

**UNITED STATES TRANSPORTATION COMMAND
(USTRANSCOM)**

**Contract No. HTC711-07-D-0008
(RFTOP 07-03)
Awarded to Unisys Corporation**

**USTRANSCOM Distribution Process Owner –
Senior Level-Support**

1 October 2007

file copy

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER F3ST947151A001		PAGE 1 OF 24	
2. CONTRACT NO. HTC711-07-D-0008		3. AWARD/EFFECTIVE DATE 01-Oct-2007		4. ORDER NUMBER 0002		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)	
9. ISSUED BY USTRANSCOM COMMAND ACQUISITION 508 SCOTT DR SCOTT AFB IL 62225-5357 TEL: 618-256-4300 FAX: 618-256-9600		CODE HTC711		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFO <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
12. DISCOUNT TERMS Net 30 Days		15. DELIVER TO CODE		16. ADMINISTERED BY CODE			
SEE SCHEDULE		SEE ITEM 9					
17a. CONTRACTOR/OFFEROR UNISYS CORPORATION (b)(6) 11720 PLAZA AMERICA DRIVE TOWER III RESTON VA 20190-4757 TEL: 703-439-5426		CODE 4W798 FACILITY CODE 4W798		18a. PAYMENT WILL BE MADE BY DEFENSE FINANCE AND ACCOUNTING SERVICE ATTN: DFAS-BAASD/CC PO BOX 369020 COLUMBUS OH 43236-9020 CODE F67100			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		<input type="checkbox"/> 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE						
25. ACCOUNTING AND APPROPRIATION DATA See Schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$876,705.12	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3, 52.212-5 ARE ATTACHED.				ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED.				ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) Lisa A. Gross		31c. DATE SIGNED 01-Oct-2007	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Lisa A. Gross / Contracting Officer TEL: 618-256-4300 EMAIL: Lisa.Gross@ustrancom.mil			

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION IS NOT USABLE

STANDARD FORM 1449 (REV 4/2002)
Prescribed by GSA
FAR (48 CFR) 53.212

FOIA 09-10
(b)(4) & (b)(6)

Atch 1

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)					PAGE 2 OF 24	
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT	
	SEE SCHEDULE					
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____						
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER	
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL						
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY				
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (Print)				
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		42b. RECEIVED AT (Location)				
		42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS		

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		12	Months	\$41,516.18	\$498,194.11

DPO Sr-Level Support - Task Areas 1-3
FFP

Base Period - DPO Sr-Level Support: contract level and task order management; planning, coordination, and execution of DPO and related forums; and DPO website gatekeeper and champion support. Period of Performance: 01 October 2007 - 30 September 2008.

FOB: Destination

SIGNAL CODE: A

NET AMT

\$498,194.11

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101			Months		

Funding for Tasks 1-3
FFP

DPO Integ. Funding for Base Period - DPO Sr-Level Support: contract level and task order management; planning, coordination, and execution of DPO and related forums; and DPO website gatekeeper and champion support. Period of Performance: 01 October 2007 - 30 September 2008.

FOB: Destination

MILSTRIP: F3ST947151A001

PURCHASE REQUEST NUMBER: F3ST947151A001

SIGNAL CODE: A

NET AMT

\$0.00

ACRN AA

CIN: F3ST947151A0010000AA

\$498,194.11

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		12	Months	\$15,145.73	\$181,748.72

DPO Sr-Level Support - Task Area 4

FFP

Base Period - DPO Sr-Level Support: DPO/USTRANSCOM Briefing

Development and Configuration Management. Period of Performance: 01 October 2007 - 30 September 2008.

FOB: Destination

SIGNAL CODE: A

NET AMT	\$181,748.72
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201			Months		

Funding for Task 4

FFP

TCPA Funding for Base Period - DPO Sr-Level Support: DPO/USTRANSCOM

Briefing Development and Configuration Management. Period of Performance: 01 October 2007 - 30 September 2008.

FOB: Destination

MILSTRIP: F3ST947151A001

PURCHASE REQUEST NUMBER: F3ST947151A001

SIGNAL CODE: A

NET AMT	\$0.00
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ACRN AB

CIN: F3ST947151A0010000AB

\$181,748.72

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		12	Months	\$15,896.86	\$190,762.29

DPO Sr-Level Support - Opt. Task Area 5

FFP

Base Period - DPO Sr-Level Support: OPTIONAL - planning and execution of visits by external organizations and visit/conference book events. Period of performance: 01 October 2007 - 30 September 2008.

FOB: Destination

SIGNAL CODE: A

NET AMT	\$190,762.29
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301			Months		

Funding for Opt. Task 5

FFP

DPO Integ. Funding for Base Period - DPO Sr-Level Support: OPTIONAL - planning and execution of visits by external organizations and visit/conference book events. Period of performance: 01 October 2007 - 30 September 2008.

FOB: Destination

MILSTRIP: F3ST947151A001

PURCHASE REQUEST NUMBER: F3ST947151A001

SIGNAL CODE: A

NET AMT	\$0.00
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ACRN AA

CIN: F3ST947151A0010000AA

\$190,762.29

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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0004

Dollars,
U.S.

Travel in Support of Tasks 1-3 & 5

COST

Base Period Travel in Support of Tasks 1-3 & 5 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2008.

FOB: Destination

SIGNAL CODE: A

ESTIMATED COST

\$2,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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000401

Lot

Funding for Travel, Tasks 1-3 & 5

COST

DPO Integ. Funding for Base Period Travel in Support of Tasks 1-3 & 5 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2008.

FOB: Destination

MILSTRIP: F3ST947151A001

PURCHASE REQUEST NUMBER: F3ST947151A001

SIGNAL CODE: A

ESTIMATED COST

\$0.00

ACRN AA

\$2,000.00

CIN: F3ST947151A0010000AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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0005

Dollars,
U.S.

Travel in Support of Task 4
COST

Base Period Travel in Support of Task 4 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2008.

FOB: Destination

SIGNAL CODE: A

ESTIMATED COST

\$4,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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000501

Lot

Funding for Travel, Task 4
COST

TCPA Funding for Base Period Travel in Support of Task 4 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2008.

FOB: Destination

MILSTRIP: F3ST947151A001

PURCHASE REQUEST NUMBER: F3ST947151A001

SIGNAL CODE: A

ESTIMATED COST

\$0.00

ACRN AB

\$4,000.00

CIN: F3ST947151A0010000AB

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001		12	Months	\$42,792.18	\$513,506.16

OPTION

DPO Sr-Level Support - Task Areas 1-3

FFP

Option Period 1- DPO Sr-Level Support: contract level and task order management; planning, coordination, and execution of DPO and related forums; and DPO website gatekeeper and champion support. Period of Performance: 01 October 2008 - 30 September 2009.

FOB: Destination

SIGNAL CODE: A

NET AMT

\$513,506.16

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002		12	Months	\$15,611.23	\$187,334.80

OPTION

DPO Sr-Level Support - Task Area 4

FFP

Option Period 1- DPO Sr-Level Support: DPO/USTRANSCOM Briefing Development and Configuration Management. Period of Performance: 01 October 2008 - 30 September 2009.

FOB: Destination

SIGNAL CODE: A

NET AMT

\$187,334.80

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1003		12	Months	\$16,635.81	\$199,629.76

OPTION

DPO Sr-Level Support - Opt. Task Area 5
FFP

Option Period 1 - DPO Sr-Level Support: OPTIONAL - planning and execution of visits by external organizations and visit/conference book events. Period of performance: 01 October 2008 - 30 September 2009.

FOB: Destination

SIGNAL CODE: A

NET AMT

\$199,629.76

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004			Dollars, U.S.		

OPTION

Travel in Support of Tasks 1-3 & 5
COST

Option Period 1 Travel in Support of Tasks 1-3 & 5 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2009.

FOB: Destination

SIGNAL CODE: A

ESTIMATED COST

\$2,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1005			Dollars, U.S.		
OPTION	Travel in Support of Task 4 COST				
	Option Period 1 Travel in Support of Task 4 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2009. FOB: Destination SIGNAL CODE: A				
				ESTIMATED COST	\$4,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001		12	Months	\$44,174.72	\$530,096.64
OPTION	DPO Sr-Level Support - Task Areas 1-3 FFP				
	Option Period 2 - DPO Sr-Level Support: contract level and task order management; planning, coordination, and execution of DPO and related forums; and DPO website gatekeeper and champion support. Period of Performance: 01 October 2009 - 30 September 2010. FOB: Destination SIGNAL CODE: A				

NET AMT

\$530,096.64

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002		12	Months	\$16,115.60	\$193,387.17
OPTION	DPO Sr-Level Support - Task Area 4 FFP Option Period 2 - DPO Sr-Level Support: DPO/USTRANSCOM Briefing Development and Configuration Management. Period of Performance: 01 October 2009 - 30 September 2010. FOB: Destination SIGNAL CODE: A				

NET AMT	\$193,387.17
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2003		12	Months	\$17,342.69	\$208,112.31
OPTION	DPO Sr-Level Support - Opt. Task Area 5 FFP Option Period 2 - DPO Sr-Level Support: OPTIONAL - planning and execution of visits by external organizations and visit/conference book events. Period of performance: 01 October 2009 - 30 September 2010. FOB: Destination SIGNAL CODE: A				

NET AMT	\$208,112.31
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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2004			Dollars, U.S.		
OPTION	Travel in Support of Tasks 1-3 & 5 COST Option Period 2 Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2010. FOB: Destination SIGNAL CODE: A				
				ESTIMATED COST	\$2,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2005			Dollars, U.S.		
OPTION	Travel in Support of Task 4 COST Option Period 2 Travel in Support of Task 4 - DPO Sr-Level Support: Travel will be at the direction of the Government. The contractor shall be reimbursed for travel expenses in accordance with the limitations of the Joint Travel Regulation (JTR). All travel to be completed by 30 September 2010. FOB: Destination SIGNAL CODE: A				
				ESTIMATED COST	\$4,000.00

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	Government
000101	Destination	Government	Destination	Government
0002	N/A	N/A	N/A	Government
000201	Destination	Government	Destination	Government
0003	N/A	N/A	N/A	Government
000301	Destination	Government	Destination	Government

0004	N/A	N/A	N/A	Government
000401	Destination	Government	Destination	Government
0005	N/A	N/A	N/A	Government
000501	Destination	Government	Destination	Government
1001	N/A	N/A	N/A	Government
1002	N/A	N/A	N/A	Government
1003	N/A	N/A	N/A	Government
1004	N/A	N/A	N/A	Government
1005	N/A	N/A	N/A	Government
2001	N/A	N/A	N/A	Government
2002	N/A	N/A	N/A	Government
2003	N/A	N/A	N/A	Government
2004	N/A	N/A	N/A	Government
2005	N/A	N/A	N/A	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-OCT-2007 TO 30-SEP-2008	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
000101	POP 01-OCT-2007 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2007 TO 30-SEP-2008	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
000201	POP 01-OCT-2007 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2007 TO 30-SEP-2008	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
000301	POP 01-OCT-2007 TO 30-SEP-2008	N/A	N/A FOB: Destination	

0004	POP 01-OCT-2007 TO 30-SEP-2008	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
000401	POP 01-OCT-2007 TO 30-SEP-2008	N/A	N/A FOB: Destination	
0005	POP 01-OCT-2007 TO 30-SEP-2008	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
000501	N/A	N/A	N/A	N/A
1001	POP 01-OCT-2008 TO 30-SEP-2009	N/A	USTC/J5 SCHAEFER, PHYLLIS 702 SOUTH SCOTT DR, BLDG 1961 SCOTT AFB IL 62225-5357 618-229-1575 FOB: Destination	F3ST94
1002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
1003	POP 01-OCT-2008 TO 30-SEP-2009	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
1004	POP 01-OCT-2008 TO 30-SEP-2009	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
1005	POP 01-OCT-2008 TO 30-SEP-2009	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
2001	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
2002	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
2003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
2004	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94
2005	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST94

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930.FD50 6F8 70AB 124000 G52X01 59290 000000 667100 F67100

AMOUNT: \$690,956.40

CIN F3ST947151A0010000AA: \$690,956.40

AB: 97X4930.FD50 6F8 70AB 124000 G001B0 000000 667100 F67100

AMOUNT: \$185,748.72

CIN F3ST947151A0010000AB: \$185,748.72

CLAUSES INCORPORATED BY REFERENCE

52.204-2	Security Requirements	AUG 1996
52.222-50	Combating Trafficking in Persons	AUG 2007
52.232-18	Availability Of Funds	APR 1984
252.232-7003	Electronic Submission of Payment Requests	MAR 2007

CLAUSES INCORPORATED BY FULL TEXT

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 36 months.

(End of clause)

5352.204-9000 NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY AND VISITOR GROUP
SECURITY AGREEMENTS (APR 2003)

This contract contains a DD Form 254, DOD Contract Security Classification Specification, and requires performance at a government location in the U.S. or overseas. Prior to beginning operations involving classified information on an installation identified on the DD Form 254, the contractor shall take the following actions:

(a) At least thirty days prior to beginning operations, notify the security police activity shown in the distribution block of the DD Form 254 as to:

- (1) The name, address, and telephone number of this contract company's representative and designated alternate in the U.S. or overseas area, as appropriate;
- (2) The contract number and military contracting command;
- (3) The highest classification category of defense information to which contractor employees will have access;
- (4) The Air Force installations in the U.S. (in overseas areas, identify only the APO number(s)) where the contract work will be performed;
- (5) The date contractor operations will begin on base in the U.S. or in the overseas area;
- (6) The estimated completion date of operations on base in the U.S. or in the overseas area; and,
- (7) Any changes to information previously provided under this clause.

This requirement is in addition to visit request procedures contained in DOD 5220.22-M, National Industrial Security Program Operating Manual.

(b) Prior to beginning operations involving classified information on an installation identified on the DD Form 254 where the contractor is not required to have a facility security clearance, the contractor shall enter into a Visitor Group Security Agreement (or understanding) with the installation commander to ensure that the contractor's security procedures are properly integrated with those of the installation. As a minimum, the agreement shall identify the security actions that will be performed:

- (1) By the installation for the contractor, such as providing storage and classified reproduction facilities, guard services, security forms, security inspections under DOD 5220.22-M, classified mail services, security badges, visitor control, and investigating security incidents; and
- (2) Jointly by the contractor and the installation, such as packaging and addressing classified transmittals, security checks, internal security controls, and implementing emergency procedures to protect classified material.

