


# ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. N00033-11-D-6505				2. DELIVERY ORDER/ CALL NO. 0039		3. DATE OF ORDER/ CALL (YYYYMMDD) 2013 Dec 17		4. REQ./ PURCH. REQUEST NO. N0003343436104		5. PRIORITY			
6. ISSUED BY MILITARY SEALIFT COMMAND WASHINGTON D.C. 914 CHARLES MORRIS COURT SE WASHINGTON NAVY YARD DC 20398-5540				CODE N00033		7. ADMINISTERED BY (if other than 6) <b>SEE ITEM 6</b>				8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER  (See Schedule if other)			
9. CONTRACTOR US INFORMATION TECHNOLOGIES NAME JOSEPH MORRONE AND 4800 WESTFIELDS BLVD, STE 250 ADDRESS CHANTILLY VA 20151-4202				CODE 4LYJ5		FACILITY		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) <b>SEE SCHEDULE</b>		11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED			
								12. DISCOUNT TERMS		13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15			
14. SHIP TO <b>SEE SCHEDULE</b>				CODE		15. PAYMENT WILL BE MADE BY WAWF SUBMIT ELECTRONIC INVOICES IAW WAWF CONTRACT CLAUSE MSC WORLDWIDE DC ANY				MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.										
	PURCHASE		Reference your quote dated Furnish the following on terms specified herein. REF:										
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.													
NAME OF CONTRACTOR				SIGNATURE				TYPED NAME AND TITLE				DATE SIGNED (YYYYMMDD)	
<input checked="" type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies: 1													
17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE <b>See Schedule</b>													
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/ SERVICES				20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT	22. UNIT PRICE		23. AMOUNT		
		<b>SEE SCHEDULE</b>											
* 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.		24. UNITED STATES OF AMERICA		TEL: (b) (6)		EMAI (b) (6)				25. TOTAL		(b) (4)	
		BY: ERIN W. GRENINGER				CONTRACTING / ORDERING OFFICER		26. DIFFERENCES					
27a. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED													
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE						c. DATE (YYYYMMDD)		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE						28. SHIP NO.		29. DO VOUCHER NO.		30. INITIALS			
f. TELEPHONE NUMBER			g. E-MAIL ADDRESS			<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR			
36. I certify this account is correct and proper for payment.													
a. DATE (YYYYMMDD)		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER											
						<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		31. PAYMENT		34. CHECK NUMBER			
										35. BILL OF LADING NO.			
37. RECEIVED AT		38. RECEIVED BY		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.			

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		(b) (4)	Dollars, U.S.	\$1.00	(b) (4)

Oracle Professional IT Technical Support  
FFP

The period of performance is from December 17, 2013 to December 16, 2014. (b) (4) covers the performance from December 17, 2013 to September 30, 2014. Funding for October 01, 2014 to December 16, 2014 will be added incrementally.

FOB: Destination

PURCHASE REQUEST NUMBER: N0003343436104

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NET AMT

(b) (4)

ACRN AA  
CIN: N00033434361040001

(b) (4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		(b) (4)	Dollars, U.S.	\$1.00	(b) (4)

Oracle Professional IT Technical Support  
FFP

The period of performance is from December 17, 2013 to December 16, 2014. (b) (4) covers the performance from December 17, 2013 to September 30, 2014. Funding for October 01, 2014 to December 16, 2014 will be added incrementally.

FOB: Destination

PURCHASE REQUEST NUMBER: N0003343436104

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NET AMT

\$(b) (4)

ACRN AA  
CIN: N00033434361040002

(b) (4)

## Section C - Descriptions and Specifications

### STATEMENT OF WORK

Contract: N00033-11-D-6505

Task Title: Program Management Support / Project Administration Support

Period of Performance: 17 December 2013 – 16 December 2014

COR/ACOR: As per contract, Section G-3

Government Program Manager (PM): Jody Anderson, (b) (6)

### **1.0 SCOPE**

*1.1 Objective:* The contractor shall provide Program Management for all tasks under this contract to include Tier 3 support and System Enhancement for: the MSC Financial Management Portfolio (MSC-FMP), MSC Human Resources Management Portfolio (MSC-HRMP) and MSC-Enterprise Data Warehouse (EDW). In the performance of this work, the contractor shall provide technical support concerning planning and program management, software maintenance, help desk, interface / custom report maintenance, database / configuration management, and functional support. Additionally, the contractor shall provide Project Administrative support for all tasks under this contract. The contractor shall develop and oversee the execution of all tasks and help to ensure the quality of project deliverables and work products. All work performed will be in accordance with MSC's established processes and procedures.

