Briefing Materials

5.1.2.1 Contract Work Breakdown Structure (RDT&E)
The Contractor’s cost and performance management approach shall be documented in a Contract Work Breakdown Structure (CWBS) and Data Dictionary. The CWBS shall be created in accordance with MIL-HDBK-881 and shall contain granularity commensurate with the work to be performed under this PWS. The CWBS shall be delivered in accordance with the following deliverable:
5.1.2.2 Program Management – New Development (RDT&E)
The Contractor shall define a systems engineering management approach appropriate for the work to be performed under this PWS. The Contractor shall document this approach in a Software Engineering Management Plan (SEMP) consistent with the terms of this PWS and delivered in accordance with SEMP CDRL. The Contractor shall perform all applicable work in accordance with the Contractor’s Government-approved SEMP. The Contractor shall provide the following deliverable:

CDRL A004: Systems Engineering Management Plan (SEMP)

The Contractor shall define a software development approach appropriate for the work to be performed under this PWS. The Contractor shall document this approach in a Software Development Plan (SDP) consistent with the terms of this PWS and SDP CDRL. The Contractor shall perform all applicable work in accordance with the Contractor’s Government-approved SDP. The Contractor shall provide the following deliverable:

CDRL A005: Software Development Plan (SDP)

The Contractor shall define a test strategy that describes plans for qualification testing of Computer Software Configuration Items (CSCIs) and software systems. The Contractor shall document this approach in a Software Test Plan (STP) that describes the software test environment to be used for the testing, identifies the tests to be performed, and provides schedules for test activities. The Contractor shall provide the following deliverable:

CDRL A019: Software Test Plan (STP)

5.1.2.3 Program Management – Exercise and Demonstration Support (RDT&E)
The Contractor shall provide services for the demonstration of JEM software and assist the Government with the planning and execution of exercises. The Contractor shall provide technical and engineering expertise to demonstrate the JEM system, system components and pre-release products as authorized by the COR.

5.1.2.4 Routine Contractor Reporting (RDT&E)
A) Weekly Status Report
On a weekly basis, the Contractor shall deliver a Weekly Status Report (WSR) that briefly discusses upcoming meetings, deliveries, travel, activities accomplished, plan for the next week, new issues, and current issues. The Contractor should highlight those items that are new additions over the previous week’s WSR. The Contractor shall provide the following deliverable:

CDRL A006: Weekly Status Review (WSR)

B) Quarterly Status Report
On a quarterly basis, the Contractor shall deliver a Quarterly Status Report (QSR) using the template provided in the QSR CDRL. The Contractor shall provide the following deliverable:

**CDRL A001: Quarterly Status Report (QSR)**

**C) Contract Performance Report**

On a monthly basis, the Contractor shall provide Contract Performance Reports (CPRs) in contractor format with content as described on DD Form 2734, Forms 1 and 5, and the DI-MGMT-81466A. EVMS will be treated as Level of Effort. The Contractor shall provide the following deliverable:

**CDRL A007: Contract Performance Report (CPR)**

**D) Software Resources Data Report**

The Contractor shall provide Software Resources Data Reporting (SRDR) to describe the software product, developer, and actual as-developed software product size, development schedule, peak staff, and direct labor hours incurred. SRDR consists of an Initial Developer Report and Final Developer Reports, and shall be delivered by the Contractor in accordance with SRDR CDRL. The Contractor shall provide the following deliverable:

**CDRL A008: Software Resources Data Reporting (SRDR)**

**E) Integrated Master Schedule Report**

The Contractor shall provide initial inputs to the JEM Increment 1 Program Integrated Master Schedule (PIMS) consistent with the MS Project template provided by the Government. The Contractor shall provide sufficient granularity to ensure traceability of all critical or high risk tasks. At a minimum, the Contractor’s input/update to the PIMS shall contain each element (or its equivalent) provided for within the MS Project template furnished by the Government. Subsequent deliveries shall consist of updates to the Contractor’s initial delivery to maintain the accuracy of the schedule and to track the status and progress of discrete tasks. If the Government determines that the JEM Increment 1 PIMS requires baseline or milestone date adjustments, the Government will provide the Contractor with notice of these changes if such changes would impact the Contractor’s tasks. If such a situation arises and notice is provided, the Contractor shall ensure that its subsequent monthly IMS update under this CDRL reflects the Government baseline or milestone date adjustment. The Contractor shall provide the following deliverable:

**CDRL A009: Integrated Master Schedule (IMS)**

**5.1.3 Configuration Management (RDT&E)**

The Contractor shall implement a configuration management strategy for systems in development that is consistent with the JPM IS Standard Operating Procedures listed in Section 4. The Contractor shall implement a mechanism for recording, tracking, and reporting the status of Configuration Items (CIs).
5.2 Fielded System Upgrade, Maintenance, and FMS Support (RDT&E)
The Contractor shall provide the fielded product upgrade support of the JEM software.