(End of clause)

5352.242-9000 CONTRACTOR ACCESS TO AIR FORCE INSTALLATIONS (JUN 2002)

(a) The contractor shall obtain base identification and vehicle passes for all contractor personnel who make frequent visits to or perform work on the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display installation identification badges or contractor-furnished, contractor identification badges while visiting or performing work on the installation.

(b) The contractor shall submit a written request on company letterhead to the contracting officer listing the following: contract number, location of work site, start and stop dates, and names of employees and subcontractor employees needing access to the base. The letter will also specify the individual(s) authorized to sign for a request for base identification credentials or vehicle passes. The contracting officer will endorse the request and forward it to the issuing base pass and registration office or security police for processing. When reporting to the registration office, the authorized contractor individual(s) should provide a valid driver's license, current vehicle registration, and a valid vehicle insurance certificate to obtain a vehicle pass.

(c) During performance of the contract, the contractor shall be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site.

(d) When work under this contract requires unescorted entry to controlled or restricted areas, the contractor shall comply with AFI 31-101, Volume 1, The Air Force Installation Security Program, and AFI 31-501, Personnel Security Program Management, as applicable.

(e) Upon completion or termination of the contract or expiration of the identification passes, the prime contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office.

(f) Failure to comply with these requirements may result in withholding of final payment. (End of clause)

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
Attachment 1	DD254		

ADMINISTRATIVE MATTERS

A. ADMINISTRATIVE POINT OF CONTACT:

Contract Administrator

Deborah Young

USTC/TCAQ

PHONE: 618-256-9602

FAX: 618-256-9600

E-MAIL: deborah.young@ustranscom.mil

Contracting Officer

William Rachal

USTC/TCAQ

PHONE: 618-256-6257

FAX: 618-256-9600

E-MAIL: william.rachal@ustranscom.mil

B. CONTRACTING OFFICER'S REPRESENTATIVE

USTRANSCOM/TC-J5/4

ATTN: Ms. Phyllis Schaefer

PHONE: 618-229-1575

E-Mail: phyllis.schaefer@ustranscom.mil

C. This is a Firm-Fixed Price task order.

D. The Contractor's proposal dated 8 August 2007 is incorporated into this task order by reference. In the event of inconsistencies between the Performance Work Statement and the Contractor's Technical Quote, the provisions of the PWS will take precedence.

E. INVOICE AND PAYMENT

The Contractor shall submit invoices in accordance with DFARS 252.232-7003, Electronic Submission of Invoices. The Contractor shall utilize Wide Area Work Flow (WAWF) for the creation of electronic receiving reports (DD Form 250) and electronic invoices. The WAWF routing information is incorporated herein. The contractor should utilize the "Combo" document generation option in WAWF.

F. Blocks 25 and 26. The total amount of this task order for the base year, not including optional Task 5, is \$685,942.83. The total contract value, including the base year plus 2 options years, is \$2,720,771.96.

G. DD 254 is hereby incorporated as Attachment 1.

WAWF INSTRUCTIONS

WIDE AREA WORKFLOW – RECEIPT AND ACCEPTANCE (WAWF-RA) ELECTRONIC RECEIVING REPORT AND INVOICING INSTRUCTIONS

IN ACCORDANCE WITH DFARS 232.7002, USE OF ELECTRONIC PAYMENT REQUESTS IS MANDATORY. USE OF WAWF WILL SPEED UP YOUR PAYMENT PROCESSING TIME AND ALLOW YOU TO MONITOR YOUR PAYMENT STATUS ONLINE. THERE ARE NO CHARGES OR FEES TO USE WAWF.

Requests for payments must be submitted electronically via the Internet through the Wide Area WorkFlow – Receipt and Acceptance (WAWF-RA) system at <https://wawf.eb.mil>.

Questions concerning payment should be directed to the Defense Finance Accounting Services (DFAS) Limestone at (800) 756-4571 or faxed to (866) 392-7971 or e-mailed to cco-af-vpis@dfas.mil. Please have your order number and invoice number ready when contacting DFAS about payment status. You can also access payment information using the DFAS myInvoice web site at <https://myinvoice.csd.disa.mil/index.html>

THE FOLLOWING CODES WILL BE REQUIRED TO ROUTE YOUR RECEIVING REPORTS, INVOICES AND ADDITIONAL E-MAILS CORRECTLY THROUGH WAWF.

CONTRACT NUMBER:	HTC711-07-D-0008
DELIVERY ORDER NUMBER:	0002
TYPE OF DOCUMENT:	Invoice and Receiving Report (Combo)
CAGE CODE:	4W798
ISSUE BY DODAAC:	HTC711
ADMIN DODAAC:	HTC711
INSPECT BY DODAAC:	
SERVICE ACCEPTOR / SHIP TO:	F3ST94
PAY OFFICE DODAAC:	F67100

SEND MORE E-MAIL NOTIFICATIONS:

CONTRACT ADMINISTRATOR:

CONTRACTING OFFICER:

ADDITIONAL NOTIFICATION:

PERFORMANCE WORK STATEMENT

**UNITED STATES TRANSPORTATION COMMAND
DPO SENIOR-LEVEL SUPPORT
PERFORMANCE WORK STATEMENT
27 July 2007**

SECTION 1. DESCRIPTION OF SERVICES

1.1 Background: USTRANSCOM's designation as the Distribution Process Owner (DPO) is to oversee the overall effectiveness, efficiency, and alignment of DoD-wide distribution activities, including force projection, sustainment, and redeployment / retrograde operations. With USTRANSCOM's role as DPO, it is tasked with transforming global distribution processes during peacetime, contingencies, crisis and war. In order to facilitate this change within DoD, USTRANSCOM orchestrates collaboration between Office of the Secretary of Defense (OSD), the Services, Combatant Commanders, Agencies, Industry, and other stakeholders. To accomplish this mandate, a management structure has been established to prioritize and implement improvements to the DOD's distribution system. The key elements of this management structure are the DPO Executive Board (DEB), chaired by Commander, USTRANSCOM; Distribution Transformation Task Force (DTTF), chaired by Deputy Commander, USTRANSCOM; and the Distribution Steering Group (DSG), jointly chaired by USTRANSCOM Director of Strategy, Policy, Programs, and Logistics (TCJ5/4), Defense Logistics Agency (DLA J-3), and USTRANSCOM Director of Command, Control, Communications, and Computer Systems (TCJ6).

1.2 Description of Services: PWS contains requirements to provide USTRANSCOM with senior level expertise in the form of planning and executing DPO and related forums in support of the USTRANSCOM DPO Program Management Office. These tasks include planning and coordinating with appropriate DOD, Agencies and commercial partners, as appropriate, to include orchestration of all DPO and Force-centric Logistics Enterprise (FLE)-related forums, Component Commander's Conference (CCC), and select NDTA forums; update DPO website; maintain and orchestrate DPO/USTRANSCOM briefings; and execution of visits and conference books. The specific tasks are:

- Task Area 1: Contract Level and Task Order Management
- Task Area 2: Planning, Coordination, and Execution of DPO and Related Forums
- Task Area 3: DPO Website Gatekeeper and "Champion" Support
- Task Area 4: DPO/USTRANSCOM Briefing Development & Configuration Management

Task Area 5: Planning and Execution of Visits by External Organizations and Visit/Conference Book Events

1.3 Specific Tasks:

1.3.1 Task Area 1: Contract Level and Task Order Management

This task consists of functional activities relating to administration and management of this effort. The contractor shall provide program management of contractor personnel performing tasks in this order. The contractor shall designate a principal point of contact for technical issues.

The contractor shall provide a centralized program management capability at contractor site. This function shall encompass administrative, clerical, documentation and related functions that provide general support for the program.

The contractor shall provide support by preparing documents such as briefings, point papers, and meeting minutes related to status of the performance of this task order.

1.3.1.1 Task Order Management Plan. Contractor shall provide a task order management plan describing functional approach, organizational and financial resources, supporting organizational structure and management controls that contractor will employ in accordance with tasks and deliverables in this PWS. Draft plan shall be submitted within 15 days of award. Government will have 10 days to review plan and provide comments. Contractor shall have five days from receipt of Government comments to submit final plan.

1.3.1.2 Monthly Status Report (MSR). MSR outlines current funding status and a brief synopsis of efforts completed, deliverables provided, and conferences and trips conducted/attended during reporting period. MSR is due monthly within the first five working days of each month.

1.3.1.3 In Progress Review (IPR). Contractor shall meet with Functional Manager/Contracting Officer Representative (COR) monthly or periodically as COR may require, to discuss any problems with current tasks, assignment of future tasks, and to obtain government decisions or guidance necessary to contractor performance. IPR is as required but could be performed as often as monthly.

1.3.2 Task Area 2: Planning, Coordination, and Execution of DPO and Related Forums

This task consists of functional activities relating to successfully planning, coordinating, and executing necessary actions for DPO and related forums. Contractor shall provide senior level expertise to plan, coordinate and execute necessary actions for executive, senior, and working-level forums, such as, but not limited to, DEB, DTF, DSG, Joint Logistics Board (JLB), Supply Chain Capabilities Group (SCCG), Component Commanders' Conference (CCC), DPO VTCs, and NDTA Transportation Advisory Board, Board of Directors, and annual forum. The contractor shall, in accordance with current USTRANSCOM standards, identify and coordinate locations; coordinate senior and executive level participation; collect, consolidate, and/or prepare briefing slides; distribute read-aheads to participants; coordinate VTC and teleconference capability, when required; and prepare official minutes. Contractor shall keep a record of all applicable DPO forum files (e.g. read-aheads, minutes) on designated areas within USTRANSCOM network server and DPO website, as applicable.

1.3.2.1 DPO and Related Forums and Minutes. As required, actions and analysis to plan and execute DPO and related forums. Contractor shall provide official minutes of all forums planned and executed,

including action items. Report shall address activities required to plan, coordinate, and execute forums listed in Task Area 1.3.2 and any issues. Report shall be submitted as Attachment 1 to MSR.

1.3.3 Task Area 3: DPO Website Gatekeeper and "Champion" Support

The contractor shall perform tasks of DPO website gatekeeper and maintain most current and accurate DPO information on website. Contactor shall integrate information and outcomes resulting from Para. 1.3.2 tasks and maintain a master schedule of events and deliverables for posting to DPO website. The contractor, as DPO website gatekeeper, shall "champion" web site, through thorough review and analysis of current DPO events, issues, links and calendars; monitoring of subscriptions, questions, etc.; and proactive measures to ensure all DPO website information (e.g. pictures, briefings, articles, etc) are up-to-date. Contractor shall monitor the website daily for user feedback and comments and outdated information. Contractor shall be responsible for identifying and aggregating relevant and timely content for publication into DPO portal through interfaces developed by TCJ6 Web Shop.

1.3.3.1 As required, updates to DPO website.

1.3.3.2 DPO Website Report. Report shall address website updates and actions resulting from 1.3.2 and daily website monitoring. Report shall be submitted as Attachment 2 to MSR.

1.3.4 Task Area 4: DPO/USTRANSCOM Briefing Development & Configuration Management

The contractor shall provide configuration management of all DPO-related briefings managed by TCPA. This includes developing/updating briefings and maintaining a centralized repository (location to be determined by Government) of the most current USTRANSCOM and DPO-related briefings with the capability to produce briefings, as required, on a variety of USTRANSCOM and DPO forums. As part of configuration control, the contractor, as the DPO website "champion" shall ensure that the most current briefings, as appropriate, are on the DPO website. Briefings that are contractor-prepared shall carry markings that identify them as being contractor produced.

1.3.4.1 USTRANSCOM/DPO Briefings. The contractor shall develop and manage USTRANSCOM and DPO briefing requirements in support of the defense logistics and global supply management system (DLGSMS). As part of this task, the contractor shall develop and update USTRANSCOM and DPO briefings (i.e., DPO 101, DPO 102, DPO Newcomers, Global Challenge briefing, USTRANSCOM 101, etc) and provide to the Government in accordance with the Master Briefing Schedule. Target audience of briefings is mainly senior military and governmental leaders both internal and external to USTRANSCOM/DPO stakeholders. Briefings must articulate USTRANSCOM/DPO composition, accomplishments, highlights, and new initiatives; and identify challenges, lessons learned, and priorities. The contractor shall have expert skills in developing professional PowerPoint presentations, as many of the required briefings are complex and creative and require advanced PowerPoint techniques. Report shall address briefings prepared and delivered. Report shall be submitted as Attachment 3 to MSR

1.3.4.2 Master Briefing Schedule. As part of this task, contractor shall coordinate briefing content and presentation schedules, both to internal and external USTRANSCOM/DPO stakeholders, and maintain a master briefing schedule, which shall be provided to the Government on a monthly basis. The contractor shall schedule and coordinate briefings/briefers for a variety of USTRANSCOM/DPO-related forums, and when required by the Government, the contractor shall brief the presentation. To accomplish this, the contractor shall have a thorough understanding of the USTRANSCOM/DPO vision and mission and the DLGSMS, including experience in transportation, distribution, and deployment. If the contractor presents a briefing, the contractor shall clearly identify himself or herself as a contractor and must refrain from

statements of official position, view, and plans that can only be made by government officials. Master Briefing Schedule to be submitted as Attachment 3 to MSR.

1.3.5 Task Area 5: Planning and Execution of Visits by External Organizations and Visit/Conference Book Events (OPTIONAL)

This task consists of functional activities relating to successfully planning, coordinating, and executing necessary actions for visits by external organizations or individuals to USTRANSCOM and assigned visit or conference requirements for USTRANSCOM command events. Contractor shall provide administrative and visit/conference support.

1.3.5.1 Planning and Execution of Visits by External Organizations and Visit/Conference Book Events. Each trip/visit requires briefing books, coordination of conference room and briefing capabilities, coordination with designated SMEs for visit/trip materials, coordination of travel arrangements as appropriate, coordination with Protocol for support to the event, and preparation and execution of pre-briefs. Report shall summarize visits/conferences and be submitted as part of Attachment 4 to MSR.

1.4 Deliverable/Deliverable Schedules: All references to days are defined as calendar days, unless otherwise stated.

PWS Task #	Deliverable	Schedule Draft	Final
1.3.1.1	Task Order Management Plan	Within 15 days of contract award	Within 30 days of contract award
1.3.1.2	Monthly Status Report (MSR)		NLT 5 working days following month; final due last day of contract
1.3.2.1	DPO and Related Forums, Minutes and Report	5 days after completion of forum	5 days after gov't comments. Monthly, submitted as Atch 1 to MSR
1.3.3.2	DPO Website Report		Monthly, submitted as Atch 2 to MSR
1.3.4.1	DPO and USTRANSCOM Briefings		Monthly, submitted as Atch 3 to MSR.
1.3.4.2	Master Briefing Schedule		Monthly, submitted as Atch 3 to MSR
1.3.5.1	Visits by External Organizations and Visit/Conference Book Events (OPTIONAL)		Monthly, submitted as Atch 4 to MSR

1.4.1 Packaging, Packing and Shipping Instructions: All deliverables shall be submitted directly to respective COR in electronic format with a courtesy copy of the transmittal letter only to the Contracting Officer. Products and reports shall be delivered in MS Word or MS Excel. Any schedules or project milestones or other graphics information shall be provided in MS PowerPoint and MS Project. Spreadsheets shall be delivered in MS Excel.