*1.2 Background:* In order to support evolving MSC system requirements, N613 engages in initiatives and ongoing activities to address MSC Functional Directorate (FD) and Program Manager (PM) requests. In response to these FD and PM requests, N613 assigns an appropriate N613 government Systems Lifecycle Manager to investigate needs, develop requirements and guide the effort needed to launch the introduction of new MSC systems or the enhancement of existing ones to provide efficient and effective MSC solutions. The availability and use of contractor support for systems development and maintenance efforts under this contract are critical elements in supporting these N613 initiatives and activities.

### **2.0 GOVERNMENT FURNISHED EQUIPMENT/MATERIAL (GFE/GFM)**

*2.1 None*

### **3.0 TASKS**

The contractor shall provide support described per the following sections of the base contract:

- C4.1.2 – Program Management Reviews.
- C4.1.3 – Portfolio Management Support.
- C4.1.4 – Program Management Plan (PMP).
- C4.1.5 - Monthly Status Reports.
- C4.1.6 – Information Assurance Support.
- C4.1.7 – Enterprise Architecture Support.
- C4.1.8 – COMSC and N6 Technical Support.
- C4.5.1 – System Maintenance.
- C4.5.2 – Tier 3 Support for the MSC Financial Management Portfolio (MSC-FMP), MSC Human Resources Management Portfolio (MSC-HRMP), and MSC-Enterprise Data Warehouse (EDW) programs.

*Task 1 – Program Management Support tasks*

Program Management Reviews for Enterprise Data Warehouse (EDW), Financial Management Portfolio (FMP) and Human Resource Management Portfolio (HRMP). The Contractor shall:

- Prepare and submit a PMR agenda five business days prior to the meeting ,that addresses:
  - Overall status or Program including portfolios.
  - Program / Portfolio risks / issues / actions and concerns.
  - Current contract performance in comparison with contract performance metrics.
  - Mitigation plans for under-performing areas.
- Prepare minutes within one business day after the PMR meeting.
- Update the Program Management Plans for the Program (EDW, FMS and HRMS) on a quarterly basis.
- Conduct Business Impact Assessments for the Program (EDW, FMS and HRMS).

*Task 2 - Program / Portfolio Capital Planning Support tasks*

The Contractor shall provide the following for EDW, FMP and HRMP:

- Assist the government with documentation and artifacts included in the Capital Planning, Investment Control (CPIC) process and the MSCHQ-N6 process.
- Preparation of business cases that may include but are not limited to analysis of alternatives, funding profiles and plan of actions and milestones.
- Develop, test and integrate approved configuration change requests, and maintain configuration control of the systems engineering environment.
- Evaluate the applicability of maintenance patch releases to the installed Oracle product baseline and recommend appropriate changes to the MSC configuration.
- Provide release management support to facilitate migration of changes from the development and test instance to the production instance.

*Task 3 – Program / Portfolio Monthly Status Reporting*

The contractor shall provide status reports to the MSC COR containing the following identification and description elements for each task order (Program Management, EDW, FMP and HRMP):

- Title (“Progress and Status Report”).
- Contract, invoice and control numbers.
- Contractor’s name and address.
- Date of report.
- Reporting (invoicing) period.
- Name of individual preparing the report.
- Task order number.
- Description of progress made during the reporting period, including problem areas encountered and recommendations.
- Results obtained relating to previously identified problem areas.
- Deliverables completed and delivered.
- Action items reflecting description, priority, percent complete, and remarks.

- Performance Matrix to include the metrics to be measured, the sources of data, and a schedule for providing data.
- Labor hours, by category and cumulatively broken out to identify the amount of hours utilized and required for completion of the order by specific individuals; broken down by tasks and/or subtasks.
- Problem areas and recommendations involving impact on technical, cost and scheduling requirements.
- Travel dollars expended for the period, broken out to identify period of travel, transportation, lodging, meals, and incidentals.
- Other direct costs for the period, broken out to identify actual cost incurred.

