

DELIVERY ORDER **FINAL**

1 CONTRACT NO N00178-05-D-4442	2 DELIVERY ORDER NO JM0802	3 EFFECTIVE DATE ORIG 10/01/2008 MOD 10/27/2008	4 PURCHASE REQUEST NO N69450-09-MR-30377	Rating Unrated
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5 ISSUED BY NAVFAC SOUTHEAST Bldg 902 P O. Box 143 Jacksonville FL 32212-0143 dawn.m.brown@navy.mil 904-542-6379	CODE N69450	6 ADMINISTERED BY DCMA SOUTHERN VIRGINIA 2000 Enterprise Parkway, Suite 200 Hampton VA 23666	CODE S5111A
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7 CONTRACTOR Management Consulting Inc 1617 Diamond Springs Road Virginia Beach VA 23455-3009	CODE 3X778	FACILITY	8 DELIVERY DATE See Section F
			9. CLOSING DATE/TIME (hours local time – Block 5 issuing office)
			SET ASIDE TYPE
			10. MAIL INVOICES TO See Section G

11 SHIP TO See Section D	12 PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P O Box 182264 Columbus OH 43218-2264
	CODE HQ0338

13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract
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ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED. SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH. AND AGREES TO PERFORM THE SAME

Management Consulting Inc _____ NAME OF CONTRACTOR	Charles D. Walden Director of Contract _____ TYPED NAME AND TITLE
SIGNATURE	DATE SIGNED

14 ACCOUNTING AND APPROPRIATION DATA
See Section G

15 ITEM NO	16 SCHEDULE OF SUPPLIES/SERVICES	17 QUANTITY ORDERED/ACCEPTED*	18 UNIT	19 UNIT PRICE	20 AMOUNT
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See the Following Pages

*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle	21 UNITED STATES OF AMERICA By: Dawn M Brown 10/27/2008 CONTRACTING/ORDERING OFFICER	22. TOTAL \$76,340 00
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SECTION	DESCRIPTION	SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS	H	SPECIAL CONTRACT REQUIREMENTS
C	DESCRIPTION/SPECS/WORK STATEMENT	I	CONTRACT CLAUSES
D	PACKAGING AND MARKING	J	LIST OF ATTACHMENTS
E	INSPECTION AND ACCEPTANCE		
F	DELIVERIES OR PERFORMANCE		
G	CONTRACT ADMINISTRATION DATA		

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GENERAL INFORMATION

The purpose of this modification is to change period of performance and billable. Accordingly, said Task Order is modified as follows: Period of performance 11/1/08 - 9/30/09. The number of total hours is 1832, and the billable amount is \$41.67/hour. Total FFP / 11 months. A conformed copy of this Task Order is attached to this modification for information purposes only.

The total value of the task order remains unchanged. The total amount of funds obligated to the task is hereby increased by \$0.00 from \$76340.00 to \$76340.00.

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New hire: Eddie Bondurant

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services	Qty	Unit	Unit Price	Total Price
2000	ENG TECH IV PWD Pensacola FL IAB (O&MN,N)	2000.0	LH	\$38.17	\$76,340.00

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

STATEMENT OF WORK (SOW) FOR ENGINEERING TECHNICIAN

SCOPE.

Under this task order, the contractor will independently provide support services to satisfy the overall operational objectives of the execution of NAVFAC Southeast's broad and diverse mission of facilitating inter-governmental operational requirements. This position will provide engineering technician support to the PWD Pensacola, FL office. The primary objective is to provide contractor services and deliverables through performance of an Engineering Technician.

ORGANIZATION. Naval Facilities Engineering Command, Southeast, Jacksonville, FL; PWD Pensacola, FL

TASKS/SERVICES. The contractor shall:

- Administers the Construction Quality Management Program
- Reviews project plans and specifications for technical soundness and to determine practicability from a construction management standpoint
- Makes on-site visits to projects to obtain information on facility/site conditions and develop recommendations during project development
- Prepares Quality Assurance Plans
- Attends pre-construction conferences
- Reviews and recommends approval of progress schedules and technical submittal approvals
- Reviews safety plans
- Performs cost and price analysis to highlight hidden and unnecessary costs, providing input to the construction engineer preparing the pre-and post-negotiation documentation.
- Coordinates construction operations between contractors, station personnel, and other government agencies.
- Reviews contractor daily reports for thoroughness and accuracy and checks daily payrolls for any discrepancies
- Makes on-site visits during construction to check progress, verify contractor compliance with plans and specifications, and resolves problems
- Ensures contractor's compliance with safety requirements

DELIVERABLES.