5.2.1 Fielded System Upgrade Support (RDT&E)
The Contractor shall provide the fielded product upgrade support of the JEM software. Software upgrades shall be performed in accordance with the most recent product baseline established by and approved by the Government. Additionally, the Contractor shall:

1) Review and provide input to Government-developed Change Requests
2) Develop Change Requests
3) Review and provide input to system configuration
4) Review and provide input to software load procedures
5) Review and provide input to production and installation drawings and documentation
6) Review and provide input to System problem resolution
7) Review and provide input to pre-installation check out procedure
8) Provide input to version configuration required for proper system operation, production testing and configuration management

5.2.2 Program Change Report (PCR) Process Support (RDT&E)

As used herein, a Change Request is a feature that should be added to the JEM software, and is also known as a Change Proposal (CP) or request for enhancement. Change Requests consist of Engineering Change Proposals (ECPs) and Software Change Proposals (SCPs).

As used herein, a Problem Report is a behavior that violates a product or document specification, and is also known as a bug. Problem Reports consist of Software Trouble Reports (STRs) and Document Change Reports (DCPs).

5.2.3 Software Delivery (RDT&E)
The Contractor shall provide software deliveries in accordance to subsequent Government-provided Technical Instructions (TIs). In delivering the software, the Contractor shall adhere to the JPM IS Software Deliveries Process, SOP 31 (24 March 2010).

Based on the Government’s subsequent TI to the Contractor, the Contractor shall make a Formal In-Cycle Delivery or a Formal Out-of-Cycle Delivery.

5.2.3.1 Formal In-Cycle Deliveries (RDT&E)
Upon Government TI, the Contractor shall make Formal In-Cycle Deliveries to include delivery of Software Items and Technical Documentation described below. Formal deliveries shall include all components of the software, even if no changes have been made to specific components. The Contractor shall ensure that all software and documentation are delivered electronically if possible. If problems arise which prevent electronic delivery (e.g. network
outages), or if the size of the software file(s) is too large thereby preventing a successful download, then deliveries should be made via a DVD(s).

As part of a Formal In-Cycle Delivery, the Contractor shall create and deliver the following software and technical documentation:

- CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
- CDRL A018: Software Test Description (STD)
- CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

- CDRL A011: Software Requirements Specification (SRS)
- CDRL A012: Software Design Description (SDD)
- CDRL A013: Software Version Description (SVD)
- CDRL A014: Interface Design Document (IDD)
- CDRL A015: Software Programmer’s Guide (SPG)
- CDRL A016: System Administrator Manual (SAM)
- CDRL A017: Software User Manual (SUM)
- CDRL A022: Engineering Notebook (EN)

5.2.3.2 Formal Out-Cycle Deliveries (RDT&E)

Upon Government TI, the Contractor shall provide a software upgrade to fix a designated high priority 1 and 2 PCR(s) and technical documentation. Typically, a patch will include only those files that have been changed and can be installed over the top of an existing program, but this will depend on the nature of the patch and the detail instructions contained within subsequent Government-issued TIs.

As part of a Formal Out-Cycle Delivery, the Contractor shall create and deliver the following software and technical documentation:
5.2.4 Technical Publications and Training Materials (RDT&E)

The Contractor shall provide support to develop or update classroom curriculum and training materials for systems in development. To accomplish this subtask, the Contractor shall provide the Government with updates to the System Administrator Manual (SAM) and Software User Manual (SUM) documenting the administrative, configuration, and user instruction for the JEM software delivered by the Contractor. The Contractor shall provide updates to the following deliverables:

- CDRL A016: System Administrator Manual (SAM)
- CDRL A017: Software User Manual (SUM)

5.3 Information Assurance (IA) Implementation (RDT&E)

The Contractor shall deliver software that is secure and accreditable. The Contractor shall ensure security requirements are addressed in software design and development. The Contractor shall conduct security scans, document vulnerabilities, correct vulnerabilities, and document the resolution or mitigation of vulnerabilities. The Contractor shall support the Government’s effort to accomplish JEM accreditation by assessing the validity of vulnerabilities identified during formal Government accreditation testing, recommending corrective actions to resolve or mitigate vulnerabilities, and estimating the level of effort and time required to resolve valid vulnerabilities.

5.3.1 Maintain IA Baseline Integrity (RDT&E)

The Contractor shall ensure that the addition of software developed under this PWS does not compromise the security posture of the JEM software. Any Category 1 and Category 2 findings shall be considered a compromise of the security posture of the JEM software. Category definitions shall be governed by DoDI 8510.01, DoD Information Assurance Certification and Accreditation Process (DIACAP).

5.3.2 IA Implementation Plan (RDT&E)

The Contractor shall implement IA strategies and a validation plan consistent with JEM’s DIACAP Implementation Plan (DIP).
5.3.3 IA Control Testing and Validation (RDT&E)
The Contractor shall demonstrate compliance with the applicable IA controls through performance of a Contractor IA Self Assessment. The Contractor shall evaluate each software end-item against the applicable Security Technical Implementation Guides (STIGs) or checklists as provided in the DIP. Additionally, for STIGs or checklists that are supported by automated test tools, the Contractor shall deliver the test reports generated by the test tools:

CDRL A021: Information Assurance Test Tool Reports (IATTRs)

5.4 System Test and Evaluation (RDT&E)
The Contractor shall conduct or support system test and evaluation as defined below.