#### *Task 4 – Business Analyst Support Tasks*

The contractor shall provide project administrative support tasks in accordance with the current version of COMSC C4S Enterprise Software Life Cycle Process Management Document and the MSC processes and procedures. The contractor shall develop and deliver the following listed below:

- Prepares meeting minutes, reports and presentations as required.
- Assists with program status reporting.
- Assists with tracking strategic initiatives.
- Collects & Analyzes program information for required reporting.
- Assists with program evaluations / updates / reviews.
- Monitors programs / services to ensure they meet stated goals.
- Provides program administration support.
- Documents new processes / procedures as identified.
- Captures and maintains necessary data in order to be able to provide overall program metrics.

#### *Task 5 – Information Assurance Support*

The contractor shall comply with Military Sealift Command's Information Assurance Policy per MSC Instruction (COMSCINSTR 5239.3 series Appendix J-8) and Information Assurance Training, Certification, and Workforce Management per DOD Directive (DOD 8570.01 Appendix J-9). Compliance with both directives is mandatory during the execution of design, development, and implementation and maintenance tasks.

#### *Task 6 – Enterprise Architecture Support*

The contractor shall comply with the Enterprise Architecture team MSCHQ-N64 to ensure the EA is updated for MSC supported systems. The contractor will not be expected to produce EA artifacts, but may be required to submit changes to MSC's Enterprise Architecture models, views or textual documentation, as required for the system.

#### *Task 7 – COMSC and N6 Technical Support*

The contractor will follow all applicable COMSC and N6 instructions and shall provide technical support by assisting MSC in drafting Instructions, Standard Operating Procedures (SOPs) and other guidance documents as they pertain to this performance work statement.

### **4.0 PERFORMANCE REQUIRMENTS SUMMARY (PRS)**

Incentives, if applicable, are per Section C.9.0 of the base contract.

<b>Performance Objective</b>	<b>Performance Standard</b>	<b>Acceptable Quality Level</b>	<b>Performance Assessment (Sampling Method)</b>
Establish sound estimates quickly	Percentage of estimates that are delivered within 7 working days of government request	100% of estimates are provided within 7 working days from government request	Observation and Inspection
Provide accurate cost estimates	Percentage variance between estimate and actual cost performance	Program plan actual cost is not > 10% more than the estimated cost	Monthly Burn Rate Status Report
Be responsive to requirements	Response to government requirements is professional and timely	Subjective measure criteria by the COR	Observation
Deliver high-quality documents	Deliverables and reports meet government standards	3 or fewer revisions or re-submissions per award term period	Observation and Inspection
Conduct initial review of Configuration Change Requests (CRQ) promptly	Percentage of CRQs that are reviewed and presented to the next Change Advisory Board (CAB)	At least 95% of CRQs submitted are reviewed within 3 working days and presented to the next CCB	Monthly Status Reports
Provide Program and project documents on schedule	After leaving Project Planning phase, percentage of project documents that are provided in accordance with the current project schedule	At least 90% of project documents are provided within 5 working days of the date specified in the current project schedule	Monthly Status Reports
Report variances in project scope, schedule, and budget	For all project phases, percentage of projects for which variances in scope, schedule, or budget that exceed threshold are reported in advance	Schedule variances of 10% or more are reported for all assigned engineering projects in a timely manner.	Monthly Status Reports
Prepare draft SOPs promptly	Percentage of draft SOPs submitted for initial review in ≤ 7 working days of identification of the requirement for an SOP	100% of draft SOPs submitted for initial review within 7 working days	Observation and Inspection

## 5.0 Deliverables.

Deliverables will be Program deliverables in support of the Division Director. Program Deliverables (e.g. Status reporting, meeting minutes, action items, etc.) are described in section C4.1 of the base contract.

*5.1.1 Monthly Program and Project Updates* Requirements are as per the Monthly Status report.

*5.1.2 Meeting Minutes*

The meeting minutes shall contain the following detailed meeting information, using MSC meeting minute's template:

- Date & Time
- Purpose
- Attendees
- Summary of discussions
- List of decisions / agreements
- List of actions items with assignments and due dates
- Date, time and location of follow up meetings

*5.1.3 Program related documentation includes but is not limited to:*

- Actions items
- Status reporting
- Program evaluations / reviews
- Program reporting metrics
- Standard Operating Procedures (SOPs)

*5.1.4 Summary Cost Reports (per section C8.4.2 of the base contract)*

The contractor shall prepare and submit a report concurrently with each invoice presented for payment. The contractor shall report expenses that can be invoiced under the contract. The report shall include labor expended for the period and cumulatively broken out to identify labor categories, labor rate and specific individuals utilized and the amount of labor hours expended by each; if applicable, labor expenses shall be reported at the SubCLIN level.