1.4.2 Government Representatives: Deliverables shall be delivered to primary COR with a courtesy copy to the alternate COR and Functional Manager.

SECTION 2. SERVICE DELIVERY SUMMARY

2.1 Performance Thresholds

Performance Objective	PWS Para	Performance Threshold
Provide deliverables on time in complete, concise format.	1.3.1 1.3.2 1.3.3 1.3.4 1.3.5	A 95% compliance rate is acceptable to provide deliverables IAW PWS.
Facilitate meetings and briefings and maintain effective coordination with government POCs.	1.3.1 1.3.2 1.3.4 1.3.5	A 95% compliance rate is acceptable to provide on time, capture the pulse of USTRANCOM/DPO issues and initiatives, and gear to intended target audience IAW PWS.
Champion DPO Website Gatekeeper	1.3.3	A 100% compliance rate is required for daily monitoring of website, identifying and integrating relevant content, and proactive measures to ensure DPO website information is up-to-date.

SECTION 3. GOVERNMENT FURNISHED PROPERTY AND SERVICES

3.1 Government-Furnished Equipment (GFE)/Government-Furnished Information (GFI):

The Government will provide an office environment and provide the following resources to the contractor for task performance:

- The Government will provide workspace at a Government facility for contractor employees in support of this requirement.
- The Government will provide all standard normal office equipment (office work area, telephone, computer, software, base network access, etc.) for official use only during task performance.

The use of other contractor-requested Government office space, etc, will be evaluated on an "as needed" basis, and USTRANCOM will grant approval for use if it does not conflict with mission requirements as mutually agreed upon. The Government will furnish appropriate user identification cards and passwords for shared resources. Multiple sources of data are required throughout the terms of this PWS and shall be provided by the Government in a timely manner.

SECTION 4. GENERAL INFORMATION

4.1 Place of Performance: The primary place of employment for six (6) on-site contractors identified in paragraph 3 above will be Scott AFB IL.

4.2 Period of Performance:

Base period is 1 October 2007 through 30 September 2008 (FY 08).

First option year is 1 October 2008 through 30 September 2009 (FY 09).

Second option year is 1 October 2009 through 30 September 2010 (FY 10).

4.3. Travel: Performance under this TO may require contractor travel within the U.S. Government will reimburse contractor for travel expenses subject to Federal Acquisition Regulation and Joint Travel Regulation. All contractor travel shall be coordinated with and approved by the Contracting Officer and primary or alternate COR prior to incurring any travel expenses. Contractor invoices (along with associated receipts) shall support all travel reimbursement requests. Contractor shall identify personnel who will be traveling in sufficient time to obtain the lowest possible rates for airfare, rental car and lodging. The government will not reimburse local travel and related expenses to the Contractor for daily travel to or from work at Scott AFB. Travel estimated at \$6,000 annually.

4.4 Security Requirements: Contractor shall establish, document, and execute procedures to comply with contractor requirements cited in DOD 5220.22-M, National Industrial Security Program Operating Manual. Contractor shall acquire all necessary installation passes for contractor personnel. Contractor shall ensure he / she always wears a contractor-furnished identification badge and provided USTRANSCOM Security Badge on their outer clothing, on the front of the body, between the neck and waist, and it shall be visible at all times. Contractors will not wear USTRANSCOM entry control badges when outside USTRANSCOM buildings.

4.4.1 Security Regulation Compliance: Contractor shall comply with all security regulations and directives as identified herein, and other security requirements in this contract. The contractor shall comply with DD Form 254, Contract Security Classification Specification.

4.4.2 Non-Disclosure Statements. All contractors shall sign a USTRANSCOM nondisclosure form.

4.5 Estimated Work Load:

4.5.1 Base Year Workload (Option Years Same):

Task Area 1: Contract Level and Task Order Management, 120 hours

Task Area 2: Planning, Coordination, and Execution of DPO and Related Forums, 5,376 hours

Task Area 3 DPO Website Gatekeeper and "Champion" Support, 384 hours

Task Area 4: DPO/USTRANSCOM Briefing Development & Configuration Management, 2,304 hours

Task Area 5: Planning and Execution of Visits by External Organizations to USTRANSCOM and Visit/Conference Book Events Assigned USTRANSCOM (OPTIONAL), 3,840 hours

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED <div style="text-align: center;">Secret</div> b. LEVEL OF SAFEGUARDING REQUIRED <div style="text-align: center;">N/A</div>																																																																																																																	
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4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under <u>FA4452-06F-0015</u> <i>(Preceding Contract Number)</i> is transferred to this follow-on contract.																																																																																																																					
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12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☒ Through (Specify)

USTRANSCOM Public Affairs, Attn: TCPA, 508 Scott Drive, Scott AFB IL 62225-5257. Commercial (618) 229-1162, DSN 779-1162. Public release of Sensitive Compartmented Information or COMSEC material is not authorized.

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

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

Ref. Block 8c: For work done on Scott AFB, the 375th SFS/SFAC, 201 W. Winters, Scott AFB IL 62225, is the cognizant security office.

Compliance with the National Industrial Security Program Operating Manual (NISPOM), (<http://fas.org/irp/offdocs/EO12829>) Air Force, USTRANSCOM, and Scott AFB, security practices is required.

Reference block 10j. FOUO applies. Reference DOD 5200.1-R, Appendix 3, which provides guidance on controlling FOUO information.

All contractor personnel shall possess SECRET Security Clearances at time of award.

Ref Blocks 11a, b & c: Contractor will not routinely work with classified information but may on occasion require classified access in performance of this contract. The contractor will not create or generate any classified material as part of this contract.

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

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

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

a. TYPED NAME OF CERTIFYING OFFICIAL LORENEA JANSON	b. TITLE CONTR OFFICER REPRESENTATIVE	c. TELEPHONE (Include Area Code) (618) 229-4959
--	--	--

d. ADDRESS (Include Zip Code)
USTRANSCOM TCJ5/4-SP
508 SCOTT DRIVE
SCOTT AFB ILL 62225

e. SIGNATURE

17. REQUIRED DISTRIBUTION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR |
| <input type="checkbox"/> | b. SUBCONTRACTOR |
| <input checked="" type="checkbox"/> | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR |
| <input type="checkbox"/> | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input checked="" type="checkbox"/> | e. ADMINISTRATIVE CONTRACTING OFFICER |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY |

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE J		PAGE OF PAGES 1 8	
2. AMENDMENT/MODIFICATION NO. 03		3. EFFECTIVE DATE 01-Oct-2008		4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE HTC711 USTRANSCOM-AQ - HTC711 508 SCOTT DR SCOTT AFB IL 62225-5357		7. ADMINISTERED BY (If other than item 6) CODE See Item 6					
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) UNISYS CORPORATION (b)(6) 11720 PLAZA AMERICA DR RESTON VA 20190-4757				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				X 10A. MOD. OF CONTRACT/ORDER NO. HTC711-07-D-0008-0002			
				X 10B. DATED (SEE ITEM 13) 01-Oct-2007			
CODE 4W798		FACILITY CODE 4W798					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
X D. OTHER (Specify type of modification and authority) FAR 52.217-9 Option to Extend the Term of the Contract							
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: tcyoundm082012 The purpose of this modification is to fund and exercise option year one. Point of contact for this modification is Debbie Young at deborah.young@ustrancom.mil or 618-256-9602.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) GINA K LEE / CONTRACTING OFFICER TEL: 618-256-6257 EMAIL: gina.lee@ustrancom.mil			
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY <u><i>Gina K. Lee</i></u> (Signature of Contracting Officer)		16C. DATE SIGNED 01-Oct-2008	

EXCEPTION TO SF 30
APPROVED BY OIRM 11-84

30-105-04

STANDARD FORM 30 (Rev. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The total cost of this contract was increased by \$1,125,785.92 from \$927,933.12 to \$2,053,719.04.

SUPPLIES OR SERVICES AND PRICES

CLIN 1001

The option status has changed from Option to Option Exercised.

CLIN 1002

The option status has changed from Option to Option Exercised.

CLIN 1003

The option status has changed from Option to Option Exercised.

CLIN 1004

The option status has changed from Option to Option Exercised.

CLIN 1005

The option status has changed from Option to Option Exercised.

SUBCLIN 100101 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100101			Months	\$0.00	\$0.00

Labor for Task Area 1 - 3

FFP

Labor for Task Areas 1 - 3

Invoice 12 months @ \$42,792.18

Period of Performance is 1 Oct 08 through 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

NET AMT	\$0.00
---------	--------

ACRN AE

\$513,506.16

CIN: F3ST948088A0030000AB

SUBCLIN 100102 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100102			Months	\$0.00	\$0.00

Labor for Task Area 2

FFP

Labor for Task Area 2

Invoice 11 months @ \$9,138.13 and 1 month @ \$9,138.17

Period of Performance is 1 Oct 08 through 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

NET AMT	\$0.00
---------	--------

ACRN AG

\$109,657.60

CIN: F3ST948088A0030000AC

SUBCLIN 100201 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100201			Months	\$0.00	\$0.00

Labor for Task Area 4

FFP

Labor for Task Area 4

Invoice 11 months @ \$15,611.23 and 1 month @ \$15,611.27

Period of Performance is 1 Oct 08 through 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

NET AMT	\$0.00
---------	--------

ACRN AF

\$187,334.80

CIN: F3ST948088A0030000AA

SUBCLIN 100301 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100301			Months	\$0.00	\$0.00

Labor for Task Area 5

FFP

Labor for Task Area 5

Invoice 11 months @ \$25,773.94 and 1 month @ \$25,774.02

Period of Performance is 1 Oct 08 through 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

NET AMT	\$0.00
---------	--------

ACRN AE

\$309,287.36

CIN: F3ST948088A0030000AB

SUBCLIN 100401 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100401			Lot		\$0.00

Travel for Task Areas 1-3 and 5
COST

Travel for Task Areas 1-3 and 5

Period of Performance is 1 Oct 08 thru 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

ESTIMATED COST \$0.00

ACRN AE

\$2,000.00

CIN: F3ST948088A0030000AB

SUBCLIN 100501 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
100501			Lot		\$0.00

Travel for Task Area 4
COST

Travel for Task Area 4

Period of Performance is 1 Oct 08 thru 30 Sep 09

FOB: Destination

MILSTRIP: F3ST948088A003

PURCHASE REQUEST NUMBER: F3ST948088A003

SIGNAL CODE: A

ESTIMATED COST \$0.00

ACRN AF

\$4,000.00

CIN: F3ST948088A0030000AA

ACCOUNTING AND APPROPRIATION

Summary for the Payment Office

As a result of this modification, the total funded amount for this document was increased by \$1,125,785.92 from \$927,933.12 to \$2,053,719.04.

SUBCLIN 100101:

Funding on SUBCLIN 100101 is initiated as follows:

ACRN: AE

CIN: F3ST948088A0030000AB

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G52X01 59290 000000 667100 F67100 ESP:PD

Increase: \$513,506.16

Total: \$513,506.16

SUBCLIN 100102:

Funding on SUBCLIN 100102 is initiated as follows:

ACRN: AG

CIN: F3ST948088A0030000AC

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G50B30 59290 000000 667100 F67100

Increase: \$109,657.60

Total: \$109,657.60

SUBCLIN 100201:

Funding on SUBCLIN 100201 is initiated as follows:

ACRN: AF

CIN: F3ST948088A0030000AA

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G001B0 59290 000000 667100 F67100 ESP:PD

Increase: \$187,334.80

Total: \$187,334.80

SUBCLIN 100301:

Funding on SUBCLIN 100301 is initiated as follows:

ACRN: AE

CIN: F3ST948088A0030000AB

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G52X01 59290 000000 667100 F67100 ESP:PD

Increase: \$309,287.36

Total: \$309,287.36

SUBCLIN 100401:

Funding on SUBCLIN 100401 is initiated as follows:

ACRN: AE

CIN: F3ST948088A0030000AB

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G52X01 59290 000000 667100 F67100 ESP:PD

Increase: \$2,000.00

Total: \$2,000.00

SUBCLIN 100501:

Funding on SUBCLIN 100501 is initiated as follows:

ACRN: AF

CIN: F3ST948088A0030000AA

Acctng Data: 97X4930.FD50 6F9 70AB 124000 G001B0 59290 000000 667100 F67100 ESP:PD

Increase: \$4,000.00

Total: \$4,000.00

DELIVERIES AND PERFORMANCE

The following Delivery Schedule item has been added to SUBCLIN 100101:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

The following Delivery Schedule item has been added to SUBCLIN 100102:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

The following Delivery Schedule item has been added to SUBCLIN 100201:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

The following Delivery Schedule item has been added to SUBCLIN 100301:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

The following Delivery Schedule item has been added to SUBCLIN 100401:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

The following Delivery Schedule item has been added to SUBCLIN 100501:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	

INSPECTION AND ACCEPTANCE

The following Acceptance/Inspection Schedule was added for SUBCLIN 100101:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 100102:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 100201:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 100301:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 100401:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 100501:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

(End of Summary of Changes)

Unisys

August 8, 2007

VIA EMAIL

Ms. Lisa A. Gross
Contracting Officer
United States Transportation Command
508 Scott Drive
Scott Air Force Base, IL 62225-5357

Subject : Submittal of Task Order Proposal for DPO Senior Level Support

Reference: A&AS Request for Task Order Proposal (RFTOP) 07-03: DPO Senior Level Support
Including Amendment 0001 thereto

Dear Ms. Gross:

Unisys Corporation is pleased to submit its Task Order Proposal for DPO Senior Level Support in response to the referenced RFTOP. Our proposal is contained in the three electronic files attached to our email submittal. The first file contains this signed forwarding letter; the second file contains the body of our proposal; and the third file is the DD Form 254 with block 6c. completed per instructions.

On the spreadsheet provided with the RFTOP, Breakout of Proposed Labor Categories and Hours, a column is provided in which to insert the G&A% applied to Other Direct Costs. Please note that we have entered in that column the ODC multiplier on FFP tasks that appears on Attachment 2 of our contract.