5.4.1 On-Going Developmental Test and Evaluation Support (RDT&E)
The Contractor shall support the Government with any on-going Developmental Testing (DT) consistent with JEM’s Integrated Master Schedule (IMS). On-going DT events shall include a comprehensive evaluation to ensure the system meets all specifications and operational requirements as defined in the current Test and Evaluation Master Plan (TEMP). Upon Government request, the Contractor’s on-going DT support may also include technical Subject Matter Expert (SME) support during test events, resolution of STR deficiencies, and systems operation and maintenance during DT&E events in order to achieve Government acceptance of the contractor’s delivered product. Upon Government request, the Contractor shall provide onsite DT support at a Government system site location, as directed by the Government COR to ensure acceptability of the deliveries under this Task Order.

Any deficiencies identified by the Government during on-going DT shall be resolved by the Contractor in accordance with the JPM IS Program Change Report (PCR) Change Control Process, SOP 10 (14 Sep 2009).

5.4.2 Follow-on Test and Evaluation Support (RDT&E)
The Contractor shall support the Government with Follow-on Test & Evaluation (FOT&E). FOT&E support will include Contractor delivery of technical SME support, resolution of STR deficiencies, and onsite FOT&E support at a Government system site location as directed by the Government COR to ensure operability of the deliveries made under this order.

6. Performance Requirements (PROC)

6.1 Program Management – Production, Installation, and Logistics Support (PROC)
The Contractor shall manage production, installation, and logistics support efforts to support delivery of JEM capability. The Contractor shall provide updates to the IMS as required and provide production status within routine reporting, as required by the Weekly Status Report and Quarterly Status Report CDRLs.
6.1.1 Routine Contractor Reporting (PROC)

A) Weekly Status Report
On a weekly basis, the Contractor shall deliver a Weekly Status Report (WSR) that briefly discusses upcoming meetings, deliveries, travel, activities accomplished, plan for the next week, new issues, and current issues. The Contractor should highlight those items that are new additions over the previous week’s WSR. The Contractor shall provide the following deliverable:

CDRL A006: Weekly Status Review (WSR)

B) Quarterly Status Report
On a quarterly basis, the Contractor shall deliver a Quarterly Status Report (QSR) using the template provided in the QSR CDRL. The Contractor shall provide the following deliverable:

CDRL A001: Quarterly Status Report (QSR)

C) Contract Performance Report
On a monthly basis, the Contractor shall provide Contract Performance Reports (CPRs) in contractor format with content as described on DD Form 2734, Forms 1 and 5, and the DI-MGMT-81466A. EVMS will be treated as Level of Effort. The Contractor shall provide the following deliverable:

CDRL A007: Contract Performance Report (CPR)

D) Software Resources Data Report
The Contractor shall provide Software Resources Data Reporting (SRDR) to describe the software product, developer, and actual as-developed software product size, development schedule, peak staff, and direct labor hours incurred. SRDR consists of an Initial Developer Report and Final Developer Reports, and shall be delivered by the Contractor in accordance with SRDR CDRL. The Contractor shall provide the following deliverable:

CDRL A008: Software Resources Data Reporting (SRDR)

E) Integrated Master Schedule Report
The Contractor shall provide initial inputs to the JEM Increment 1 Program Integrated Master Schedule (PIMS) consistent with the MS Project template provided by the Government. The Contractor shall provide sufficient granularity to ensure traceability of all critical or high risk tasks. At a minimum, the Contractor’s input/update to the PIMS shall contain each element (or its equivalent) provided for within the MS Project template furnished by the Government. Subsequent deliveries shall consist of updates to the Contractor’s initial delivery to maintain the accuracy of the schedule and to track the status and progress of discrete tasks. If the Government determines that the JEM Increment 1 PIMS requires baseline or milestone date adjustments, the Government will provide the Contractor with notice of these changes if such changes would impact the Contractor’s tasks. If such a situation arises and notice is provided, the Contractor shall ensure that its subsequent monthly IMS update under this CDRL reflects...
the Government baseline or milestone date adjustment. The Contractor shall provide the following deliverable:

CDRL A009: Integrated Master Schedule (IMS)

6.2 Installation Support (PROC)
The Contractor shall support the Government with JEM installation planning, installation preparation, installation, and quality assurance checks at GCCS-J integration events. The Contractor shall attend the GCCS-J integration events and provide technical support in the form of subject-matter experts.

6.2.1 Software Delivery (PROC)
The Contractor shall provide software deliveries in accordance to subsequent Government-provided Technical Instructions (TIs). In delivering the software, the Contractor shall adhere to the JPM IS Software Deliveries Process, SOP 31 (24 March 2010). Based on the Government’s subsequent TI to the Contractor, the Contractor shall make a Formal In-Cycle Delivery or a Formal Out-of-Cycle Delivery.