95% of the requirements above should be submitted on time and accurate.

CERTIFICATIONS, LICENSE, PHYSICAL REQUIREMENTS OR OTHER EXPERTISE REQUIRED The contractor must have:

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Extensive technical and practical knowledge, and experience as a engineering technician

Sound understanding of engineering concepts, principles and practices applicable to civil, mechanical, electrical, and/or environmental engineering concerned with the design, layout, and supervision of construction operations

Ability to prepare or review technical engineering specifications and statements of work covering complex and diverse engineering designs or changes

Thorough knowledge of construction practices and methods as well as construction management

Ability to write and speak to report on progress and outcome of technical assignments and to present recommendations

Ability to monitor construction projects to a successful and timely completion

Knowledge of Primavera SureTrak scheduling software and/or other construction scheduling software packages

Knowledge of safety and occupational health principles, practices, procedures, laws and regulations as they relate to engineering performance requirements

This individual will not serve on Technical Evaluation Boards, Price Evaluation Boards or Source Selection Boards as a voting or advisory member without first receiving approval for the use of advisory and assistance services by the NAVFAC Acquisition proponent IAW NFAS 37.203. In addition, this individual will not be assigned as a Contracting Officer's Authorized Representative.

PERIOD OF PERFORMANCE.

The period of performance is 10/1/08 to 9/30/09.

PLACE OF PERFORMANCE.

The place of performance is Pensacola, FL .

OPERATIONAL HOURS.

Work will be performed 40 hours per week during normal business hours, Monday-Friday, excluding Federal holidays.

OVERTIME.

Overtime is NOT authorized.

SAFETY ISSUES.

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GOVERNMENT-FURNISHED EQUIPMENT, BADGE, KEYS AND/OR FACILITIES PROVIDED. Government will furnish government badge and hard hat. Safety shoes will be provided by the employee.

SECURITY CLEARANCE/POLICE CHECK/DRIVING RECORD CHECK. NONE

Work under this task order is UNCLASSIFIED. The contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order. If necessary, the contractor will be required to provide clearances for personnel requiring access to Government computers and workstations.

REIMBURSABLE EXPENSES (TRAVEL, CONFERENCE, TRAINING, EQUIPMENT OR MATERIALS, ETC.)

Travel is not required. The contractor will be required to travel to other locations in support of the tasks described in this statement of work. Prior to incurring any travel expenses, contractor personnel must obtain written authorization from the Project Officer that approves approximate travel, dates, expected duration, origin and destination, purpose, estimated costs and the number and names of personnel traveling. Contractor expense reports shall be prepared and processed in accordance with the Federal Travel Regulation (FTR).

NON-PERSONAL SERVICE STATEMENT.

Contractor employees performing services under this order will be controlled, directed and supervised at all times by management personnel of the contractor. The contractor's management shall ensure that employees properly comply with the performance standards outlined in the Quality Assurance Surveillance Plan (QASP). Contractor employees will perform independent of and without the supervision of any Government official. Actions of contractor employees may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the appropriated funds of the U.S. Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and will perform the inspection and acceptance of the completed work.

GOVERNMENT PROJECT OFFICER.

The Government Project Officer will provide general instructions on limitations and deadlines, and is responsible for administration of the task order in compliance with the contract to include inspection and acceptance of deliverables.

Point of Contact: Rhonda Grimes

Phone: (904) 542-6101 DSN: 942

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E-Mail: Rhonda.grimes@navy.mil

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SECTION D PACKAGING AND MARKING

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SECTION E INSPECTION AND ACCEPTANCE

N/A

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

purpose of this modification is to change period of performance and billable. Accordingly, said Task Order is modified as follows: Period of performance 11/1/08 - 9/30/09. The number of total hours is 1832, and the billable amount is \$41 67/hour. Total FFP / 11 months.

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SECTION G CONTRACT ADMINISTRATION DATA

SUBMISSION OF INVOICES

In accordance with DFAR CLAUSE 252 232-7003 (JAN 2004) the contractor shall submit invoicing electronically through Wide Area Work Flow (WAWF). Facsimile, e-mail, and scanned documents are not acceptable electronic forms.