Should you have any questions or need any additional information, please contact either the undersigned at (b)(6) or at (b)(6) or (b)(6) at (b)(6) or at (b)(6)

Sincerely,

(b)(6)

(b)(6)

cc: (b)(6)

Atch 2

USTRANSCOM A&AS
Contract Number: HTC711-07-D-0008
Tracking Number: 07-03
Task Order: TBD

USTRANSCOM Distribution Process Owner Senior-Level Support

Technical and Cost Proposal



Prepared by:

**Unisys Corporation
11720 Plaza America Drive
Tower III
Reston, Virginia 20190**

8/8/2007

The information contained herein is proprietary. It may contain trade secrets and commercial or financial information that is privileged or confidential and is therefore exempt from disclosure under the provisions of 5 USC Section 552. Release of this information is prohibited per sanctions set forth in 18 USC Section 1905.

TITLE		
(1) Company/Division	Unisys Corporation/Federal Systems Division	
(2) Product/Service	USTRANSCOM C2 Implementation Support	
(3) Contracting Agency	HQ AMC/A7KF, Scott AFB, IL	
(4) Points of Contact	Ms Lori Farnsworth, TCJ3-I (618) 229-1585 Lori.farnsworth@ustranscom.mil	CDR Darren Johnson, TCJ6-I (618) 229-1375 Darren.johnson@ustranscom.mil
(5) Contract No.	GS-35F-0343J (GSA-2 Task Order #2307)	
(6) Contract Type	Firm Fixed Price (FFP)	
(7) Contract Award Date/Period of Performance	Awarded Sep 2003/POP 1 Oct 2003 to 30 Sep 2006	
(8) Contract Award Amount/Current Value	\$1,347,628.38	

Demonstrated Effectiveness of Services Provided

Under this task, Unisys provided support to USTRANSCOM TCJ3-I for continuing the implementation, analysis, and integration of DPO's distribution processes and the transportation processes used to direct the Defense Transportation system (DTS) and supporting development and implementation of the Distribution Process Owner (DPO) EA OV. Over the three years of this contract, Unisys performed all of the tasks listed in these areas:

- Contract Level and Task Order (TO) Management
- DPO and DTS Process, Portfolio and Systems Evaluation and Assessment
- Development and refinement of Operational Requirements supporting Distribution and DTS architectures
- Project Visit / Tour and Briefing Support to the Operations Directorate
- Operations Directorate Performance Objective and Strategic Planning Support
- Support to Command Sponsored Capabilities Based Assessment Teams (CBAT)
- Operations Information Management and Requirements Support

Unisys supported TCJ3 focus on the USTRANSCOM DPO EA OV Implementation Plan, baseline DPO EA OV, Standard Operating Procedures, and other DPO interest EA products. Unisys assisted in analyzing and assessing the C2 gaps within DPO and DTS architecture, including developing mission value of operational capabilities and in assessing system and mission capabilities duplication based on the EA. The Unisys team employed a combination of current process knowledge and TCJ6 portfolio management techniques to recommend means to implement DPO and DTS EA concepts within the Operations Directorate, and developed C2 and Operations Portfolio investment alternatives and options for the CIO Program Resource Panel (CPRP) consideration. Unisys spearheaded the single port management capability project that resulted in converging World Wide Port System's (WPS) surface port management functionality into the Global Air Transportation Execution System (GATES) capabilities. The Unisys team developed the comparison methodology, business cases and supporting architecture documentation for the project, and choreographed multiple presentations to senior leadership to provide the decision making information needed to select from several alternatives. Unisys provided FACCSM and web content Gatekeeper support to J3-I.

Command Visit and Operations Directorate Visit and Tour Coordinator. Unisys coordinated all arrangements for visits and tours into the Operations Directorate and DDOC; as well as supporting Command level visits when the Operations Directorate is assigned primary responsibility for the visit. Unisys performed all of the planning and execution support for the tours and visits, including identifying and coordinating locations, briefer, General/Flag officer (GO/FO) involvement, itinerary, coordinating member schedules, building and consolidating briefing slides; building and distributing read-ahead packages to participating members and offices; preparing and coordinating Staff Summary Sheet (SSS) outlining the visit or tour and highlighting GO/FO/DV participation, developing official minutes, and coordinating VTC, equipment and teleconference capability. Unisys facilitates arrangements necessary to ensure smooth execution of the visit including coordination with Protocol, providing escorts, arranging meals and billeting, coordinating flight and travel schedules, making arrangements for picking up DVs at flight line or airport, and arranging DV transportation to ensure smooth execution of the itinerary. Unisys developed the Visit/Tour procedural guide to manage the Operations Directorate Visit and Tours. Unisys team members received numerous accolades from CDR USTRANSCOM and senior DV's for the outstanding support provided for USTRANSCOM Command visits.

PART B. Staffing and Technical Approach

1.1 Assessment of the Situation

Contributing background factors...

USTRANSCOM's designation as the Distribution Process Owner (DPO) is to oversee the overall effectiveness, efficiency, and alignment of DOD-wide distribution activities, including force projection, sustainment, and redeployment / retrograde operations. USTRANSCOM DPO Program Management Office (PMO) has the task to orchestrate collaboration between stakeholders in order to prioritize and implement improvements to the DOD's distribution system. The key elements of the stakeholder management structure are the DPO Executive Board (DEB), chaired by Commander, USTRANSCOM; Distribution Transformation Task Force (DTTF), chaired by Deputy Commander, USTRANSCOM; and the Distribution Steering Group (DSG), jointly chaired by USTRANSCOM Director of Strategy, Policy, Programs, and Logistics (TCJ5/4), Defense Logistics Agency (DLA J-3), and USTRANSCOM Director of Command, Control, Communications, and Computer Systems (TCJ6). The USTRANSCOM DPO PMO must also orchestrate the efforts of a number of other stakeholder forums that greatly influence the operation of distribution network, Defense Logistics Global Supply Management System (DLGSMS) and Force-centric Logistic Enterprise (FLE), including the Joint Logistics Board (JLB), Supply Chain Capabilities Group (SCCG), Component Commanders' Conference (CCC), and various National Defense Transportations Association (NDTA) forums.

The current situation as we see it...

Our team views the DPO as the most significant transformation initiative in the DOD that will directly impact the warfighter. USTRANSCOM needs to work very closely with the other Joint Deployment and Distribution Partners to synchronize and coordinate the process and material changes that will directly impact the ability of the DOD to support the warfighter. To achieve the unity of effort required to achieve DPO goals and objectives, USTRANSCOM DPO PMO requires contractor support to help orchestrate and choreograph the various DPO and stakeholder forums into a combined campaign that treats each forum and constituency as a partner whose effort and results add directly to the improvements needed to the distribution process to meet the Commander's vision. The contractor team needs to bring more to the table than the ability to run the mechanics of the meetings and forums, maintain the DPO portal and craft superb DPO briefings and documentation supported by an expert program of configuration management. Those tasks must be completed flawlessly, but the contractor team must also provide the level of expertise, analytical acumen, and distribution and logistics domain experience that can help the USTRANSCOM DPO PMO create the unity of effort to synchronize all of the disparate forums and stakeholder groups to focus on achieving the strategic DPO vision expressed by CDR, USTRANSCOM.

1.2 The Unisys Team's Proposed Solution

The Unisys approach to this PWS demonstrates a ready-to-work understanding of your situation, needs, and desired outcomes. We are confident our solution meets or exceeds all requirements stated in the PWS. We will:

- Provide a highly reliable, experienced, and superbly productive team that is well versed with DPO vision, processes, and USTRANSCOM strategic plan, as well as the DPO processes.
- Provide a team with the ability to support DPO PMO at all DPO forums, possessing exceptional organizational and presentation skills, and extensive backgrounds in logistic management and mobility, with a proven background of working for and with senior-level DOD officials and delivering high-value briefings.
- Provide a team that brings demonstrated ability to plan, execute, conduct process improvement and implementation team initiatives, as well as the ability to arrange Directorate and Command tours and visits.
- Provide a team that can perform rapid as well as in-depth analysis of DPO and logistics issues and efficiently and effectively draft documentation that is consistently accurate and well written.
- Provide the expertise to update, maintain, and improve the DPO Portal as the single, central information source for the DPO Community of Interest (COI).
- Keep a tight but flexible internal schedule and aggressively monitor risks and keep USTRANSCOM DPO PMO leaders informed of milestones, issues and opportunities for improvements.

1.2.2 Our Approach to Each Contract Requirement

1.2.2.1 Task Area 1: Contract Level and Task Order Management

USTRANSCOM DPO PMO requires an organized approach that will yield optimum results in developing successful DPO implementation management initiatives. To keep program/project activities focused on goal accomplishments, Unisys will strive for three major objectives: 1) Formulate and follow a program plan that

coordinates strategies, capability requirements, information flow and availability, and DPO, DLGSMS and FLE-related relationships for all DPO forum engagements as a whole; 2) Employ repeatable methodology that includes milestones, risks, assumptions, and control mechanisms to assure focus and direction are maintained and establish a program/project review process that sheds light on make-or-break issues and accelerates DPO change management success; and 3) Establish and maintain the complete respect and trust USTRANSCOM DPO PMO to create a total cohesion within the DPO domain.

Unisys approaches this task as a hard working partner. Our systematic methods ensure that we understand your requirements, meet your needs, and keep you apprised of our progress. We will openly and honestly communicate, coordinate, and collaborate. Unisys processes are dually focused on productivity and product excellence. Unisys' winning approach to this task begins with a solid corporate framework that supports and educates our project team. 'TEAMmethod' is a dynamic Web resource that ties our team to a world-class set of project management standards and methods that are evident in every facet of our customer relationships. TEAMmethod's proven guidance for managing projects consists of flexible and adaptable task descriptions, techniques, templates, examples, checklists, and references that cover project planning, tracking and control, quality assurance, risk and requirements management, etc. TEAMmethod solutions are based on four guiding principles: 1) Clear goals, 2) Adherence to best practices, 3) Detailed planning and scheduling, and 4) Effective change management. Through this framework, Unisys endeavors to put quality assurance at the center of every project we undertake. This provides assurance that project plans, processes, products, and services are well defined, documented, and implemented as documented. Customers who select Unisys can benefit from confidence in TEAMmethod principles and practices beginning on day one. We emphasize the value of deliberate, fact-based, quality planning followed by consistent, methodical execution. Performance metrics are central to our methods. We will make extensive use of Microsoft Project to support our project planning and execution. Performance metrics are central to our methods. We will continue to define and develop lines of synergy with our teammates performing other Unisys-USTRANSCOM tasks. With clearly demonstrated data points and trend lines, there will be no doubt that we are on the job. Unisys' time-proven TEAMmethod approach to task execution and operating principles provides the assurance that we will deliver what and when we say we will.

1.2.2.2 Task Area 2: Planning, Coordination, and Execution of DPO Forums

To build on previous DPO forum management, the USTRANSCOM DPO PMO needs expert assistance to collect and analyze distribution and logistics operations information, and where necessary using gap analysis techniques, to identify and define optimum opportunities and alternatives for accelerated change management initiatives. These opportunities and alternatives need to be effectively submitted to senior DPO and Logistics leaders for consideration during forums and working group meetings. Agendas and results need to be integrated into a composite and complete program that reflects unity of effort to implement changes in the JDDE that meet the DPO vision. To move forward, the USTRANSCOM DPO PMO needs a contractor team equipped to work independently or collaborate with senior level focus groups. The team must be ready to participate aggressively to 1) Develop information access and services from various sources; 2) Formulate information management strategy, options thorough analysis and implementation actions; and 3) Identify critical path opportunities and alternatives that will yield enhancements to the DPO and JDDE, considering command objectives, DPO vision, national partner feedback, and general officer guidance and tasking.

A primary Unisys goal in this engagement is to partner with the USTRANSCOM DPO PMO in establishing a well-defined, integrated team focused on delivering clear forum objectives that reflect DPO and Warfighter desires and consider the approved JDDE direction. To meet the goal, we will aim to optimize our resources to produce comprehensive analyses that bolster USTRANSCOM DPO PMO and distribution initiatives. We will not be satisfied with less than a 100% compliance rate in this performance objective. Critical supporting objectives include taking full advantage of stakeholder input focus groups, DPO forum meetings, and senior level guidance to enhance the distribution and logistics management processes.

Unisys will build on broad recent experience gained in developing business case and gap analysis products for various USTRANSCOM customers. Our thorough understanding of the JDDA Supply Chain Operational Reference (SCOR) model, JDDE, JDA, and DTS and operational, systems and technical views of the Enterprise Architecture (EA), coupled with our understanding of high level requirements such as the Joint Logistics (Distribution) Joint Integrating Concept (JL(D) JIC) capability requirements, Master Capabilities List (MCL), Joint Mission Essential Tasks (JMETS), and Distribution Steering Group (DSG) approved gap requirements, will under gird each analysis, producing viable, far-reaching implementation alternatives that address a broad spectrum of strategic requirements. Unisys will initiate each analysis task by analyzing available data and developing a focused task plan. We will coordinate this plan with the USTRANSCOM DPO PMO and others as deemed appropriate to collaborate and gain

concurrence on specific data collection requirements, source OPRs, and deliverable dates to support DPO forums. If indicated, we will prepare and validate high-level graphical representations of current processes to provide accurate as-is/to-be process views to ensure requirements are fully documented. As part of data collection actions, we will also identify current (and potential future) metrics and resource usage associated with the process, and validate the documented requirements with stakeholders. The team will be responsible for the daily completion of the planning, coordinating, and executions of necessary actions for executive, senior, and working-level forums. The Unisys team will work closely with the DPO personnel and provide integration of actions across DPO Pillars and IPTs. The Unisys team will work at all levels to ensure the desired outcomes for each event is realized. Early on, the Unisys team will meet with DPO leadership to understand the desired objectives of the event, discuss the agenda, and collect and analyze top DPO issues. Based on our experience and collaboration with DPO leadership, we can assist in developing the meeting objectives and the issues that will support meeting those objectives. Our approach is to position USTRANSCOM to obtain decisions and resolve issues in these meetings, rather than allowing an issue languish over several meetings involving extensive off line correspondence. In addition, we will coordinate locations; coordinate senior and executive level participation, send out the calendar requests, task the inputs to be provided, compile and evaluate the inputs prior to beginning the formal coordination and production of the briefing books. Based on our extensive experience in the DPO, we can assist in reviewing and evaluating documents and serve as "go betweens" with the various DPO leadership elements, and the working level people that supported the meeting and briefing content. This is an additional "value added" in our approach in that with the experienced personnel we will provide on the Unisys team, we can evaluate and work with the staff to ensure not only the quality of the products but also how they support the objectives of the meeting. We will post materials on the web portal, and catalog them for archival and future use. Prior to the event, we will schedule the location and ensure all support activities are coordinated (audio-teleconference, visual-VTC, physical etc.). During the event, we will assist the chair in escorting distinguished visitors, orchestrating the agenda and in taking minutes. Internal controls and extensive communication amongst the participants will ensure standardized processes are used in the handling of all activities.