6.2.1.1 Formal In-Cycle Deliveries (PROC)
Upon Government TI, the Contractor shall make Formal In-Cycle Deliveries of initial upgrades and software builds to include delivery of Software Items and Technical Documentation described below. Formal deliveries shall include all components of the software, even if no changes have been made to specific components. The Contractor shall ensure that all software and documentation are delivered electronically if possible. If problems arise which prevent electronic delivery (e.g. network outages), or if the size of the software file(s) is too large thereby preventing a successful download, then deliveries should be made via a DVD(s).

As part of a Formal In-Cycle Delivery, the Contractor shall create and deliver the following software and technical documentation:

CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
CDRL A018: Software Test Description (STD)
CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

CDRL A011: Software Requirements Specification (SRS)
CDRL A012: Software Design Description (SDD)
CDRL A013: Software Version Description (SVD)
6.2.1.2 **Formal Out-Cycle Deliveries (PROC)**

In support of delivering a software upgrade package and upon Government TI, the Contractor shall provide a software patch to improve and fix a designated high priority 1 and 2 PCR(s) and technical documentation. Typically, a patch will include only those files that support an upgrade that does not increase the performance envelope and can be installed over the top of an existing program, but this will depend on the nature of the patch and the detail instructions contained within subsequent Government-issued TIs.

As part of a Formal Out-Cycle Delivery, the Contractor shall create and update the following software and technical documentation:

- CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
- CDRL A018: Software Test Description (STD)
- CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

- CDRL A013: Software Version Description (SVD)
- CDRL A022: Engineering Notebook (EN)

6.2.2 **Technical Publications and Training Materials (PROC)**

The Contractor shall deliver initial classroom curriculum and training materials. To accomplish this subtask, the Contractor shall provide the Government with updates to the System Administrator Manual (SAM) and Software User Manual (SUM) documenting the administrative, configuration, and user instruction for the JEM software delivered by the Contractor. The Contractor shall provide the following deliverables:

SOURCE SELECTION INFORMATION: See FAR 2.101 & 3.104
7. Performance Requirements (O&M)

7.1 Program Management – Sustainment Support (O&M)

The Contractor shall manage sustainment support efforts to ensure life cycle support for all fielded JEM systems. The Contractor shall provide updates to the IMS as required and provide sustainment status within routine reporting, as required by the Weekly Status Report and Quarterly Status Report CDRLs.

7.1.1 Routine Contractor Reporting (O&M)

A) Weekly Status Report

On a weekly basis, the Contractor shall deliver a Weekly Status Report (WSR) that briefly discusses upcoming meetings, deliveries, travel, activities accomplished, plan for the next week, new issues, and current issues. The Contractor should highlight those items that are new additions over the previous week’s WSR. The Contractor shall provide the following deliverable:

CDRL A006: Weekly Status Review (WSR)

B) Quarterly Status Report

On a quarterly basis, the Contractor shall deliver a Quarterly Status Report (QSR) using the template provided in the QSR CDRL. The Contractor shall provide the following deliverable:

CDRL A001: Quarterly Status Report (QSR)

C) Contract Performance Report

On a monthly basis, the Contractor shall provide Contract Performance Reports (CPRs) in contractor format with content as described on DD Form 2734, Forms 1 and 5, and the DI-MGMT-81466A. EVMS will be treated as Level of Effort. The Contractor shall provide the following deliverable:

CDRL A007: Contract Performance Report (CPR)

D) Software Resources Data Report

The Contractor shall provide Software Resources Data Reporting (SRDR) to describe the software product, developer, and actual as-developed software product size, development schedule, peak staff, and direct labor hours incurred. SRDR consists of an Initial Developer Report and Final Developer Reports, and shall be delivered by the Contractor in accordance with SRDR CDRL. The Contractor shall provide the following deliverable:
E) Integrated Master Schedule Report

The Contractor shall provide initial inputs to the JEM Increment 1 Program Integrated Master Schedule (PIMS) consistent with the MS Project template provided by the Government. The Contractor shall provide sufficient granularity to ensure traceability of all critical or high risk tasks. At a minimum, the Contractor’s input/update to the PIMS shall contain each element (or its equivalent) provided for within the MS Project template furnished by the Government. Subsequent deliveries shall consist of updates to the Contractor’s initial delivery to maintain the accuracy of the schedule and to track the status and progress of discrete tasks. If the Government determines that the JEM Increment 1 PIMS requires baseline or milestone date adjustments, the Government will provide the Contractor with notice of these changes if such changes would impact the Contractor’s tasks. If such a situation arises and notice is provided, the Contractor shall ensure that its subsequent monthly IMS update under this CDRL reflects the Government baseline or milestone date adjustment. The Contractor shall provide the following deliverable:

CDRL A009: Integrated Master Schedule (IMS)

7.2 Configuration Management (O&M)

The Contractor shall implement a configuration management strategy for Joint and Service specific updates to the fielded JEM system that is consistent with the JPM IS Standard Operating Procedures listed in Section 4. The Contractor shall implement a mechanism for recording, tracking, and reporting the status of Configuration Items (CIs) in order to ensure a stability and predictability as updates are developed, tested, and delivered to the government.