Task Order Manager
Dawn M Brown, ACQ
Bldg 903 P O Box 30
Jacksonville, FL 32212
dawn.m.brown@navy.mil
904-542-6379

Accounting Data		
SLINID	PR Number	Amount

2000		76340.00
LLA :		
AA1708081804/KU2N/0252/62470/8/068732/2D/SC225Q/AA003GPRT008		

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SECTION H SPECIAL CONTRACT REQUIREMENTS

SECURITY REQUIREMENT

The following is required for all DoD contractor employees working in Government facilities.

DOD 5200.08-R/C3 3: "The CAC shall be the principal identity credential for supporting interoperable access to installations, facilities, buildings, and controlled spaces".

DOD 5200.08-R/C3 3.1.2: "A National Agency Check with Inquiries (NACI) or equivalent national security clearance (e.g. National Agency Checks including credit check (NACLC)) is required for permanent issuance of the credential. The credential may be issued upon favorable return of the FBI fingerprint check, pending final favorable completion of the NACI/equivalent, based on a commander/director risk management decision. An individual holding a valid national security clearance shall not require an additional submission of the NACI/equivalent."

SECNAV M-5510.30/9-24,6: "Commands will include the FAD (facility access determination) program requirements in contract specifications when trustworthiness determinations will be required on the contractor employees". In this case the FAD program requirement is a CAC now required by the regulation above

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SECTION I CONTRACT CLAUSES

Standard Clauses shall apply

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SECTION J LIST OF ATTACHMENTS

WAWF INVOICE INSTRUCTIONS AND ROUTING TABLE

ELECTRONIC INVOICING/WIDE AREA WORK FLOW (WAWF) INSTRUCTIONS:

WAWF IMPLEMENTATION

INVOICING PROCEDURES ELECTRONIC (NAVFAC November 2007)

(a) In accordance with the clause of this contract entitled "Electronic Submission of Payment of Requests" (DFARS 252.232-7003), this contract/order will utilize the DoD Wide Area Workflow Receipt and Acceptance (WAWF) system to accept supplies/services delivered under this contract/order. This web-based system, located at <https://wawf.eb.mil>, provides the technology for Government contractors and authorized Department of Defense (DoD) personnel to generate, capture and process receipt and payment-related documentation in a paperless environment. Invoices for supplies/services rendered under this contract shall be submitted electronically through WAWF. Submission of hard copy DD250/invoices may no longer be accepted for payment.

(b) It is recommended that the person in your company designated as the Central Contractor Registration (CCR) Electronic Business Point of Contact (EBPOC), and anyone responsible for the submission of invoices, use the online training system for WAWF at <http://wawftraining.com>. The Vendor, Group Administrator (GAM), and sections marked with an asterisk in the training system should be reviewed. Vendor Quick Reference Guides also are available at <http://acquisition.navy.mil/navyaos/content/view/full/3521>. The most useful guides are "Getting Started for Vendors" and "WAWF Vendor Guide."

(c) Within ten (10) days after award, the designated CCR EBPOC is responsible for activating the company's CAGE code in WAWF by calling 1-866-618-5988. Once the company is activated, the CCR EBPOC will self register under the Company's cage on WAWF and follow the instructions for a group administrator. After the company is set-up on WAWF, any additional persons responsible for submitting invoices must self register under the company's CAGE code at <https://wawf.eb.mil>.

(d) The contractor shall use the following document types, DODAAC codes, and inspection and acceptance locations when submitting invoices in WAWF:

Initial Documentation Creation requires the following:	
Contract Number	N0017805D4442
Delivery Order Number	JM01
Cage Code/Ext	3X778
Pay DoDAAC	HQ0338
Document Type	Invoice 2in1
On the WAWF "Header Tab" the following is required.	
Issue Date	9/24/2008
Issue By DoDAAC	N69450
Admin By DoDAAC	S5111A
Inspect By DoDAAC	N69450
Ship To Code/Ext or Service Acceptor	N69450
LPO DoDAAC	Leave Blank
Pay by DFAS Columbus	HQ0338
Email Notifications	dawn.m.brown@navy.mil

Note: Attachments created in any Microsoft Office product may be attached to the WAWF invoice, e.g., backup documentation, timesheets, etc. Maximum limit for size of each file is 2 megabytes. Maximum limit for size of file per invoice is 5 megabytes.

(e) The contractor shall submit invoices for payment per contract terms and the Government shall process invoices for payment per contract terms. Contractors approved by DCAA for direct billing will submit cost vouchers directly to DFAS via WAWF. Final voucher submission will be approved by the ACO

(f) If you have any questions regarding WAWF, please contact the WAWF helpdesk at 866-618-5988 or the NAVFAC WAWF point of contact identified above in section (d).