The Unisys team shall provide official minutes of all DPO Forums that are planned and executed to include action items and any other pertinent data in a format consistent with USTRANSCOM standards. The reports will address activities required to plan, coordinate and execute the DEB, DTF and DSG, as well as other related working groups that support these efforts. Because of the Unisys team's deep functional and domain expertise, we are well positioned to provide highly qualified support that will clearly capture all pertinent meeting issues, discussions, decisions and actions in a timely and efficient manner.

More importantly, the experience of our team will allow for better integration among the JDDE for subjects of interest. Likewise, our team can provide insight into the subjects and better prepare senior USTRANSCOM leadership for these very important forums. The Unisys team will follow a proven method for DPO analysis and integration by cross-walking the results and analysis of important meetings, events and forums to identify gaps, seams, and redundancies consistent with DPO objectives. The results of this analysis are then mapped to offices of primary responsibility (OPR's) for follow-up action(s). Using effective communications, to include the DPO website, allows all the key issues and OPR's to be tracked and communicated to the key organizations in order to make progress against DPO mandates. The Unisys team will use proven methodologies coupled with strong leadership and consistent follow-up actions to ensure comprehensive analysis and integration is achieved.

The Unisys team will provide the senior level expertise in consummating all the arrangements required for the planning, coordination and execution of DPO forums, including identifying and coordinating meeting locations, senior member schedules, collecting and consolidating briefing slides, distributing read-aheads, minutes to participating members/offices; preparing official minutes and coordinating services, facilitation, and VTC and teleconference capabilities, as they are needed. The Government will see the benefits of superbly choreographed and successful forums that support achieving the DPO vision across a broad constituency. These actions will illuminate analyses and their corresponding conclusions to highlight the most promising DPO change management improvement opportunities and implementation actions. Information access and services will improve, as will information strategy and implementation actions. The USTRANSCOM DPO PMO will recognize increasing development of professional products for DPO implementation through this Government-contractor team interface.

1.2.2.3 Task Area 3: DPO Website Gatekeeper and "Champion" Support

USTRANSCOM DPO PMO requires a continual focus on availability and exchange of DPO and supply chain information to support senior leader as well as working level DPO JDDE decision makers with DPO forum documentation, analyses and meeting information to support implementing tasks and schedules, eliminating inefficiencies, and overcoming delays. The USTRANSCOM DPO PMO needs contractor assistance to provide web

page design and GATEKEEPER management services for the DPO Portal. The support team must be equipped to efficiently identify key issues and barriers, propose specific implementing actions, and utilize metrics to ensure continued implementation, analysis and integration of the information presented on the portal to support DPO forums and foster DPO information exchange. The USTRANSCOM DPO PMO requires on-site systems administration support to ensure its web pages are continuously up to date and available to execute the DPO support and information broker mission.

Unisys will provide the functional and technical experience in designing web pages, using Adobe Acrobat to prepare content for publication, and using Microsoft Office, including Word, Project, PowerPoint, and Excel, to prepare documents, briefings, spreadsheets, and project plans for posting to the website at a level of expertise suitable for Mid and Senior level management. We will also build on our recent GATEKEEPER experience supporting J3 and previous J6 portal requirements development work to bring the existing DPO portal to the next level. Our day-to-day efforts will be guided by a task plan that will be coordinated with USTRANSCOM DPO PMO that drives toward delivery of portal solution sets, implementation strategies, and presentation improvements that reflect the most current information available on DPO forums, briefings schedules and documents. The task plan will document specific data collection requirements, data sources, and deliverable dates. The Unisys team will oversee the updating and maintaining of the DPO Website consistent with the analysis and documentation produced in DPO Forums as well as maintaining a master schedule of events and deliverables for posting to the DPO website. The Unisys portal design team will review and monitor DPO events, issues, links and calendars; monitor subscriptions, questions and be proactive in correcting deficiencies and maintaining current data. The Unisys team has experience in creating discussion forums, adding users, creating and editing banners, creating folders, limiting folder access, and document posting/updating to the portal or web sites used to get the critical information out to the users. Working with the Government point of contact, a standardized process will be developed to manage changes to the DPO Website. The Unisys team understands the critical need to keep the DPO Website current and will conduct daily reviews to ensure user feedback and comments are addressed and outdated information is removed or updated with the latest information. This approach provides more than reliable, day-to-day performance of the tasks outlined in the statement of work, but we will go beyond that mark. The web based information is one of the most effective means to coordinate complex projects, and the Unisys team will implement a consistent forum to improve the portal presentation based on internal and external feedback. Beginning on day one, we will assemble all existing requirements and documentation pertaining to DPO portal GATEKEEPER functions and undertake a professional evaluation of currency and relevancy. The Unisys team website manager will keep a daily log of all activities associated with updating and managing the information content of the site. This information will be summarized in the MSR. In addition feedback regarding the website will be solicited on-line from the user community and the results of the survey will be included in the MSR. This will benefit USTRANSCOM by continually soliciting feedback from the process owners. From this baseline, we will formulate comprehensive improvement recommendations for DPO PMO concurrence/approval. Once approval is given, Unisys will document comprehensive guidelines for the systems administration functions we will be executing. Unisys understands the critical necessity to ensure the most up to date DPO information and forum guidance is readily available over the Web for the DPO COI users. Unisys will ensure briefings and updates are rapidly entered onto the Web Portals and that Web and LAN issues are quickly raised and resolved for all of the DPO portal environments.

Unisys will use our current experience and thorough knowledge of the USTRANSCOM Operations processes and requirements, knowledge of stakeholders and National Partner perspectives as a baseline, in concert with the team's management expertise to deliver superior solution portal sets, requirements documentation, implementation plans and portal products. The Government will benefit from extensive, authoritative knowledge of key issues and barriers related to distribution and transportation processes. Metrics will effectively measure the success of the DPO portal and improvement opportunities and alternatives we will recommend. Unisys methods and Unisys people represent a clear formula for success. USTRANSCOM DPO PMO can expect reliable expertise to support the DPO mission. Our DPO portal maintenance and improvement efforts will increase near and long term efficiency and enhance exchange of critical DPO information for all of the users.

1.2.2.4 Task Area 4: USTRANSCOM/DPO Briefing Development & Configuration Management

Unisys will combine our extensive logistical and transportation management expertise and creative slide building capability to develop and update briefings that keep key information flowing, and ensure steady progress during the implementation of the DPO action plan. Unisys will use our current experience and thorough knowledge of the USTRANSCOM DPO and Operations processes and requirements, EA core processes, knowledge of stakeholders and National Partner perspectives as a baseline, in concert with the technical mastering of PowerPoint development to deliver superior DPO briefing solution sets. To ensure the briefings articulate USTRANSCOM/DPO composition,

accomplishments, highlights, and new initiatives; and identify challenges, lessons learned, and priorities, the Unisys team will build and maintain the finest sense of DPO related situational awareness by sharing information and lessons learned from attending meetings and forums during daily and weekly team meetings.

The Unisys team will provide configuration management of all DPO-related briefings managed by the DPO PMO. From the onset of the contract, Unisys will conduct a detailed analysis of the existing DPO-related briefings, assess shortfalls and disconnects, and establish a rapid turn-around of the products as a baseline to the central repository. Key briefings will be tracked and monitored to ensure all information needed for that presentation is available and current. Clear distinction will be maintained regarding contractor and government briefings. Unisys will review and coordinate recommended changes and fully document the configuration management schema within the repository. Unisys will recommend additions or changes to existing briefings suggested during the baseline review. A key aspect of the configuration and control process will be to post the most recent version of each briefing to the DPO Website and issue periodic calls for review of the material to ensure currency. All briefings will have key identifying data as to the OPR for the briefing and the last update. This will include marking of briefings to ensure government and contractor briefings are appropriately marked. All briefing changes will be coordinated with USTRANSCOM DPO PMO and the designated stakeholders. The central repository will be updated with the most current USTRANSCOM and DPO-related briefings. Unisys will provide DPO PMO with the capability to rapidly access and produce briefings and ensure the DPO portal is updated to show the most recent briefing.

The Unisys team will develop and manage USTRANSCOM and DPO briefing requirements in support of DLGSMS and include them as a part of the Master Briefing Schedule repository. As part of this task, the contractor shall develop and update USTRANSCOM and DPO briefings (i.e., DPO 101, DPO 102, DPO Newcomers (new), Global Mobility briefing, USTRANSCOM 101, etc.) and provide to the Government in accordance with the Master Briefing Schedule. Unisys periodically will seek comments and feedback to ensure these briefings properly inform the target audience of USTRANSCOM/DPO senior military and governmental leaders and DPO stakeholders.

Where new briefings are required, they will be constructed based on our collaboration with DPO leadership in the development of the event agenda and meeting objectives. Our experienced Unisys team will craft those briefings to be mutually supportive of the DPO leadership overall objectives. Based on our extensive experience in the DPO, we will assist in reviewing and evaluating documents necessary to prepare thorough and supportive briefings for the meeting objectives. This is an additional "value added" in our approach in that with the experienced personnel we will have on the Unisys team, we can evaluate and work with the staff to ensure not only the quality of the products but also how they support the objectives of the meeting, and means to ensure the briefings foster synchronization of DPO efforts across the broadest front.

The Senior-Level DPO Staff will maintain a centralized repository of the most current USTRANSCOM and DPO related briefings and provide configuration management of all briefings to include USTRANSCOM/DPO composition, accomplishments, highlights, and new initiatives; and identify challenges, lessons learned, and priorities. All team members will assist in producing briefings as required for USTRANSCOM and DPO forums. The team will all have advanced PowerPoint skills and the associated graphic based tools to produce only professional grade presentations for the DPO Website or audience presentation. The Unisys team will schedule and coordinate briefings and briefers for a variety of USTRANSCOM/DPO-related forums, and when required by the Government, the Unisys team will have qualified DPO professionals give the briefing. The Unisys team will coordinate briefing content and presentation schedules, both to internal and external USTRANSCOM/DPO stakeholders, and maintain a master briefing schedule, which shall be provided to the Government on a monthly basis.

The Government will benefit from extensive, authoritative knowledge of key issues and barriers related to distribution and transportation processes. Metrics will effectively measure the success of EA OV products and improvement opportunities across USTRANSCOM. Unisys methods and Unisys people represent a clear formula for success.

1.2.2.5 Task Area 5: Planning and Execution of Visits by External Organizations and Visit/Conference Book Events (OPTIONAL)

Success in the tours and visit arena depends on the ability of the tour and visit team to meticulously plan and choreograph each engagement, ensuring all the briefers, briefings, tour venues and itinerary is locked in and prepared prior to the arrival of the visiting party. Then the escort must bring the situational awareness, calm demeanor and firm grasp of what comes next in plan and what to do about issues that might arise, leaving the visitor with the firm impression of USTRANSCOM's dedication to mission and a sense of hospitality, and a genuine concern for the visitor's needs and desires. This is a tall order, but one in which Unisys has excelled. The Unisys team will bring the experience and the expertise gained in performing this level of tour and visit management for

both Directorate and Command engagements. Unisys will coordinate our tour and visit procedures and process with USTRANSCON DPO PMO, and initiate a tour and visit control log that ensures all the parties are kept advised of planned and ongoing tours. The team will handle arranging locations, briefers and briefings, itineraries and agendas, services and equipment for each tour. For DV visits, the team will often meet the DV at the terminal and arrange and provide the transportation to and from the airport. Based on the extensive experience of the Unisys team members, we will ensure that all aspects of visits are thoroughly planned and executed. We will ensure that all tour scheduling, coordination and execution is performed in a flawless manner in order to provide visitors with an exceptional experience when visiting USTRANSCOM. We will assign a Visit Coordinator from our staff, who will work closely with the requesting activity to ascertain the purpose of visits and to ensure that the activities are tailored to optimize the benefit of the visit, both for USTRANSCOM and for the requesting activity. This support will include preparation of trip/visit required briefing books, coordination of conference room and briefing capabilities, coordination with designated SMEs for visit/trip materials, coordination of travel arrangements, coordination with Protocol for support to the event, and preparation and execution of pre-briefs, staffing packages, meeting location and services, and coordinating DV travel arrangements. For command-level visits, the Visit Coordinator will work closely with USTRANSCOM Protocol and other directorate representatives to ensure the smooth and professional coordination of GO/FO schedules, itineraries, conference room schedules, VTC coordination, and any required direct or indirect distinguished visitor support. All these actions will be accomplished at least 3 business days before the event and briefed to the appropriate USTRANSCOM leadership. After action reports shall summarize visits/conferences within five business days of the event and submitted as part of Attachment 4 to the MSR.

Unisys reputation is unequalled in the tour and visit arena at USTRANSCOM. We bring a unique level of proven tour and visit management experience coupled with the transportation and distribution expertise that will deliver the flawless performance necessary to ensure the investment in the task is well worth it.