7.3 Fielded System Maintenance Support (O&M)

The Contractor shall provide the software maintenance support of the JEM software. Software maintenance shall be performed in accordance with the most recent product baseline established by and approved by the Government. Additionally, the Contractor shall:

1) Review and provide input to Government-developed Change Requests
2) Develop Change Requests
3) Review and provide input to system configuration
4) Review and provide input to software load procedures
5) Review and provide input to production and installation drawings and documentation
6) Review and provide input to System problem resolution
7) Review and provide input to pre-installation check out procedure
8) Provide input to version configuration required for proper system operation, production testing and configuration management

7.3.1 Software Delivery (O&M)

The Contractor shall provide software deliveries in accordance to subsequent Government-provided Technical Instructions (TIs). In delivering the software, the Contractor shall adhere to the JPM IS Software Deliveries Process, SOP 31 (24 March 2010). Based on the Government’s
subsequent TI to the Contractor, the Contractor shall make a Formal In-Cycle Delivery or a Formal Out-of-Cycle Delivery.

7.3.1.1 Formal In-Cycle Deliveries (O&M)
Upon Government TI, the Contractor shall make Formal In-Cycle Deliveries of maintenance builds to include delivery of Software Items and Technical Documentation described below. Formal deliveries shall include all components of the software, even if no changes have been made to specific components. The Contractor shall ensure that all software and documentation are delivered electronically if possible. If problems arise which prevent electronic delivery (e.g. network outages), or if the size of the software file(s) is too large thereby preventing a successful download, then deliveries should be made via a DVD(s).

As part of a Formal In-Cycle Delivery, the Contractor shall create and update the following software and technical documentation:

- CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
- CDRL A018: Software Test Description (STD)
- CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

- CDRL A011: Software Requirements Specification (SRS)
- CDRL A012: Software Design Description (SDD)
- CDRL A013: Software Version Description (SVD)
- CDRL A014: Interface Design Document (IDD)
- CDRL A015: Software Programmer’s Guide (SPG)
- CDRL A016: System Administrator Manual (SAM)
- CDRL A017: Software User Manual (SUM)
7.3.1.2 Formal Out-Cycle Deliveries (O&M)
In support of Joint and Service specific needs and upon Government TI, the Contractor shall provide a software patch to fix a designated high priority 1 and 2 PCR(s) and technical documentation. Typically, a patch will include only those files that have been changed that represent an upgrade to existing capability and can be installed over the top of an existing program, but this will depend on the nature of the patch and the detail instructions contained within subsequent Government-issued TIs.

As part of a Formal Out-Cycle Delivery, the Contractor shall create and update the following software and technical documentation:

- CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
- CDRL A018: Software Test Description (STD)
- CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

- CDRL A013: Software Version Description (SVD)
- CDRL A022: Engineering Notebook (EN)

7.3.2 Help Desk Support (O&M)
The Contractor shall provide technical Help Desk support to the Government. Available support shall include engineering, system administration, maintenance, and operational user assistance and direction to resolve real or perceived software problems. Support shall include access to include phone, email, and chat capabilities at the appropriate security levels. Support shall be available during normal business hours of 8 am – 4 pm Pacific Time and within 1-hour call back response during all other periods. The Contractor shall provide input to the Government-designated tracking system(s) for any actions taken. The Contractor shall record and document all assistance provided using Government approved tools and processes. While resolving a problem, the Contractor shall provide daily status updates to the Help Desk Manager. Upon problem resolution, the Contractor shall provide a final report to the Help Desk Manager within five (5) days of an assistance event.

7.3.3 Technical Publications and Training Materials (O&M)
The Contractor shall provide support to develop or update classroom curriculum and training materials to accommodate specific software changes made to reflect Joint and Service maintenance updates. To accomplish this subtask, the Contractor shall provide the Government with updates to the System Administrator Manual (SAM) and Software User
Manual (SUM) documenting the administrative, configuration, and user instruction for the JEM software delivered by the Contractor. The Contractor shall provide the following deliverables:

- CDRL A016: System Administrator Manual (SAM)
- CDRL A017: Software User Manual (SUM)

### 7.3.4 Maintain IA Baseline Integrity (O&M)

The Contractor shall ensure that any upgrades or addition of software developed to support Joint and Service specific requirements under this PWS do not compromise the security posture of the JEM software. Any Category 1 and Category 2 findings shall be considered a compromise of the security posture of the JEM software. Category definitions shall be governed by DoDI 8510.01, DoD Information Assurance Certification and Accreditation Process (DIACAP).

### 7.3.5 IA Implementation Plan (O&M)

The Contractor shall implement IA strategies and a validation plan consistent with JEM’s DIACAP Implementation Plan (DIP) in order to support integration of Joint and Service specific upgrades or additions to the JEM baseline software.