The contractor shall use the report format found in the Summary Contract Cost Report (Appendix J-12); alternate formats may be proposed and used, with prior approval of the Contracting Officer.

Contractors must provide a cost summary sheet providing a breakout of costs per effort and cumulative costs as they relate to the budgeted amounts.

*5.1.5 Program Management Reviews (per section C8.4.3 of the base contract)*

The first review will be conducted 90 days after award. Subsequent reviews will be done at three-month intervals. The contractor shall prepare and submit a Program Management Review (PMR) agenda to the COR 5 days prior to the PR meeting and prepare minutes within 3 days after the meeting.

## **5.1 Format of Deliverables**

All documentation deliverables shall be prepared using Microsoft Office products (Word, Excel, Project, and PowerPoint) in a format acceptable by the COR, unless the COR and contractor mutually agree to the use of other software. Delivery shall be posted to the MSC IS Portal (per the IS Portal handbooks) or via email.

Description of Deliverable	Due Date	Media Type	Delivery Point(s)
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Program & Project updates / status reports	Monthly	Via Email	1 copy to COR 1 copy to Govt PM
Meeting minutes	3 working day after meeting	Soft Copy	Govt PM Copy to COR
Summary Contract Cost Report	Concurrently with Contractor Invoice	Via Email	1 copy to COR 1 copy to Govt PM
Program Management Review Meeting Agenda & Meeting Minutes	Agenda: 5 days prior to meeting Minute: 3 days after meeting	Via Email	1 copy to COR 1 copy to Govt PM



## Section E - Inspection and Acceptance

## 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
0002	N/A	N/A	N/A	Government

## Section F - Deliveries or Performance

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 17-DEC-2013 TO 16-DEC-2014	N/A	N/A FOB: Destination	
0002	N/A	N/A	N/A	N/A

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 97 X 4930 FD20 000 00033 0 000033 2F000000000000000000

AMOUNT: (b) (4)

CIN N00033434361040001: (b) (4)

CIN N00033434361040002: (b) (4)

## Section I - Contract Clauses

## CLAUSES INCORPORATED BY FULL TEXT

## 252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall--

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

invoice

(Contracting Officer: Insert applicable document type(s). Note: If a "Combo" document type is identified but not supportable by the Contractor's business systems, an "Invoice" (stand-alone) and "Receiving Report" (stand-alone) document type may be used instead.)

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

N/A

(Contracting Officer: Insert inspection and acceptance locations or “Not applicable”.)

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table\*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	N00033
Issue By DoDAAC	N00033
Admin DoDAAC	N00033
Inspect By DoDAAC	_____
Ship To Code	N6823
Ship From Code	_____
Mark For Code	_____
Service Approver (DoDAAC)	_____
Service Acceptor (DoDAAC)	_____
Accept at Other DoDAAC	_____
LPO DoDAAC	_____
DCAA Auditor DoDAAC	_____
Other DoDAAC(s)	_____

(\*Contracting Officer: Insert applicable DoDAAC information or “See schedule” if multiple ship to/acceptance locations apply, or “Not applicable.”)

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

Jody.Anderson@navy.mil

(Contracting Officer: Insert applicable email addresses or “Not applicable.”)

(g) WAWF point of contact. (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

mschq\_wawf@navy.mil

(Contracting Officer: Insert applicable information or “Not applicable.”)