1.2.3 Preliminary Work Breakdown Schedule and Deliverable Schedule

Each overriding task objective will be successfully achieved by executing a logical timeline of activities, milestones and deliverables, as shown in the tables below. The government will establish deliverable format after award. The deliverable is reflected in the work breakdown structure that follows:

Ref#	Activity	Start Date	End Date
1.3.1	Task 1 - Contract Level & Task Order Management	Task Award	Continuous
1.3.1.1	Develop, Deliver & Implement Task Order Management Plan (Deliverable) Draft within 15 Days of Contract Award Final within 30 Days of Contract Award	Task Award	Task Award+15/30
1.3.1.2	Develop and Deliver Monthly Status Reports (Deliverable) Monthly: 5 working days of following month Final due last day of contract	Task Award	Continuous
1.3.1.3	Develop and Deliver the IPR Presentation Briefings	Task Date	As Requested
1.3.1.4	Manage WBS, Documentation and Briefing Development, and Task Area Deliverable Performance	Task Award	Continuous
1.3.1.4.1	Manage Project Resources, Schedule, Hour, and Budget performance	Task Award	Continuous
1.3.1.4.2	Manage Task Area Quality Assurance & Performance	Task Award	Continuous
1.3.1.4.3	Perform Documentation and Website Configuration Management	Task Award	Continuous
1.3.1.4.4	Develop Risk Mitigation Plan & Implement Risk Management	Task Award	Continuous
1.3.1.4.5	Assess & Initiate process improvement recommendations	Task Award	Continuous
1.3.2	Task 2 – Planning, Coordination, and Execution of DPO and Related Forums	Task Award	Continuous
1.3.2.1	DPO and Related Forums and Minutes	Task Award	Continuous
1.3.2.1.1	Update Forum Schedule, Participants, Objectives, Desired Results, and Document and Action Item Repository & Portal ("Forums" include DEB, DITF, DSG, FLE-related, CCC, NDTA, JLB, SCCB, and other DPO forums as assigned)	Task Date	As Required
1.3.2.1.2	Analyze DPO Forums Objectives	Task Award	Continuous
1.3.2.1.3	Plan Forum Approach, Agenda, SSS, and Success Metrics; Coord Staff Approvals: Update Website	Task Date	Continuous
1.3.2.1.4	Plan & Coordinate Attendee & DV Schedules	Task Date	Continuous
1.3.2.1.5	Plan & Coordinate Forum Venue, including Location, Audio Visual, VTC & Teleconference, Services, DV Transportation & Lodging; Update Website	Task Date	Continuous
1.3.2.1.6	Develop/Collect/Consolidate Briefs and Presentation Documents; Update Website	Task Date	Continuous
1.3.2.1.7	Execute Forum and resolve meeting logistics issues	Forum	Forum

1.3.2.1.8	Develop DPO and Related Forums, Minutes and Report (Deliverable) Draft 5 days after completion of forum Final 5 days after government comments. Monthly, submitted as Attachment 1 to MSR	Forum	Forum + 10 Continuous
1.3.2.1.9	<i>Post Minutes and Action Items; Update Website briefings and documents</i>	Forum + 5	Forum + 10
1.3.2.1.10	<i>Progress and Follow-up & Report Action Items & Recommend Way Ahead</i>	Forum	Continuous
1.3.2.2	<i>Perform Forum Analyses</i>	Task Award	Continuous
1.3.2.2.1	<i>Analyze DPO Forums Goal, Objectives and Outcomes& Assess against Strategic and Planning guidance</i>	Task Award	Continuous
1.3.2.2.2	<i>Assess and resolve possible Forum success objective shortfalls (During Planning & Execution)</i>	Task Date	Forum
1.3.2.2.3	<i>Perform Post Forum Objective and Outcome Analysis and Recommend Alternatives for Way Ahead</i>	Forum	Continuous
1.3.2.2.4	<i>Assess Cross Forum Performance and Objectives and Recommend Way Ahead Alternatives</i>	Task Award	Continuous
1.3.3	Task 3 – DPO Website Gatekeeper and “Champion” Support	Task Award	Continuous
1.3.3.1	Build/Maintain/Update the DPO Website	Task Award	Continuous
1.3.3.1.1	<i>Comply with Gatekeeper processes, security and procedures</i>	Task Award	Continuous
1.3.3.1.2	<i>Integrate/update Forum information, itineraries, schedules, briefing and documentation</i>	Task Award	Continuous
1.3.3.1.2.1	<i>Post forum briefing slides/read-ahead packages on web portal</i>	Task Award	Continuous
1.3.3.1.2.2	<i>Post forum minutes on web portal</i>	Task Award	Continuous
1.3.3.1.2.3	<i>Maintain a master schedule of events on DPO Web Portal</i>	Task Award	Continuous
1.3.3.1.2.4	<i>Develop/maintain and analyze issues for Task 2 DPO Forums</i>	Task Award	Continuous
1.3.3.1.3	<i>Maintain DPO web Links and Calendars</i>	Task Award	Continuous
1.3.3.1.3.1	<i>Perform Daily operational check of critical links and information/resolve issues & update data</i>	Task Award	Continuous
1.3.3.2	Develop DPO Website Report (Deliverable) Monthly, submitted as Attachment 2 to MSR	Task Award	Continuous
1.3.3.3	<i>“Champion” DPO web site by review/analysis of DPO events</i>	Task Award	Continuous
1.3.3.3.1	<i>Validate, update, archive meeting information and other content</i>	Task Award	Continuous
1.3.3.3.2	<i>Validate, update, archive DPO events, issues & calendars</i>	Task Award	Continuous
1.3.3.3.3	<i>Monitor links, subscriptions, user questions/suggestions/feedback</i>	Task Award	Continuous
1.3.3.3.4	<i>Monitor DPO web site subscriptions</i>	Task Award	Continuous
1.3.3.3.5	<i>Analyze DPO questions, coordinate responses to initiator, and update DPO web site data (as applicable)</i>	Task Award	Continuous
1.3.3.3.6	<i>Ensure all DPO website information (e.g. pictures, briefings, articles, workshop minutes, etc) are up-to-date</i>	Task Award	Continuous
1.3.3.3.7	<i>Assess Portal Process and address process improvements/participate in Gatekeeper COI</i>	Task Award	Continuous
1.3.3.3.8	<i>Develop and coordinate DPO portal improvements</i>	Task Award	Continuous
1.3.4	Task 4 – DPO/USTRANSCOM Briefing Development & Configuration Management	Task Award	Continuous
1.3.4.1	USTRANSCOM/DPO Briefings	Task Award	Continuous
1.3.4.1.1	<i>Develop & Maintain Forum Schedule, Participants, Objectives, Desired Results, and Document and Action Item Repository & Portal links</i>	Task Award	Continuous
1.3.4.1.2	<i>Develop/Implement Document & Briefing Configuration Management Schema</i>	Task Award	Continuous
1.3.4.1.3	<i>Maintain Situational Awareness of Command/DPO/National Partner Strategic and Operational Goals & Objectives</i>	Task Award	Continuous
1.3.4.1.4	<i>Maintain Situational Awareness of USTRANSCOM/DPO/DLGMS visions, mission, current/new initiatives and progress/issues</i>	Task Award	Continuous
1.3.4.1.5	<i>Maintain Situational Awareness of USTRANSCOM/DPO distribution operations, composition, accomplishments, challenges/lessons learned, & priorities</i>	Task Award	Continuous
1.3.4.1.6	<i>Maintain Situational Awareness of relationships between Forums, their objectives and outcome impact</i>	Task Award	Continuous
1.3.4.1.7	<i>Assess target audience needs and desires, global situational awareness and develop & manage Briefing Requirements</i>	Task Award	Continuous
1.3.4.1.8	<i>Develop and Update USTRANSCOM and DPO Briefing sets based on target audience & USTRANSCOM DPO requirements</i>	Task Award	Continuous
1.3.4.1.9	Develop DPO & USTRANSCOM Briefings report section of Master Briefing Schedule (Deliverable) Monthly, submitted as Attachment 3 to MSR	Task Award	Continuous
1.3.4.2	Master Briefing Schedule	Task Award	Continuous

1.3.4.2.1	Identify internal & external stakeholders for each briefing .	Task Award	Continuous
1.3.4.2.2	Analyze briefing goals & objectives and outcome success factors, develop and coordinate content with stakeholders & conduct murder boards	Task Award	Continuous
1.3.4.2.3	Coordinate presentation schedule with stakeholders & Forum POCs	Task Award	Continuous
1.3.4.2.4	Provide files to Forum lead, brief presentation as required or assist preparation of designated briefer	Task Award	Continuous
1.3.4.2.5	Compile Master Briefing Schedule (Deliverable) Monthly, submitted as Attachment 3 to MSR	Task Award	Continuous
1.3.5	Optional Task 5 – Planning and Execution of Visits by External Organizations and Visit/Conference Book Events		
1.3.5.1	Arrange and support tours and visits to J5/4 Directorate	Task Award	Continuous
1.3.5.1.1	Coordinate schedule of visitors	Task Date	Continuous
1.3.5.1.2	Develop agenda, SSS and coordinate and staff documentation and itineraries, consolidate briefings	Task Date	Tour/Visit-10
1.3.5.1.3	Provide read ahead's and biographies,	Task Date	Tour/Visit-10
1.3.5.1.4	Coordinate meeting rooms and venues, make calendar appointments, arrange VTC/teleconference meetings, special equipment and coordinate briefers	Task Date	Tour/Visit-10
1.3.5.1.5	Escort visits/tours, deconflict issues as they arise	Tour/Visit	Tour/Visit
1.3.5.1.6	Develop/maintain Visit Tour procedural guide	Task Award	Continuous
1.3.5.1.7	Develop and maintain Visit Tour log	Task Award	Continuous
1.3.5.2	Arrange and support Command Tours and Visits	Task Award	Continuous
1.3.5.2.1	Coordinate schedule of visitors, highlight GO/FO/VIP requirements & participation, ensure coordination with Protocol	Task Date	Tour/Visit-10
1.3.5.2.2	Develop agenda, SSS and coordinate and staff documentation and itineraries, consolidate briefings	Task Date	Tour/Visit-10
1.3.5.2.3	Provide read ahead's and biographies	Task Date	Tour/Visit-5
1.3.5.2.4	Coordinate meeting rooms and venues, make calendar appointments, arrange VTC/teleconference meetings, support or special briefing equipment and coordinate briefers	Task Date	Tour/Visit-10
1.3.5.2.5	Arrange VIP lodging and meals	Task Date	Tour/Visit-10
1.3.5.2.6	Coordinate VIP transportation, including pick-up, drop-off and flights, DV transport as appropriate	Task Date	Tour/Visit-10
1.3.5.2.7	Escort visits/tours, deconflict issues as they arise, support Protocol in executing Command visits	Tour/Visit	Tour/Visit
1.3.5.2.8	Develop meeting minutes, maintain Visit Tour log	Tour/Visit	Tour/Visit+5
1.3.5.3	Develop MSR Input: Visits by External Organizations and Visit/Conference Book Events (Deliverable) Monthly, submitted as Attachment 4 to MSR	Task Award	Continuous

1.3 Why the Unisys Team?

You get a superior team... When you partner with Unisys you get a full team with unmatched breadth and depth of USTRANSCOM knowledge, skills, and experience, backed by a dedicated management staff. Our people have consistently garnered the formal appreciation of senior USTRANSCOM officials. We offer the best value for the Government with a proven track record of effectively managing programs; setting the pace for systems migrations; analyzing and developing future DPO and DTS processes; and providing focused facilitation for working groups.

You get the reliability of quality methods... Our systematic methods ensure that we understand your requirements, meet your needs, and keep you apprised of our progress. We will openly and honestly communicate, coordinate, and collaborate. Our solution is based on four guiding principles: 1) Clear goals, 2) Adherence to formal and constantly improving best practices, 3) Detailed planning of and scheduling of all tasks and resources, and 4) Effective change management that results in achieving goals and producing deliverables. Through this framework, Unisys places quality assurance at the center of every project we undertake.

You get satisfaction at task end... Unisys is keenly aware of the need for positive returns on the Government's investment. We know the importance of the capability to conduct detailed analysis, validate conclusions, determine alternatives, collaborate and coordinate ideas, and gain acceptance. At the conclusion of this task, Unisys' outstanding support will be self-evident; your planning structure will be enhanced and total collaboration will have been achieved to track toward the DPO vision. Most important, the DPO stakeholders, regardless of where they are, will recognize significant advances in capability and reliability.

2. Project Plan

2.1 Management and Staffing

The Unisys team offers a lean, efficient management and staffing plan, as detailed below. For essential continuity, we will make a concerted effort to communicate closely with any departing incumbent personnel in order

to pick up where they leave off. At Unisys, continuous improvement is our byword; we strive to avoid re-inventing or fixing things that are already working well. We certify that the personnel information is true and complete and the individuals named are available for assignment on the effective date of the task order. Key personnel will be committed to the project for its duration. We will not consider substituting or replacing key personnel without written agreement of the contracting officer and client representative. Attachment 1 provides generic resumes for our Unisys team personnel.

A flexible, efficient labor plan...

Key	Labor Category		# of	Tasks	Task 5	Tasks	Task 5	Tasks	Task 5
			Persons	1-4	Opt	1-4	Opt	1-4	Opt
				Base	Base Yr	OY 1	OY 1	OY 2	OY 2
			FTE =	Hours	Hours	Hours	Hours	Hours	Hours
*	1	Program Manager	0.0625	108	12	108	12	108	12
*	3	Senior Functional Analyst	1	1752	168	1752	168	1752	168
*	5	Senior Logistics Analyst	0.9375	1800	0	1800	0	1800	0
	4	Functional Analyst	1	1646	274	1646	274	1646	274
*	4	Functional Analyst	1	1646	274	1646	274	1646	274
	15	Program Analyst	1	1028	892	1028	892	1028	892
	22	Technical Writer	1	204	1716	204	1716	204	1716
Totals			6	8184	3336	8184	3336	8184	3336

Table 2.1a. Personnel Summary and Labor Plan

2.2 Project Team Structure to PWS Paragraphs

Position Title/Labor Category	Contractual Requirements Paragraph				
	1.3.1: Task Area 1	1.3.2: Task Area 2	1.3.3: Task Area 3	1.3.4: Task Area 4	1.3.5: Task Area 5
Project Manager/LC2	X	X	X	X	X
Senior Functional Analyst/LC3		X		X	X
Senior Logistics Analyst/LC5		X		X	
Functional Analyst/LC4		X		X	
Functional Analyst/LC4		X	X	X	X
Program Analyst/LC15		X		X	X
Technical Writer/LC22	X	X	X	X	X

Table 2.1b. Team Structure related to PWS Paragraphs

2.3 Government-Furnished Resource Requirements

The Unisys team is prepared to coordinate the need for any Government-Furnished Equipment (GFE)/Government-Furnished Information (GFI) resources that may be required. This may include coordinating with Government Task Managers on the need for any special purpose software, tools, or licenses that may be required to complete the project within the defined time and scope. To meet the requirements of this task order, Unisys will need to gather technical and functional information/documentation from the DPO Community of Interest. As applicable, our team will use the most current version of software provided by and directed for use by the Government.

2.4 Teaming Arrangements

Unisys will utilize our teaming relationships to leverage our effectiveness on this task. Unisys will use an integrated core team of functional and technical experts with vast military experience. This core team that includes prime and subcontractor personnel will focus on maintaining a harmonious working relationship with the DPO Task Manager, Government and other contractor personnel within the DPO Community of Interest, and as applicable linkage with Government or other contractors in DOD Partner organizations.

2.5 Quality Assurance

The Unisys team defines quality as meeting or exceeding our customers' expectations, and our success is measured by the success of our clients. Our project management approach will allow us to respond effectively to

USTRANSCOM needs. Our leadership team will work with the USTRANSCOM DPO PMO to ensure risks are minimized, schedules are formulated and achievable, and resources are used effectively. Our quality control approach, outlined in the following will ensure we will meet the requirements of USTRANSCOM.