### 7.3.6 IA Control Testing and Validation (O&M)

After upgrades or addition of software developed to support Joint and Service specific requirements under this PWS, the Contractor shall demonstrate compliance with the applicable IA controls through performance of a Contractor IA Self Assessment. The Contractor shall evaluate each software end-item against the applicable Security Technical Implementation Guides (STIGs) or checklists as provided in the DIP. Additionally, for STIGs or checklists that are supported by automated test tools, the Contractor shall deliver the test reports generated by the test tools:

- CDRL A021: Information Assurance Test Tool Reports (IATTRs)

### 7.3.7 Follow-on Test and Evaluation Support (O&M)

The Contractor shall support the Government with Follow-on Test & Evaluation (FOT&E) resulting from Joint and Service updates to the existing JEM baseline. FOT&E support will include Contractor delivery of technical SME support, resolution of STR deficiencies, and onsite FOT&E support at a Government system site location as directed by the Government COR to ensure operability of the deliveries made under this order.

### 8. Performance Requirements (FMS)

#### 8.1 Program Management – Foreign Military Sales (FMS)

The Contractor shall define a software development approach appropriate for incorporation of development efforts to support the Foreign Military Sales (FMS) of the JEM software. The Contractor shall document this approach as an amendment to the baseline Software Development Plan (SDP) consistent with the terms of this PWS and SDP CDRL. The Contractor
shall perform all applicable work in accordance with the Contractor’s Government-approved SDP. The Contractor shall provide services for the demonstration of JEM software and assist the Government with the planning and execution of demonstrations in support of Foreign Military Sales (FMS). The Contractor shall provide technical and engineering expertise to demonstrate the JEM system, system components and pre-release products as authorized by the COR.

8.2 Configuration Management (FMS)
The Contractor shall implement a configuration management strategy for FMS updates to the fielded JEM system that is consistent with the JPM IS Standard Operating Procedures listed in Section 4. The Contractor shall implement a mechanism for recording, tracking, and reporting the status of Configuration Items (CIs) in order to ensure a stability and predictability as updates are developed, tested, and delivered to the government.

8.3 Fielded System FMS Support (FMS)
The Contractor shall provide the FMS software updates and maintenance support of the JEM software. Software maintenance shall be performed in accordance with the most recent product baseline established by and approved by the Government. Additionally, the Contractor shall:

1) Review and provide input to Government-developed Change Requests
2) Develop Change Requests
3) Review and provide input to system configuration
4) Review and provide input to software load procedures
5) Review and provide input to production and installation drawings and documentation
6) Review and provide input to System problem resolution
7) Review and provide input to pre-installation check out procedure
8) Provide input to version configuration required for proper system operation, production testing and configuration management

8.3.1 Software Delivery (FMS)
The Contractor shall provide software deliveries in accordance to subsequent Government-provided Technical Instructions (TIs). In delivering the software, the Contractor shall adhere to the JPM IS Software Deliveries Process, SOP 31 (24 March 2010). Based on the Government’s subsequent TI to the Contractor, the Contractor shall make a Formal In-Cycle Delivery or a Formal Out-of-Cycle Delivery.

8.3.1.1 Formal In-Cycle Deliveries (FMS)
Upon Government TI, the Contractor shall make Formal In-Cycle Deliveries of FMS builds to include delivery of Software Items and Technical Documentation described below. Formal deliveries shall include all components of the software, even if no changes have been made to specific components. The Contractor shall ensure that all software and documentation are delivered electronically if possible. If problems arise which prevent electronic delivery (e.g. network outages), or if the size of the software file(s) is too large thereby preventing a successful download, then deliveries should be made via a DVD(s).
As part of a Formal In-Cycle Delivery, the Contractor shall create and update the following software and technical documentation:

- CDRL A010: Software Product Specification (SPS) (Software Code Deliverables)
- CDRL A018: Software Test Description (STD)
- CDRL A020: Software Test Report (STR)

Additionally, the Contractor shall provide updates to the following JEM technical documentation when required to maintain the accuracy of the document:

- CDRL A011: Software Requirements Specification (SRS)
- CDRL A012: Software Design Description (SDD)
- CDRL A013: Software Version Description (SVD)
- CDRL A014: Interface Design Document (IDD)
- CDRL A015: Software Programmer’s Guide (SPG)
- CDRL A016: System Administrator Manual (SAM)
- CDRL A017: Software User Manual (SUM)
- CDRL A022: Engineering Notebook (EN)

8.3.1.2 Formal Out-Cycle Deliveries (FMS)

In support of FMS customers and upon Government TI, the Contractor shall provide a software patch to fix a designated high priority 1 and 2 PCR(s) and technical documentation. Typically, a patch will include only those files that have been changed and can be installed over the top of an existing program, but this will depend on the nature of the patch and the detail instructions contained within subsequent Government-issued TIs.