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

## 252.232-7007 LIMITATION OF GOVERNMENT'S OBLIGATION (MAY 2006)

- (a) Contract line item(s) 0001 through 0002 are incrementally funded. For these item(s), the sum of \$527,847.98 of the total price is presently available for payment and allotted to this contract. An allotment schedule is set forth in paragraph (j) of this clause.
- (b) For items(s) identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination of those item(s) for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor is not authorized to continue work on those item(s) beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract for those item(s) regardless of anything to the contrary in the clause entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT." As used in this clause, the total amount payable by the Government in the event of termination of applicable contract line item(s) for convenience includes costs, profit and estimated termination settlement costs for those item(s).
- (c) Notwithstanding the dates specified in the allotment schedule in paragraph (j) of this clause, the Contractor will notify the Contracting Officer in writing at least ninety days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85 percent of the total amount then allotted to the contract for performance of the applicable item(s). The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of applicable line items up to the next scheduled date for allotment of funds identified in paragraph (j) of this clause, or to a mutually agreed upon substitute date. The notification will also advise the Contracting Officer of the estimated amount of additional funds that will be required for the timely performance of the item(s) funded pursuant to this clause, for subsequent period as may be specified in the allotment schedule in paragraph (j) of this clause, or otherwise agreed to by the parties. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause of this contract entitled "TERMINATION FOR THE CONVENIENCE OF THE GOVERNMENT".
- (d) When additional funds are allotted for continued performance of the contract line item(s) identified in paragraph (a) of this clause, the parties will agree as to the period of contract performance which will be covered by the funds. The provisions of paragraph (b) through (d) of this clause will apply in like manner to the additional allotted funds and agreed substitute date, and the contract will be modified accordingly.
- (e) If, solely by reason of failure of the Government to allot additional funds, by the dates indicated below, in amounts sufficient for timely performance of the contract line item(s) identified in paragraph (a) of this clause, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the item(s), or in the time of delivery, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "disputes."
- (f) The Government may at any time prior to termination allot additional funds for the performance of the contract line item(s) identified in paragraph (a) of this clause.
- (g) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "DEFAULT." The provisions of this clause are limited to work and allotment of funds for the contract line item(s) set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded except with regard to the rights or obligations of the parties concerning equitable adjustments negotiated under paragraphs (d) or (e) of this clause.

(h) Nothing in this clause affects the right of the Government to this contract pursuant to the clause of this contract entitled "TERMINATION FOR CONVENIENCE OF THE GOVERNMENT."

(i) Nothing in this clause shall be construed as authorization of voluntary services whose acceptance is otherwise prohibited under 31 U.S.C. 1342.

(j) The parties contemplate that the Government will allot funds to this contract in accordance with the following schedule:

On execution of contract \$ (b) (4)

October 01, 2014 \$ (b) (4)

(month) (day), (year) \$----

(month) (day), (year) \$----

(End of clause)

#### MSC SPECIFIC WIDE AREA WORKFLOW (WAWF) INSTRUCTIONS (AUG 2012)

The information contained in this instruction is supplemental to DFARS 252.232-7006.

The information contained in the table in DFARS 252.232-7006 is for WAWF purposes only. Information included in DFARS 252.232-7006 and this WAWF instruction apply only to WAWF Invoicing and WAWF Receiving Reports. Contradictory information elsewhere in this contract, e.g. Ship to DoDAAC, shall be followed per the terms and conditions of the contract.

When entering the invoice into WAWF, the Contractor shall fill in the DoDAAC fields or DoDAAC extensions exactly as shown in the table in DFARS 252.232-7006. Fields that should not be filled in when entering the invoice into WAWF will be indicated with the direction, "Leave Blank."

In some situations the WAWF system will pre-populate the "Pay DoDAAC," "Admin By DoDAAC" and "Issue By DoDAAC." The Contractor shall verify that those DoDAACs automatically entered by the WAWF system match the information in the table in DFARS 252.232-7006. If these DoDAACs do not match, then the Contractor shall correct the field(s).

If Receiving Reports are required, ensure that the "Inspection" and "Acceptance" defaults of "destination" for both fields are not changed in the WAWF online interface.

The CLINs on the WAWF invoice shall be entered exactly as set forth in the contract document including CLIN number (e.g. 0001), Quantity (may be adjusted for actual quantity or dollar value delivered and invoiced), and Unit Price (e.g. \$1.00). The dollar amounts on each CLIN or SubCLIN on the WAWF invoice shall reflect final performance values, but in no instance can the dollar amount for each CLIN or SubCLIN exceed what is specified in the contract document. The Contractor shall bill to the lowest level, e.g., the SubCLIN level. The Quantity and Unit of Measure fields must be filled out exactly as indicated in the CLINs and SubCLINs to reduce the possibility of the invoice being delayed or rejected during processing.

Before closing out of an invoice session in WAWF, but after submitting the document or documents, the Contractor will be given the option to send additional email notifications by clicking on the "Send More Email

Notifications” link that appears on the page. The Contractor shall click on this link and add the Technical Point of Contact’s (TPOC) or Contracting Officer’s Representative’s (COR) email address in the first email address block and add any other additional email addresses desired in the following blocks. This additional notification to the Government is important to ensure the acceptor/receiver is aware that the invoice documents have been submitted into the WAWF system.

*(End of instructions)*