- **Oversight:** Oversight will include conducting rigorous review of project progress by senior Unisys team leadership and by conducting a structured internal review of all analysis and documents (security requirements permitting). This oversight will generate more thorough and complete results for USTRANSCOM, and enable the Unisys team leadership to assess when and if additional resources are needed to meet timelines and milestones. Additionally, this will leverage the extensive expertise of the Unisys team has to offer from prior senior military officers, government/industry executives, and highly experienced analysts with expertise directly relevant to distribution integration.
- **Peer Review:** The Unisys team will use "peer reviews" as an integral part of the quality assurance process. The peer review will be a required activity, scheduled, and conducted at both the peer and project levels. Peer reviews will be incorporated into the project schedule. Peers are drawn from the Unisys team personnel working on different aspects of the same projects, from personnel working on similar projects, or from both. These reviews focus on ensuring the product is being developed to meet its intended function. Depending on product complexity, multiple peer reviews can be established during product development. Regardless of the number of peer reviews performed, a peer review will always be scheduled shortly before the deliverable date, but allowing for sufficient time for corrections.
- **Project Status Reporting:** The Unisys team's project leadership will document progress on all ongoing tasks via periodic progress reports in accordance with the PWS. While the PWS states that the frequency of the task progress report will be monthly, we will conduct weekly management meetings to ensure satisfactory progress on the tasks and deliverables. **This is over and above the PWS and adds value to the government by providing close supervision on all task activities, regardless of location, with the Unisys team project managers throughout the entire project. This reduces risk to the government and saves the government time they would have to invest in close monitoring of the project.** During these meetings, we will discuss our progress toward task objectives, describe the status of deliverables, and identify any problems we may foresee
- **Problem Resolution:** The Unisys team's primary objective is client satisfaction. In the unlikely case that a problem arises, our program manager will have the authority and responsibility to resolve the issue. Our program manager will immediately bring issues (or potential issues), affecting performance to the attention of USTRANSCOM and will be empowered to resolve most issues on the spot. Should additional time be needed, we will respond, in all cases, with a proposed solution within one business day.

2.6 Risk Management

Unisys will give continuous attention to identifying and controlling project risks. The purpose of our risk management approach is to identify, track, and monitor all project risks. This includes the original risks identified during the proposal preparation process as well as those risks identified throughout the project lifecycle. Our risk approach is founded in two phases. The first phase addresses the risks identified during our proposal development process. The second phase contains risks that are identified throughout the project lifecycle that may impact our ability to meet any/all deliverables. Our risk repository will serve as our management tool for all project risks. When additional project risks are identified they will be first logged in this tool. Status will be maintained throughout the lifecycle of the risk. The risk issue report and the status will be tracked via our periodic progress reports as changes are made.

2.7 Organizational Conflict of Interest Considerations

Unisys Corporation (and its subcontractors) believe there could be a potential for some form of perceived OCI and to that end have prepared a OCI Mitigation Plan (Attachment 2) designed especially for this effort.

PART C. Price/Cost Approach

(b)(4)

DPO Senior Level Support Basic Year – 01 Oct 07 through 30 Sep 08				
CLIN Number	Quantity	Unit	Unit Price	Extended Amount
CLIN 0001 The contractor shall provide senior level support IAW the PWS Tasks 1-4	12	Months	<u>\$56,661.902</u>	<u>\$679,942.83</u>
CLIN 0002 The contractor shall provide senior level support IAW the PWS Task 5 (OPTIONAL)	12	Months	<u>\$15,896.857</u>	<u>\$190,762.29</u>
CLIN 0003 Travel IAW PWS para. 4.3	1	LOT	<u>\$ 6,000</u>	<u>\$6,000 NTE</u>

DPO Senior Level Support Option Year One – 01 Oct 08 through 30 Sep 09				
CLIN Number	Quantity	Unit	Unit Price	Extended Amount
CLIN 1001 The contractor shall provide senior level support IAW the PWS Tasks 1-4	12	Months	<u>\$58,403.413</u>	<u>\$700,840.96</u>
CLIN 1002 The contractor shall provide senior level support IAW the PWS Task 5 (OPTIONAL)	12	Months	<u>\$16,635.813</u>	<u>\$199,629.76</u>
CLIN 1003 Travel IAW PWS para. 4.3	1	LOT	<u>\$ 6,000</u>	<u>\$6,000 NTE</u>

DPO Senior Level Support Option Year Two – 01 Oct 09 through 30 Sep 10				
CLIN Number	Quantity	Unit	Unit Price	Extended Amount
CLIN 2001 The contractor shall provide senior level support IAW the PWS Tasks 1-4	12	Months	<u>\$60,290.317</u>	<u>\$723,483.81</u>
CLIN 2002 The contractor shall provide senior level support IAW the PWS Task 5 (OPTIONAL)	12	Months	<u>\$17,342.692</u>	<u>\$208,112.31</u>
CLIN 2003 Travel IAW PWS para. 4.3	1	LOT	<u>\$ 6,000</u>	<u>\$6,000 NTE</u>

TOTAL BASE YEAR + OPTIONS (LABOR) \$2,702,771.96

TRAVEL \$18,000.00

TOTAL LABOR + TRAVEL \$2,720,771.96

RFTOP #07-03 DPO Senior-Level Support

Breakout of Proposed Labor Categories and Hours

Breakout of Proposed Labor Categories and Hours													
Base Year (1 October 2007 - 14 June 2008)							Base Year (15 June 2008 - 30 September 2008)						
Cat No.	Labor Category	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount
Part A Labor Categories													
	Category Description												
01	PROGRAM MANAGER												
02	PROJECT MANAGER												
03	SENIOR FUNCTIONAL ANALYST												
04	FUNCTIONAL ANALYST												
05	SENIOR LOGISTICS ANALYST												
06	LOGISTICS ANALYST												
07	DATABASE MANAGEMENT SPECIALIST												
08	ADMINISTRATIVE SPECIALIST												
09	SENIOR TRAINING SPECIALIST												
10	TRAINING SPECIALIST												
11	SR. BPR SPECIALIST												
12	BPR SPECIALIST												
13	SR. SYSTEMS ANALYST												
14	SYSTEMS ANALYST												
15	PROGRAM ANALYST												
16	FINANCIAL ANALYST												
17	OP RESEARCH ANALYST												
18	SYSTEMS ARCHITECT												
19	SR. INFORMATION ENG.												
20	INFORMATION ENGINEER												
21	SUBJECT MATTER EXPERT												
22	TECHNICAL WRITER												
Total Labor Hours													
Total Labor Dollars		\$610,199.01			\$0.00			\$260,406.11			\$0.00		
Other Direct Costs (ODCs)		Amount	G&A %										
Estimated Travel ODCs (\$)		\$4,848.09	23.76%		\$6,000.00								
Estimated Materials ODCs (\$)		\$0.00			\$0.00								
Total ODCs				\$6,000.00									
Task Order Total (including ODCs)		\$976,705.12											

Overall Contract Total for 3 Years \$2,720,771.95

NOTES:

RFTOP #07-03 DPO Senior-Level Support

Breakout of Proposed Labor Categories and Hours

Breakout of Proposed Labor Categories and Hours													
1st Option Year (1 October 2008 - 14 June 2009)							1st Option Year (15 June 2009 - 30 September 2009)						
Cat No.	Labor Category	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount
Part A Labor Categories													
	Category Description												
01	PROGRAM MANAGER												
02	PROJECT MANAGER												
03	SENIOR FUNCTIONAL ANALYST												
04	FUNCTIONAL ANALYST												
05	SENIOR LOGISTICS ANALYST												
06	LOGISTICS ANALYST												
07	DATABASE MANAGEMENT SPECIALIST												
08	ADMINISTRATIVE SPECIALIST												
09	SENIOR TRAINING SPECIALIST												
10	TRAINING SPECIALIST												
11	SR. BPR SPECIALIST												
12	BPR SPECIALIST												
13	SR. SYSTEMS ANALYST												
14	SYSTEMS ANALYST												
15	PROGRAM ANALYST												
16	FINANCIAL ANALYST												
17	OP RESEARCH ANALYST												
18	SYSTEMS ARCHITECT												
19	SR. INFORMATION ENG.												
20	INFORMATION ENGINEER												
21	SUBJECT MATTER EXPERT												
22	TECHNICAL WRITER												
Total Labor Hours													
Total Labor Dollars		\$632,152.96			\$0.00		\$268,317.76			\$0.00			
Other Direct Costs (ODCs)		Amount	G&A %										
Estimated Travel ODCs (\$)		\$4,648.09	23.76%	\$6,000.00									
Estimated Materials ODCs (\$)		\$0.00		\$0.00									
Total ODCs				\$6,000.00									
Task Order Total (including ODCs)		\$906,470.71											

NOTES:

RFTOP #07-03 DPO Senior-Level Support

Breakout of Proposed Labor Categories and Hours

Breakout of Proposed Labor Categories and Hours													
2nd Option Year (1 October 2009 - 14 June 2010)							2nd Option Year (15 June 2010 - 30 September 2010)						
Cat No.	Labor Category	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount	Labor Hours	Govt. Site Hourly Rate	Govt. Site Amount	Labor Hours	Contractor Site Hourly Rate	Contractor Site Amount
Part A Labor Categories													
	Category Description												
01	PROGRAM MANAGER												
02	PROJECT MANAGER												
03	SENIOR FUNCTIONAL ANALYST												
04	FUNCTIONAL ANALYST												
05	SENIOR LOGISTICS ANALYST												
06	LOGISTICS ANALYST												
07	DATABASE MANAGEMENT SPECIALIST												
08	ADMINISTRATIVE SPECIALIST												
09	SENIOR TRAINING SPECIALIST												
10	TRAINING SPECIALIST												
11	SR. BPR SPECIALIST												
12	BPR SPECIALIST												
13	SR. SYSTEMS ANALYST												
14	SYSTEMS ANALYST												
15	PROGRAM ANALYST												
16	FINANCIAL ANALYST												
17	OP RESEARCH ANALYST												
18	SYSTEMS ARCHITECT												
19	SR. INFORMATION ENG.												
20	INFORMATION ENGINEER												
21	SUBJECT MATTER EXPERT												
22	TECHNICAL WRITER												
Total Labor Hours													
Total Labor Dollars		\$613,336.75			\$0.00			\$278,219.37			\$0.00		
Other Direct Costs (ODCs)		Amount	G&A %										
Estimated Travel ODCs (\$)		\$4,848.00	23.76%	\$6,000.00									
Estimated Materials ODCs (\$)		\$0.00		\$0.00									
Total ODCs				\$6,000.00									
Task Order Total (including ODCs)		\$937,596.12											

NOTES

ATTACHMENT 1

Key Personnel Generic Resumes

Labor Category: Project Manager
Education: M.A. or M.S..
General Experience: More than 15 years' experience in program and project management.
Evidence: Proven, documented ability to manage complex programs across multi-echeloned projects.
<p>Specific Experience: The onsite Project Manager has more than 15 years of operational, project management, program management, and business/workflow analysis experience in DOD and other Federal Agency secure environments. Proven skills in successfully managing large, complex, diverse projects, including those requiring coordination with and cooperation of multiple, disparate organizations. Significant experience with DOD transportation, distribution processes, including a minimum of 5 years' experience in Joint Deployment and Distribution Enterprise (JDDE) organizations. Well versed in doctrine, organization, training, materiel, leadership and education, personnel, and facilities (DOTMLPF) implementation, including document change request (DCR) creation and staffing. Detailed familiarity with Joint Logistics (Distribution) (JL (D)) Joint Integrating Concept (JIC) and supporting documents.</p> <p>Candidates Education/Experience: Candidate has Master of Business Administration degree with more than 15 years project management experience in leading, managing and participating in information engineering project teams. This experience spans the spectrum of systems/software lifecycle, from requirements definition through implementation and maintenance. Additionally he has provided guidance and direction as he managed multi-task contracts of this type and complexity. Project Manager for the USTRANSCOM C2 Implementation Support Task Order to TCJ3-I Division. Project Manager for the Architecture Development for a Scheduler Product Line (ADSPL) project, using the USAF Command and Control Systems Target Architecture (C2STA) as the primary standard. Managed use of Carnegie Mellon SEI Attributes Design Documentation methodology and Capabilities Maturity Model (CMM) to manage development of the architecture artifacts in an object-oriented environment. Responsible for management of operations and maintenance of the Air Force's Air Mobility Command (AMC) Global Decision Support System (GDSS) at the Fairview Heights Facility. Tasks include full program lifecycle activities: monitoring task accomplishments, setting and maintaining schedules, establishing and enforcing metric monitoring, conducting risk analysis, developing and implementing risk management plans, ensuring management document preparation, and maintaining effective cost and schedule control for all accounts, resources and program deliverables. Led requirements development effort for USTRANSCOM Business to Customer, Business to Business and Classified Web Portals, and developed the life cycle cost estimate and functional requirements for USTRANSCOM's Business Decision Support System (BDSS). Designed and installed GroupSystems LAN at Unisys Corporation Midwest Operations Office. Candidate has extensive experience using Microsoft Project application to aid in project scheduling and tracking. Has performed as a USTRANSCOM GATEKEEPER to design J3-I web pages, and is experienced using Adobe Acrobat to prepare content for publication, and using Microsoft Office, including Word, Project, Power Point, and Excel, to prepare documents, briefings, spread sheets, and project plans for posting to the website at a level of expertise suitable for Mid and Senior level management.</p>
Security Clearance: Top Secret

Labor Category: Senior Functional Analyst
Education: B.A. or B.S. minimum. Normally a Master's Degree.
General Experience: More than 10 years of DOD, Government, and/or commercial experience analyzing user needs to determine functional and cross-functional requirements and capabilities.
Evidence: Functional and technical experience in mapping "as-is" distribution processes and developing "to-be" solutions.
<p>Specific Experience: Extensive experience with DOD and/or commercial supply chain and distribution management. Experience in determining user functional needs, solution development, and allocation of resources. Substantial background in supply chain analysis, design, and implementation. DOD experience includes extensive and recent distribution support in and for DOD organizations, including USTRANSCOM, the Defense Logistics Agency (DLA), Joint Staff J4, Joint Forces Command (JFCOM), and Combatant Commander Logistics Directorates. This experience includes logistics policy and guidance, development of logistics support plans, and provision of input to acquisition milestone documentation. Deep knowledge of Joint Capabilities Integration and Development System (JCIDS) process and document requirements, including functional area analysis (FAA), functional needs assessment (FNA), and functional solutions analysis (FSA) development. Well versed in DOTMLPF implementation, including DCR development and staffing. Experienced in capabilities-based assessment team (CBAT) processes. Detailed familiarity with JL (D) JIC and supporting documents. Detailed familiarity with current DPO forums and initiatives, including CBATs, distribution portfolio management (DPfM) focus areas, and interface control document (ICD) implementation requirements.</p>
Security Clearance: Secret

Labor Category: Senior Logistics Analyst

Education: B.A. or B.S. Normally a Master's Degree.