As part of a Formal Out-Cycle Delivery, the Contractor shall create and update the following software and technical documentation:
8.3.2 Help Desk Support (FMS)
The Contractor shall provide technical Help Desk support to the Government for FMS customers on an as requested basis. Available support shall include engineering, system administration, maintenance, and operational user assistance and direction to resolve real or perceived software problems. Support shall include access to include phone, email, and chat capabilities at the appropriate security levels. Support shall be available during normal business hours of 8 am – 4 pm Pacific Time and within 1-hour call back response during all other periods. The Contractor shall provide input to the Government-designated tracking system(s) for any actions taken. The Contractor shall record and document all assistance provided using Government approved tools and processes. While resolving a problem, the Contractor shall provide daily status updates to the Help Desk Manager. Upon problem resolution, the Contractor shall provide a final report to the Help Desk Manager within five (5) days of an assistance event.

8.3.3 Maintain IA Baseline Integrity (FMS)
The Contractor shall ensure that the any upgrades or addition of software developed to support FMS under this PWS does not compromise the security posture of the JEM software. Any Category 1 and Category 2 findings shall be considered a compromise of the security posture of the JEM software. Category definitions shall be governed by DoDI 8510.01, DoD Information Assurance Certification and Accreditation Process (DIACAP).

8.3.4 IA Implementation Plan (FMS)
The Contractor shall implement IA strategies and a validation plan consistent with JEM’s DIACAP Implementation Plan (DIP) in order to support upgrades integration of FMS upgrades or additions to the JEM baseline software.

8.3.5 IA Control Testing and Validation (FMS)
After upgrades or addition of software developed to support FMS under this PWS, the Contractor shall demonstrate compliance with the applicable IA controls through performance of a Contractor IA Self Assessment. The Contractor shall evaluate each software end-item against the applicable Security Technical Implementation Guides (STIGs) or checklists as
SOURCE SELECTION INFORMATION: See FAR 2.101 & 3.104

JEM Increment 1 PWS (10 August 2011)
Revised 21 May 2012

provided in the DIP. Additionally, for STIGs or checklists that are supported by automated test tools, the Contractor shall deliver the test reports generated by the test tools:

CDRL A021: Information Assurance Test Tool Reports (IATTRs)

8.3.6 Test and Evaluation Support (FMS)
The Contractor shall support the Government with Test & Evaluation (T&E) resulting from FMS updates to the JEM baseline. T&E support will include Contractor delivery of technical SME support, resolution of STR deficiencies, and onsite T&E support at a Government system site location as directed by the Government COR to ensure operability of the deliveries made under this order.

9. Deliverables

9.1 Contractor Employee Identification

For all services provided by the Contractor under this PWS and associated Delivery Order, the Contractor’s employees shall identify themselves as contractor personnel by introducing themselves or being introduced as contractor personnel and displaying and wearing distinguishing badges or other visible identification for meetings with Government personnel and when performing on Government site. Additionally, the Contractor’s personnel shall appropriately identify themselves as contractor employees in telephone conversations, in email, and in formal and informal written correspondence.

9.2 Common Access Cards (CACs)

The Government will provide NMCI Common Access Cards (CACs) for the performance of this Delivery Order. The Contractor Program Manager (PM) or Facility Security Officer (FSO) is responsible for notifying the Government COR and the Trusted Agent (TA) when an employee who has been issued a CAC leaves the Company or transfers to another Program/Project. In the case of an employee who no longer works for the Company, the Company must collect the CAC and turn it over to the TA with-in 2 working days of the employee's departure. In the case of an employee still retained by the company transferring to another Program/Project with-in SPAWAR, the company will notify the COR and the TA with-in 2 working days so the TA can transfer the TA responsibilities to the new TA vice revoking and issuing a new CAC.

9.3 Deliverable Products

The Contractor shall provide deliverables in accordance with the CDRL requirements of this contract. In addition, the Contractor shall provide technical materials, briefing reports and management plans within the timeframe assigned by the GCCS-M GL COR. Acceptance of CDRLs will be determined by the COR.

The Contractor shall provide soft copy distribution of data items as specified in the contract CDRLs (DD Form 1423) via upload to the Government Naval Systems Engineering Resource
Center (NSERC) website. If use of NSERC is not feasible, an alternate Government-owned collaboration site will be identified by the Government and briefed at the Post-Award Conference (PAC). The NSERC workspace or alternate collaboration site will operate at the unclassified level and allow access to real-time business and technical data.

The deliverables outlined in this PWS are detailed in the accompanying CDRLs, and listed below:

<table>
<thead>
<tr>
<th>CDRL #</th>
<th>Title</th>
<th>Acronym</th>
<th>Data Rights</th>
<th>PWS Section</th>
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<tr>
<td>A001</td>
<td>Quarterly Status Report</td>
<td>QSR</td>
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<td>A002</td>
<td>Briefing Materials</td>
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<td>A003</td>
<td>Contract Work Breakdown Structure</td>
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<td>A004</td>
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<td>SEMP</td>
<td>UR</td>
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<td>Software Development Plan</td>
<td>SDP</td>
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<td>A006</td>
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<td>A009</td>
<td>Integrated Master Schedule</td>
<td>IMS</td>
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<td>UR</td>
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<td>A011*</td>
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<td>Software Programmer’s Guide</td>
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SOURCE SELECTION INFORMATION: See FAR 2.101 & 3.104
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<th>A021</th>
<th>Information Assurance Test Tool Reports</th>
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<td>A022*</td>
<td>Engineering Notebook</td>
<td>EN</td>
<td>UR</td>
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<td>A023</td>
<td>Trip Reports</td>
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</table>

*Requires Updates to Existing JEM Documentation

Unless otherwise directed, all deliverables under this PWS shall be delivered to the following address:

Joint Project Manager Information Systems Office (JPM IS)
4301 Pacific Highway, Building OT-1
San Diego, CA 92110-3127
Attn: JEM Increment 1 Contracting Officer Representative

10. Government Furnished Information (GFI)
Upon request, the Government may provide access to Government facilities and equipment. It will also provide the following items as GFI at request for the completion of this task:

1) JEM Increment I source, object, and executables and all applicable and appropriate documentation.
2) JEM Increment I Software Developer’s Kit
3) Joint Mission Needs Statement for DoD CBRN Defense
4) 28 May 2004 JEM ORD
5) JEM Increment 1 Capability Production Document (CPD)
6) The JEM IMAR & additional supplemental reports
7) Current JWARN source, object and executables, and all applicable documentation
8) Current and future versions of HPAC to include executables, source code and available Software User’s Manuals, SDD, STD, and V&V plans/reports
9) Current and future versions of VLSTRACK to include executables, source code and available Software User’s Manuals, SDD, STD, and V&V plans/reports
10) JEM Security Classification Guide (or applicable security classification guidance)
11) GCCS-M/J/A/AF, JTCW, BCCS, CJMTK compliance materials and software development toolkits and documentation
12) JPM IS Baseline Integrated Master Schedule (IMS)
13) Verification test case referents to maintain the V&V chain, as well as the Plume Comparator (i.e., the Pluminator)
11. **Travel**  
The Contractor shall travel to Government facilities in San Diego, CA as may be required for the Contractor’s performance under this PWS. For all required travel outside the San Diego area, the Contractor shall deliver Trip Reports in accordance with CDRL identified below. All travel shall be reimbursed for actual costs at rates NTE those established in the Federal Travel Regulation, or otherwise best available coach rates.

The Contractor shall provide the following deliverable:

CDRL B022: Contractor Trip Reports (CTRs)

12. **Navy Marine Core Intranet (NMCI)**  
The nature of this task does not require the contractor to procure NMCI seats for personnel working at the contractor site.

13. **Place of Performance**  
The places of performance for this task are the following:

1) Contractor Facilities  
2) SPAWAR Systems Center, San Diego, CA

14. **Period of Performance**  
The period of performance for this Task Order is five years (one base year and four option years).

15. **Performance Standards**  
The Task Order Quality Assurance Surveillance Plan (QASP) will be used to monitor performance.

Performance standards (unless otherwise specified):

- Performance – Deliverables fully coordinated among stakeholders; efforts enhance JEM Incr 1 sustainment objectives;

- Timeliness – Meets required deadlines or schedules assigned by the Government Requestor; documentation submitted to the Government Requestor in sufficient time for review and approval;

- Quality – Deliverables based on properly coordinated efforts; deliverables produced in the Government Requestor approved format; technically and factually correct; accurate, complete and free of grammatical, typographical and spelling errors; satisfies intended purpose.
16. **Security**

Most requirements of this PWS will be met at or below the SECRET level; however, some of the tasks require access to SECRET, TOP SECRET and Sensitive Compartmented Information (SCI) at Government and other designated Contractor facilities. The Contractor will also be required to attend meetings classified at the SECRET, TOP SECRET and SCI level. TS/SCI access may be required to enter command centers (e.g., STRATCOM), to gather user requirements, troubleshooting JEM implementation on Command and Control (C2) Systems and other specialized restricted networks. TS/SCI access may also include exposure to sensitive emerging threat information. Critical Nuclear Weapons Design Information (CNWDI) may be discussed and implemented in classified components of the JEM software. 5 personnel will require a TOP SECRET clearance with eligibility to access SCI, documentation, classified message traffic, attend meetings, and access to classified laboratories and the SCI Facility (SCIF) as required. The Contractor may be required to access SIPRNet at Government locations where work is being performed.

If foreign travel is required, all outgoing Country/Theater clearance message requests shall be submitted to the SSC Pacific foreign travel team, OTC2, Room 1656 for action. A Request for Foreign Travel form shall be submitted for each traveler, in advance of the travel to initiate the release of a clearance message at least 35 days in advance of departure. Each Traveler must also submit a Personal Protection Plan and have a Level 1 Antiterrorism/Force Protection briefing within one year of departure and a country specific briefing within 90 days of departure.

The SSC Pacific NATO Control Officer/Alternate has reviewed the requirement supporting this contractual obligation and ...

All work is to be performed in accordance with DoD and Navy Operations Security (OPSEC) requirements and in accordance with the OPSEC attachment to the DD254.