General Experience: More than 10 years of DOD/Government experience providing logistics analysis for acquisition and operations.

Evidence: Documented experience in DOD and commercial global supply chain and distribution arenas. Proven ability to conduct detailed analysis of distribution pipeline performance and trends. Recognized certifications in supply chain management, logistics.

Specific Experience: Experience performing logistics support functions. Extensive experience with DOD and/or commercial supply chain and distribution management. Substantial background in supply chain analysis, design, and implementation. Recent and relevant experience with analysis and optimization of supply and distribution networks. Broad past experience supporting the analysis of supply chain design and performance, as well as expertise in developing and reviewing logistics policy and guidance and developing logistics support plans. Commercial expertise includes developing and implementing global supply chain network optimization, logistics BPR, and supply chain financial/efficiency analysis. Commercial clients supported include major automobile manufacturers, global electronic systems retailers, and multibillion-dollar food distribution operations. DOD experience includes extensive and recent distribution support in and for DOD organizations.

Candidate Education/Experience: MBA with more than 28 years of experience in supply, logistics systems management, and transportation management functions. Candidate has over 15 years experience in leading, managing and participating in architecture development and information engineering project teams. His experience encompasses operational and systems requirements management, from requirements definition through implementation and maintenance of the enterprise architecture and associated systems. He was instrumental in developing capability requirements and architecture products for the AT21 CDD, WPS-GATES integration effort, and Mobile DCS-GATES Capability. He participated in developing JDDA SCOR level 5-6 activity decomposition information to support a number of J3 efforts, including AT21 and Single Operating Environment for Distribution Architecture concept. He developed several data base products to support architecture and portfolio management tasks. Additionally, he participated in a number of process improvement efforts that impacted development and maintenance of the DTS Enterprise Architecture, implementation of the Enterprise Capability Management (ECM) process, and using Enterprise Architecture information to improve the operational assessment process. He assists in the ECM project to provide business rules, system automation tools information requirements and process development to make investment decisions for new requirements and legacy system migration actions for the USTRANSCOM Enterprise Architecture, and recently managed the Defense Transportation Tracking System (DTTS) architecture development team and led the DTTS – IRRIS Satellite Tacking System Comparison. He possesses broad expertise in logistics management, including transportation, distribution, supply and inventory control, as well as management and control of funds and resources. He is a retired Navy Supply Corps Officer having led Supply Departments on two ships, Cataloging Division at the Navy ICP and Material Division at a Naval Shipyard.

Security Clearance: Top Secret

Labor Category: Functional Analyst

Education: B.A. or B.S. minimum. Normally a Master's Degree.

General Experience: More than 7 years of DOD, Government, and/or commercial experience analyzing user needs to determine functional and cross-functional requirements and capabilities.

Evidence: Functional and technical experience in mapping "as-is" distribution processes and developing "to-be" solutions.

Specific Experience: Extensive experience with DOD and/or commercial supply chain and distribution management. Experience in determining user functional needs, solution development, and allocation of resources. Substantial background in supply chain analysis, design, and implementation. DOD experience includes recent distribution support in and for DOD organizations, including USTRANSCOM, the Defense Logistics Agency (DLA), Joint Staff J4, Joint Forces Command (JFCOM), and Combatant Commander Logistics Directorates. This experience includes logistics policy and guidance, assisting development of logistics support plans, and provision of input to acquisition milestone documentation. Extensive knowledge of Joint Capabilities Integration and Development System (JCIDS) process and document requirements, including functional area analysis (FAA), functional needs assessment (FNA), and functional solutions analysis (FSA) development. Experienced in DOTMLPF implementation, including DCR development and staffing. Experienced in capabilities-based assessment team (CBAT) processes. Familiarity with JL (D) JIC and supporting documents. Familiarity with current DPO forums and initiatives, including CBATs, distribution portfolio management (DPfM) focus areas, and interface control document (ICD) implementation requirements. Possesses functional and technical experience in designing web pages, using Adobe Acrobat to prepare content for publication, and using Microsoft Office, including Word, Project, Power Point, and Excel, to prepare documents, briefings, spread sheets, and project plans for posting to the website at a level of expertise suitable for Mid and Senior level management.

Security Clearance: Secret

ATTACHMENT 2

Plan for Mitigating Organizational Conflict of Interest (OCI)

As a large IT firm with a worldwide presence, Unisys has a well-developed plan and comprehensive procedures for identifying and mitigating actual or perceived conflict of interest issues. The Unisys plan is based on identifying potential conflicts, obtaining signed proprietary agreements, and building firewalls between those individuals/organizations with access to sensitive internal budgetary or source selection information and the remaining individuals/organizations working under the program. The Unisys Corporation *Conflict of Interest Mitigation Plan* has been included in this OCI plan with references to this particular Task Order added.

1.0 Purpose: To provide guidelines to ensure proper actions on the part of Unisys Corporation and its subcontractors under the United States Transportation Command Command's Advisory and Assistance Services Contract HTC711-07-D-0008, Task Order 07-03 for the United States Transportation Command (USTRANSCOM) Distribution Process Owner Senior-Level Support effort to avoid any potential perceived or actual conflict of interest in the conduct of their professional work.

2.0 Policy: It is Unisys policy to comply fully with both the spirit and the intent of all applicable laws and regulations designed to preserve and maintain the integrity of the procurement system as they relate to procurement integrity, organizational conflict of interest, and business ethics. Violation of these policies is considered a very serious breach of discipline. Our team members have subscribed to this policy without reservation.

3.0 Scope: This procedure will apply to all Unisys employees and subcontractors working under this Task Order.

4.0 Procedures: This section defines specific procedures that will be employed by Unisys to first identify and then contain and control the impact of any actual or perceived occurrences.

Upon the initial awareness of new work efforts, the team leads and the Project Manager responsible for performance will closely examine the work effort. For work that may include systems engineering or architecture and technical directions, the manager will determine if the systems engineering or architecture tasks include a combination of substantially all of the following:

- Determining specifications
- Identifying and resolving interference problems
- Developing test requirements
- Evaluating test data
- Supervising design.

For work that may include technical direction, determine if the task includes a combination of substantially all of the following activities:

- Developing work statement
- Determining parameters
- Directing other contractors and operations
- Resolving technical controversies
- Program management assistance
- Strategic planning assistance

If the task order requires us to obtain or have access to proprietary information of others, Unisys will obtain agreement from the companies to protect their information from unauthorized disclosure for as long as it remains proprietary and to not use the information for any purpose other than as authorized. Properly executed agreements will be provided to the Government Task Monitor (and Contracting Officer if requested).

Unisys will take steps to ensure that it is not provided with an unfair competitive advantage from contracted resources through the use of proprietary and source selection information that any Unisys team members, including all subs have obtained. This will be rigorously enforced through certification requirements as provided by H.21 NONDISCLOSURE OF SENSITIVE AND/OR PROPRIETARY DATA, 52.203-9100 (H5XX) (OCT 1998) (FAR 3.104).

Unisys agrees that if a potential conflict or the appearance of a conflict of interest exists, we will make a disclosure in writing to the Government Task Monitor (TM) and contracting officer (CO). The disclosure will at least include:

- Full disclosure of all the relevant facts
- Description of the actual or potential conflict of interest
- Discussion of how the conflict of interest would be mitigated, avoided, or neutralized
- Any effects on the quality and timeliness of supplies or services to be delivered under the mitigation plan
- Cost of mitigation, avoidance, or neutralization

All other information requested by the CO to determine the existence and appropriate resolution of the OCI
If a conflict or potential conflict is identified, Unisys will proceed as follows:

1. Regardless of whether a conflict or potential conflict exists, all personnel working on the DPO Senior-Level Support effort must have executed a current appropriate non-disclosure agreement. Unisys and subcontractor personnel will comply with the non-disclosure agreement requirements, and not release any information from this project to the Unisys Corporation, or a subcontractor's parent company until the Government makes the information public. Anyone who declines to sign such an agreement will be denied access to such data and removed from any position that could compromise the integrity of the work in question. Copies of new or updated non-disclosure agreements will be sent to the Government Task Monitor (and Contracting Officer, if requested).
2. Other conflicts of interest will be administered by building walls of information insulation and by superimposing over the various walls the Unisys Ethics Program and its companion training programs.
 - a) The first wall is the Unisys Ethics Program itself, which stresses the need to comply with Unisys Ethics Policies and Government regulations, identifies what and how conflicts occur, and clearly advises of the personal liability for violation.
 - b) The second wall is the general Unisys Ethics and Non-Disclosure Statement signed by all personnel working on the contract. It states that they will protect all privileged information inadvertently obtained that is Government or other company sensitive. This statement will be signed by all new hires at time of hiring and by all subcontractor personnel upon being assigned to this contract.
 - c) The third wall will have specific restrictions placed on sensitive types of information such as test data, financial data, requirements data, strategic planning initiatives and specifications for future procurements. This specific protection will be controlled by personnel signing specific certificates of non-disclosure.
 - d) The fourth wall is to physically compartmentalize data and to segregate access to data or personnel on a need-to-know basis. This procedure is similar to security procedures currently established for compartmentalization.
 - e) The fifth wall is a check out procedure whereby managers will ensure that any and all personnel involved in this contract will be reminded, through exit interviews, of their legal commitment to protect the sensitive data of the Government, other contractors, and Unisys to which they have had access.
 - f) The sixth wall would be to screen those individuals who might have access to procurement sensitive data or who worked on a task that leads directly to a competitive procurement from any participation in the preparation of a proposal responding to that procurement.

The seventh wall would be used in those limited circumstances when Unisys is required to perform a task where products might become part of a future procurement to which a Unisys entity might wish to submit a proposal as prime or subcontractor and could not screen out the employees who would otherwise work on the task from a future bid. With full disclosure and the Contracting Officer's prior approval, Unisys will subcontract the work to a company that will guarantee arm's length isolation from Unisys, thus avoiding and/or mitigating the potential conflict of interest. This subcontractor will provide all products/services directly to the Government. Unisys will receive letters of transmittal of deliverables. Such letters will not contain proprietary information. Unisys will also receive progress reports but such reports will not contain specifics or information that would contain information which provide an unfair competitive advantage. Subcontractors will be clearly advised that violations may result in termination for default and the attendant costs.

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED <div style="text-align: center;">Secret</div> b. LEVEL OF SAFEGUARDING REQUIRED <div style="text-align: center;">Secret</div>																																																																																																																	
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)			3. THIS SPECIFICATION IS: (X and complete as applicable)																																																																																																																		
a. PRIME CONTRACT NUMBER		<input checked="" type="checkbox"/>		a. ORIGINAL (Complete date in all cases)																																																																																																																	
b. SUBCONTRACT NUMBER				DATE (YYYYMMDD) 20070716																																																																																																																	
c. SOLICITATION OR OTHER NUMBER		DUE DATE (YYYYMMDD)		b. REVISED (Supersedes all previous specs)																																																																																																																	
				REVISION NO.																																																																																																																	
				DATE (YYYYMMDD)																																																																																																																	
				c. FINAL (Complete Item 5 in all cases)																																																																																																																	
				DATE (YYYYMMDD)																																																																																																																	
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under FA4452-06F-0015 (Preceding Contract Number) is transferred to this follow-on contract																																																																																																																					
5. IS THIS A FINAL DD FORM 2547 <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____ retention of the classified material is authorized for the period of _____																																																																																																																					
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)																																																																																																																					
a. NAME, ADDRESS AND ZIP CODE		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE (Name, Address and Zip Code)																																																																																																																	
				Defense Security Service 7010 Little River Turnpike Suite 430 Annandale, VA 22003																																																																																																																	
7. SUBCONTRACTOR																																																																																																																					
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9. GENERAL IDENTIFICATION OF THIS PROCUREMENT This contract will provide Distribution Process Owner (DPO) Senior Level Support to TCIS/4.																																																																																																																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">10. CONTRACTOR WILL REQUIRE ACCESS TO:</td> <td>YES</td> <td>NO</td> <td colspan="2">11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:</td> <td>YES</td> <td>NO</td> </tr> <tr> <td colspan="2">a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION</td> <td></td> <td><input checked="" type="checkbox"/></td> <td colspan="2">a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY</td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td colspan="2">b. RESTRICTED DATA</td> <td></td> <td><input checked="" type="checkbox"/></td> <td colspan="2">b. RECEIVE CLASSIFIED DOCUMENTS ONLY</td> <td></td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td colspan="2">c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION</td> <td></td> <td><input checked="" type="checkbox"/></td> <td colspan="2">c. 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12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release. ☐ Direct ☒ Through (Specify)

USTRANSCOM Public Affairs, Attn: TCPA, 508 Scott Drive, Scott AFB IL 62225 5257 Commercial (618) 229-1162, DSN 779-1162.
Public release of Sensitive Compartmented Information or COMSEC material is not authorized

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

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

Ref. Block 8c: For work done on Scott AFB, the 375th SFS/SFAC, 201 W. Winters, Scott AFB IL 62225, is the cognizant security office

Compliance with the National Industrial Security Program Operating Manual (NISPOM), (<http://fas.org/irp/offdocs/eq12829>) Air Force, USTRANSCOM, and Scott AFB, security practices is required

Reference block 10j: FOUO applies. Reference DOD 5200.1-R, Appendix 3, which provides guidance on controlling FOUO information.

All contractor personnel shall possess SECRET Security Clearances at time of award

Ref Blocks 11a, b & c: Contractor will not routinely work with classified information but may on occasion require classified access in performance of this contract. The contractor will not create or generate any classified material as part of this contract

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

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

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

a. TYPED NAME OF CERTIFYING OFFICIAL	b. TITLE	c. TELEPHONE (Include Area Code)
LORENE A. JANSON	CONTR OFFICER REPRESENTATIVE	(618) 229-4959

d. ADDRESS (Include Zip Code)
USTRANSCOM TCJ5/4-SP
508 SCOTT DRIVE
SCOTT AFB ILL 62225

e. SIGNATURE

17. REQUIRED DISTRIBUTION

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR |
| <input type="checkbox"/> | b. SUBCONTRACTOR |
| <input checked="" type="checkbox"/> | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR |
| <input type="checkbox"/> | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input checked="" type="checkbox"/> | e. ADMINISTRATIVE CONTRACTING OFFICER |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY |