

**PERFORMANCE WORK STATEMENT REV. 1
FOR THE
INTEGRATED UNDERSEA SURVEILLANCE SYSTEM (IUSS)
LOGISTICS SUPPORT FACILITY (LSF)**



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TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
1.0 SCOPE	1
1.1 BACKGROUND	1
1.2 DEFINITIONS	2
2.0 APPLICABLE DOCUMENTS	2
2.1 GOVERNMENT DOCUMENTS	2
2.2 OTHER DOCUMENTS	3
3.0 REQUIREMENTS	3
3.1 TASK A - PROGRAM MANAGEMENT	3
3.1.1 Program Management	3
3.1.2 Quality Program	3
3.1.3 Program Reviews	4
3.2 TASK B- LOGISTICS SUPPORT FACILITY OPERATION AND NAVY LIFE CYCLE SUPPORT	4
3.2.1 LSF Operation	4
3.2.1.1 Supply Support Management Services	4
3.2.1.2 Inventory Management	6
3.2.1.3 Packaging, Handling, Storage and Transportation (PHS&T)	7
3.2.1.4 Markings	7
3.2.1.5 IUSS Ship and Shore Government Furnished Equipment (GFE) and Contractor Furnished Equipment (CFE) Tracking	8
3.2.2 Outfitting for IUSS Afloat and Ashore Sites	8
3.2.2.1 Ships and Shore Sites	8
3.2.3 Provisioning and Technical Support for IUSS Equipments	9
3.2.4 Installation and De-Installation Support	10
3.2.4.1 Deactivation/Reactivation/Remoting of Ships and Shore Sites	11
3.3 TASK C – ADMINISTRATIVE SERVICES AND ENTERPRISE SOFTWARE MANAGEMENT ..	12
3.3.1 Administrative Services	12
3.3.1.1 IASN Support	12
3.3.1.2 LSF Physical Security	13
3.3.1.3 Technical Documentation Repository	13
3.3.2 Operate, Maintain and Manage the Web-Enabled IUSS Logistics Database (WILD)	13
3.3.2.1 Operate, Maintain and Manage WILD	13
3.3.2.2 WILD Software Configuration Management (CM)	14
3.3.2.3 WILD Configuration Control Board (CCB) and Logistic Control Board (LCB)	15
3.3.2.4 WILD Software Products and Quality Assurance	16
3.3.2.5 WILD Software Data Repository	16

3.3.2.6	WILD Engineering Data	16
3.3.2.7	WILD Operations, Maintenance, and Development (OMD)	16
3.3.2.8	WILD Software Maintenance	17
3.3.2.9	Miscellaneous WILD Tasks	17
3.3.2.10	WILD Staff	18
3.3.3	Integrated Data Environment and Systems Engineering, Configuration and Data Management Tools Support	18
3.4	TASK D – FOREIGN MILITARY SALES (FMS) SUPPORT	19
3.4.1	Japan Auxiliary Oceanographic Surveillance (J-AOS) Program Tailored Repairable Items List (TRIL) Support for the Japan Maritime Self Defense Force (JMSDF)	19
3.5	KEY PERSONNEL QUALIFICATIONS	20
3.5.1	Program Manager	20
3.5.2	LSF Operations Manager	20
3.5.3	Supply Support Manager	20
3.5.4	Inventory, PHS&T, and Material Manager	20
3.5.5	WILD Database Manager	21
3.5.6	IUSS Administrative Services Network Administrator	21
4.0	SECURITY	21
Appendix A List of Acronyms and Abbreviations		A-1

**Performance Work Statement
For the
Integrated Undersea Surveillance System (IUSS)
Logistics Support Facility (LSF)**

1.0 SCOPE

This Performance Work Statement (PWS) delineates the contractor services required to operate the Integrated Undersea Surveillance System (IUSS) Logistics Support Facility (LSF). The LSF is located within the IUSS Operations Support Center (IOSC), Joint Expeditionary Base (JEB), Virginia Beach, Virginia. Small support contingencies are located at the IUSS deep storage warehousing support at Cheatham Annex (CAX), Naval Weapons Station, Yorktown, Virginia, and IUSS logistics/supply facilities worldwide.

The services provided by the contractor shall include:

- a. Program Management
- b. Logistics Support Facility Operation and Navy Life Cycle Logistics Support
- c. Administrative Services and Enterprise Software Management
- d. Foreign Military Sales (FMS) Support

1.1 BACKGROUND

The IUSS LSF has been in existence since 1984 under the cognizance of the Space and Naval Warfare Systems Command (SPAWARSYSCOM) Mobile Surveillance Systems Program Office (PMW 182) and was operated under contract through the Intelligence, Surveillance, and Reconnaissance Directorate, PD18. In 2003, the command was re-organized under the cognizance of The Program Executive Office, Littoral and Mine Warfare (PEO-LMW) and the San Diego Detachment was established as the Maritime Surveillance System Program Office (MSSPO) (PMS 485) component of PEO LMW. In July 2011, MSSPO was re-aligned under Program Executive Officer, Submarines (PEO SUB) as a result of the disestablishment of PEO LMW. The LSF was established to provide total life cycle logistics support (i.e. supply support, inventory management of both Navy and non-Navy assets, operations and maintenance for IUSS mission equipment, including Surveillance Towed Array Sensor Systems (SURTASS); Fixed Surveillance System (FSS); International Programs/Foreign Military Sales (FMS); and other project tasks requiring logistic support services within the scope of this PWS. Computer resources are provided through a customized Oracle database which is a web-enabled, real-time management support system used to provide the management, logistic support and configuration control for all IUSS installations worldwide. For the purposes of this PWS, the term IUSS includes all fixed, mobile, and deployable IUSS programs managed by PMS 485.

1.2 DEFINITIONS

For the purposes of clarification within this PWS, the following definitions apply:

IOSC – The IUSS Operations Support Center, located in building 1558 at Joint Expeditionary Base (JEB) Virginia Beach, VA, and at all external locations under the direct control of the Center. This includes Government and commercial warehouses in proximity to JEB and worldwide locations.

LSF – The IUSS Logistics Support Facility which is an integral part of the IOSC, including warehouses.

Ships – Towed Array (Military Sealift Command Operated-Auxiliary General Ocean Surveillance (T-AGOS)) class vessels, Vessels of Opportunity (VOO), and other ships used in IUSS operations and missions.

Shore – IUSS installations and facilities located ashore.

Site – An identification name or number used to designate a specific ship, shore installation or facility. (This is a specific data element used within WILD for configuration management.)

2.0 APPLICABLE DOCUMENTS

The following documents form a part of this PWS to the extent specified herein. These documents are intended to be used as guidance only in the performance of this PWS.

2.1 GOVERNMENT DOCUMENTS

COMUNDERSEASURV Instruction 4720.1A, Integrated Logistic Overhauls (ILO) of SURTASS Ships, Aug 04.

PMS 485 Configuration Management Plan, Jan 2010

NAVSUP Publication-485, Afloat Supply Procedures, Volume III, 9 Jun 1998

NAVSO P-3013-2, Financial Management of Resources Operating Procedures (Operating Forces), Oct 1990

COMSPAWAR M-4720.1, SPAWAR Shore Installation Process Handbook Version 3.0, Oct 2009

Surveillance Towed Array Sensor System Integrated Logistics Support Plan (ILSP), May 2009

2.2 OTHER DOCUMENTS

ANSI/ISO/ASQ Q9001-2000 series, Quality Management Systems

NOTE:

The other documentation required by the contractor in connection with specific procurement functions should be obtained from the contracting activity or as directed by the contracting officer. All information available from the contracting activity will be provided to the contractor at the time of contract award.

3.0 REQUIREMENTS

3.1 TASK A - PROGRAM MANAGEMENT

Task A consists of requirements for Program Management.

3.1.1 Program Management

The contractor shall perform program management covering the planning, execution and control of effort necessary to accomplish the tasks as set forth in the approved Contractor's LSF Program Management Plan and in conformance with this Performance Work Statement. The contractor shall appoint a Program Manager charged with the responsibility of accomplishing the overall efforts of the contract. The Program Manager shall submit a monthly Contractor's Progress, Status and Management Report identifying the progress of work, status of the program; deliverables submitted and the name of the recipient government representative; and of the assigned tasks, report costs and information on existing or potential problem areas. The contractor shall include trip reports for travel taken by LSF personnel. Cost performance metrics will be provided which compare estimated cost verses incurred cost for the work performed during the period. **(CDRL A001 and A002).**

The contractor shall provide reliability, maintainability and availability (RMA) reports quarterly until such time that live databases render quarterly reports unnecessary. **(CDRL A019).**

3.1.2 Quality Program

The contractor shall organize and staff the Logistics Support Facility (LSF) to ensure that logistics support requirements of the PWS are met. This includes assurance that material requests from IUSS afloat and ashore sites and activities supporting the worldwide IUSS mission, International Programs, and special project tasks are processed and responded to in accordance with the urgency of the request. To ensure these services satisfy customer expectations for technical performance and schedule, the contractor shall implement and maintain a Quality Program consistent with the ISO 9001:2000 series. ANSI/IOS/ASQ Q9001-2000 is recommended to be used as a guide though other approaches to implementing a quality program are not prohibited. The contractor shall show how quality principles are to be applied in

the performance of the requirements of this contract and shall integrate fundamental management techniques, quantitative methods and human resources under a disciplined approach focused on continuous improvement. The contractor shall develop a Quality System Plan (QSP) describing the systematic management approach to staffing and performing typical tasks described in this PWS. The QSP will include the identification of workflow process(es) to be used for task execution, the specific role of personnel in work planning and accomplishment as well as technical tools to be used for process control and continuous improvement. **(CDRL A003)**

3.1.3 Program Reviews

The contractor shall conduct program management quarterly reviews for the purpose of providing a forum for the formal exchange of information relating to the contract/project and to review the effectiveness of the Quality Program and conformance to quality principles throughout all areas of contract performance. Special reviews shall be scheduled at any time the contractor and/or Contracting Officer's Representative (COR) determine that a risk exists as a result of technical, schedule, quality or cost problems. Dates and locations of such meetings shall be determined by mutual agreement between the contractor and the COR. **(CDRLs A005 and A006)**

3.2 TASK B - LOGISTIC SUPPORT FACILITY OPERATION AND NAVY LIFE CYCLE SUPPORT

Task B consists of LSF Operation, Outfitting, Provisioning and Technical Support, and Installation/De-Installation Support.

3.2.1 LSF Operation

The contractor shall operate the IUSS Logistics Support Facility (LSF), primarily located in the IUSS Operations Support Center, JEB Virginia Beach, VA. The LSF shall provide logistic support for all IUSS fielded and in-service systems afloat and ashore, for facilities, activities and units which support the worldwide IUSS mission, and for International Programs and related other project tasks. **(CDRL A001)**

3.2.1.1 Supply Support Management Services

The contractor shall provide the following Supply Support Management services in accordance with NAVSUP PUB 485:

- a. Maintain automated stock records for spares, repair parts, test equipment and other assets assigned to worldwide IUSS ship and shore sites.
- b. Replenish all stock to levels specified by site allowance listings.

- c. Prepare and track requisitions for replenishment of assets.
- d. Track consumption of assets and adjust site inventory levels.
- e. Track serial numbered repairables processed through the LSF for warranty and carcass tracking.
- f. Maintain, control and track all support and test equipment.
- g. Establish and maintain calibration schedules for all equipment requiring calibration. Forward equipment requiring calibration to a designated Navy or commercial calibration activity.
- h. Track designated plant assets by property accountability numbers.
- i. Perform IUSS logistic validations, site assist visits, and logistic training which will require foreign travel.
 - (1) Logistic validations or Integrated Logistics Overhauls (ILOs) to be performed during regular overhauls (ROHs), after every major ship alteration for SURTASS (i.e. Array or Processor Suite change). Validation will consist of 100% Location Audit and Inventory of ILS items onboard. All logistics validations will be conducted IAW COMUNDERSAESURVINST 4720.1A (Wall-to-Wall).
 - (2) Logistic validations or Integrated Logistics Overhauls (ILOs) for shore sites will be conducted every two (2) years or after a major system upgrade or change has occurred and as directed by Commander Undersea Surveillance (CUS). All logistics validations will be conducted IAW COMUNDERSAESURVINST 4720.1A (Wall-to-Wall).
 - (3) Logistic training to be performed after ROH for SURTASS, at sites after a major system upgrade or change or when requested by the site or CUS.
- j. Incorporate 4790 CK data to track configuration into WILD upon the completion of new ship installs, major ship or shore site equipment installations or changes.
- k. Provide forward deployed storage facility and replenishment capability to support SURTASS Operations. Facility is currently located in Building 6019 aboard U. S. Fleet Activities, Sasebo, Japan.
- l. Provide a telephone number to be used when unique urgent logistics response times are required to support operational readiness.
- m. Maintain stock and automated stock records for support of IUSS unique non-Navy supported items.

- n. Review all PMS-485 provided spares order lists for accuracy in pricing, quantity, and priority.
- o. Provide Consolidated Shore Base Allowance List (COSBAL) update and maintenance.
- p. Establish and maintain requisite data within the WILD for inventory and configuration identification and control for all variations of SURTASS Towed Arrays and modular assemblies.
- q. Perform centralized supply support functions for all organizational level spares and maintenance piece parts relative to SURTASS Towed Arrays onboard TAGOS vessels and others deploying them.
- r. Provide requisite Integrated Logistic Support (ILS) analysis and support to PMS 485 Program Managers and logistics personnel in support of existing and developmental IUSS systems.
- s. Provide support to PMS-485 Program Managers and logistics personnel during the acquisition process to assist in determination of equipment and parts sparing levels to be stocked at the contractor's facility and on site.
- t. Provide support to PMS-485 Program Managers and logistics personnel in determining and resolving End Of Life (EOL) issues for IUSS equipment and system spares. For the purposes of this PWS, DMSMS (Diminishing Manufacturing Sources and Material Shortages) and EOL are synonymous terms that are used interchangeably. This includes performing analysis to determine EOL status and research to locate recommended replacement items. Participation in PMS-485 DMSMS committees and interface with systems integrators/designers will be required periodically in accordance with the PMS 485 DMSMS Management Plan (MP) dated 9 Dec 2009. The contractor shall provide a recurring DMSMS Report that provides information and recommendations on EOL items. Content, format, and periodicity shall be mutually agreed upon by the Program Office, IUSS ISEA, and IUSS LSF. **(CDRL A022)**
- u. Towed Array Management System (TAMS) is the Navy's primary means of tracking towed array maintenance and supply actions. LSF is responsible for data entry of transactions.

3.2.1.2 Inventory Management

The contractor shall perform inventory control functions for IUSS equipment logistic baselines. Specific areas of inventory control are:

- a. Spares and repair parts.
- b. Consumable items.
- c. Accessory items.
- d. Calibration data.
- e. General Purpose Electronic Test Equipment (GPETE).
- f. General Purpose Tools.
- g. Special Purpose Electronic Test Equipment (SPETE).
- h. Special Purpose Tools.
- i. Technical Publications.
- j. Software, including upgrades.
- k. Planned Maintenance System (PMS) Materials for SURTASS.
- l. End Items.

The contractor shall provide support to PMS-485 Program Managers and logistics personnel in developing Program Support Data (PSD) sheets, to include review of recommended spares lists, price verification and maintenance/update via the PSD Automated Reporting Tracking System (PARTS) database reflective of any changes in system/equipment Program of Record (POR) procurement strategy.

3.2.1.3 Packaging, Handling, Storage and Transportation (PHS&T)

The contractor shall perform PHS&T services. These services shall include:

- ~~a. Class "A" shipping certification.~~
- a. Delivery of replenishment logistic items.**
- b. Performing packaging/handling services for all material. Ensure that personnel handling Electro-Static Discharge (ESD) sensitive devices maintain current certification. (CDRL A004).**
- c. Provide for routine and emergency transportation support and services.**
- d. Provide and manage warehousing operations for interim and long-term storage of material at local and remote facilities.**
- e. Provide input to annual PMS-485 Transportation Accounting Code (TAC) requirements.**

3.2.1.4 Markings

In accordance with Defense Federal Acquisition Regulation Supplement (DFARS) 252.211-7003, DFARS 252.211-7006 and MIL-STD-130N, the contractor shall mark all equipment with an Item Unique Identification (IUID) or 2-D Matrix (ECC200) where parts qualify using the DFARS 252.211-7003 Item Identification and Valuation criteria. The contractor shall be responsible for the creation and maintenance of the Unique Item Identifier (UII) for all qualified

legacy items; the marking with a compliant data matrix; the scanning and UII data extraction; and the UII data extraction being registered in the Department of Defense (DoD) IUID Registry.

3.2.1.5 IUSS Ship and Shore Government Furnished Equipment (GFE) and Contractor Furnished Equipment (CFE) Tracking

The contractor shall coordinate the tracking and control, receipt processing, configuration status accounting and interim staging of IUSS GFE/CFE ship and shore equipment assets. The contractor shall provide the following services:

- a. Coordinate GFE/CFE tracking and control requirements for all IUSS ship and shore systems, FMS systems, and Field Change Kits delivered to the IOSC for integration/installation by SPAWAR System Integration contractors (not GFE/CFE to this LSF contract). **(CDRL A007)**
- b. Open and inspect all receipts and record the equipment configuration from the component/lowest replaceable unit (LRU) serial number and technical manual data into the WILD.
- c. Verify the equipment configuration data to the published individual equipment product baselines provided by PMS-485 APMs. If discrepancies are found, the contractor shall initiate Logistic Change Requests (LCRs) to update the site equipment configuration files and revise logistic support requirements.
- d. Provide direct support to PMS-485 Program Managers and logistics personnel for configuration identification during the acquisition phase and continuing throughout the equipment life cycle.
- e. Provide inventory control for GFE/CFE interim staging for all GFE/CFE received in the IOSC.
- f. GFE/CFE and technical manuals released to a system integrator/installer shall be properly documented by the contractor through a signed receipt and issue/transfer of the equipment recorded in the WILD. Ensure that one set of the GFE/CFE technical manuals is maintained in the LSF Technical Documentation Repository at IOSC.

3.2.2 Outfitting for IUSS Afloat and Ashore Sites

The contractor shall provide for outfitting and logistics loadout of IUSS afloat and shore sites. **(CDRL A001)**

3.2.2.1 Ships and Shore Sites

The contractor shall:

- a. Utilize the WILD for documentation and control of the outfitting process.
- b. When required, establish and maintain a ship's Logistics Outfitting Facility (LOF) for mockup of applicable ship stowage equipment and process all assets into the mockup.**
- c. Review outfitting requirements with the cognizant PM/APM before any procurement action is taken.
 - (1) These requirements shall be screened to identify available Government owned assets before procurement action is initiated.
 - (2) These requirements shall also be screened against current technical documentation to ascertain correctness and applicability.
- d. Account for funds provided for the procurements made by the LOF. All funds shall be utilized for their stated purpose and accounted for in STARS-FL.
- e. Enter all procurements into WILD and maintain current status on all requirements until received, taking aggressive follow up action as necessary.
- f. Process receipts through the WILD and stage material in the appropriate mockup.
- g. Provide Outfitting Status Reports as required. **(CDRL A012)**
- h. Load out material in the applicable ships/shore sites as scheduled.

3.2.3 Provisioning and Technical Support for IUSS Equipments

In addition to the provisioning and configuration management tasks covered in Tasks B and C, the contractor shall provide the following provisioning and technical support services:

- a. The contractor shall establish and maintain a Configuration Data Managers Database-Open Architecture (CDMD-OA) account.
- b. The contractor shall establish and maintain an Interactive Computer Aided Provisioning System (ICAPS) account.
- c. The contractor shall ensure that the administrators and users for the above listed accounts have received formal USN or USN-approved training as required to establish and utilize these accounts.
- d. The contractor is designated and shall function as the Technical Support Activity (TSA) for all IUSS equipments and systems that are not already supported by

another TSA. TSA is responsible for Provisioning Technical Documentation (PTD) validation and review of compatibility with existing equipment drawings. TSA assigns technical coding such as Source, Maintainability and Recoverability (SM&R) code, Mission Essentiality Code (MEC), Technical Replacement Factors (TRF), etc.

- e. The contractor shall research, determine, submit (to NAVICP), and update all required data elements for those equipments and items that will be managed by NAVICP.
- f. The contractor shall work closely with NAVICP, the Navy Catalog, Battle Creek, and any other entities to include, but not limited to PMS-485, Navy-designated depot maintenance facilities, and manufacturers to obtain, submit, and update Configuration and Provisioning data to help enable full utilization of the Weapon System File.
- g. The contractor shall be responsible for all initial and subsequent data entries to enable the construction of Allowance Parts Lists (APLs) by NAVICP.
- h. The contractor shall procure all IT hardware and software to enable the tasks required by this section.
- i. The contractor shall obtain access to Manufacturer database such as Supportability Integrated Logistics Capability (SILC) in order to maintain configuration information such as top-down-breakdown lists.

3.2.4 Installation and De-Installation Support

The contractor shall provide support for installations and de-installations of various IUSS systems and their supporting ancillary subsystems. Types of support include but are not limited to:

- a. Review of various (BESEP, IETM, MCL, etc.) documents
- b. Support of Physical Configuration Audit (PCA)/ Functional Configuration Audit (FCA) and Peripheral Component Interconnect (PCI) functions
- c. Updating of configuration files to reflect current installed configuration.
- d. Packing and shipment of installation and de-installation material to and from various platforms.
- e. Receipt, storage, and tracking of all Depot level spares.

Contractor shall document support activities in their monthly progress report and other reports (i.e. shipping matrix) as required.

(CDRL A001)

3.2.4.1 Deactivation/Reactivation/Remoting of Ships and Shore Sites

The contractor shall coordinate and perform the logistic tasks associated with IUSS ship and shore site deactivation, reactivation, and remoting.

- a. Ships. The contractor shall:
 - (1) Coordinate movement and staging of all mission equipment. All equipment will be documented, controlled and tracked to maintain accountability. The contractor shall provide packing and crating services in order to provide adequate protection of assets. When disposition instructions are provided, the contractor shall ship equipment to destination using the most appropriate mode of transportation - Government transportation will be utilized when available.
 - (2) Offload/onload and control all ILS items. These assets are to be moved to/from the LSF and documented through the WILD. When specific disposition instructions are provided, the contractor shall ship the material to destination using the most appropriate mode of transportation. Government transportation will be utilized when available.
 - (3) The contractor shall establish and maintain the hardware configuration of SURTASS mission equipment for each class of vessel and corresponding allowance documentation and spares costing data.
 - (4) Provide installation and de-installation support as directed by PMS-485.
- b. Shore Sites. The contractor shall:
 - (1) Develop Equipment/Material Movement Plans which will ensure timely movement of assets from the applicable site(s) to the appropriate destination.
 - (2) Obtain appropriate transportation services to accomplish movement.
 - (3) Provide temporary staging facilities, if necessary, to provide interim control of assets after removal from sites or prior to shipment to sites.
 - (4) When sites are remoted, develop Consolidated Shore-Based Allowance Lists (COSBALs) or mini-COSBALs to support equipment remaining on site.
 - (5) Monitor the movement of all ILS items to/from site to ensure timely receipt at correct destination.

- (6) Process assets to/from the LSF, documenting these actions through the WILD.

3.3 TASK C – ADMINISTRATIVE SERVICES AND ENTERPRISE SOFTWARE MANAGEMENT

Task C shall consist of Administrative Services, WILD, and IDE Tools Management and Support.

3.3.1 Administrative Services

The IUSS Administrative Services Network Administrator is a key employee and shall provide technical support for the IUSS Administrative Services Network. The administrator assists in the implementation and restoral to network functioning of IUSS users networked computers. The administrator maintains the software library and license for programs used by the IUSS Operations Support Center Personnel.

In addition to the personnel required to perform the logistic support services, the contractor shall provide the following administrative services (**CDRL A001**):

3.3.1.1 IASN Support

The contractor shall provide services for the management and maintenance of the IOSC Administrative Services Network (IASN) to include:

- a. Arranging with Original Equipment Manufacturers (OEM) or authorized agents for repair and return of failed hardware.
- b. Performing manufacturer recommended preventive maintenance on designated IOSC network terminals and peripherals.
- c. Performing the duties of Network Manager and Administrator for those elements of the IASN located within the IOSC and elsewhere as required.
- d. Coordination with other Network Managers for the maintenance and upgrade of the IASN as directed by higher Command authority.
- e. Management of IASN software and the storage, issue, receipt and upgrade of IOSC administrative software.
- f. Reporting on status of IASN management and maintenance services, included in monthly status.
- g. Ensure Secure IP Routing Network (SIPRNET) capability to conduct message trafficking with ships and CASREPs.

3.3.1.2 LSF Physical Security

The contractor shall provide the physical and administrative security services for the LSF. Services shall include:

- a. Security briefs/debriefs for contractor personnel assigned to the LSF.
- b. Classified document control and handling
- c. Classified control and handling of hardware associated with repair/replacement equipment received.
- d. Supplies, equipment and services for items (a) and (b).

3.3.1.3 Technical Documentation Repository

The contractor shall maintain a Technical Documentation Repository (Library) at the Logistics Support Facility containing publications, drawings, technical manuals applicable to IUSS programs in paper or electronic media, as originally provided. The contractor shall be responsible for the control and tracking of documentation and for the posting of published changes into IUSS documentation maintained in the Repository. The contractor shall also establish and maintain temporary checkout capability to provide copies of documents in inventory within 72 hours of request, save the last copy of any document.

3.3.2 Operate, Maintain and Manage the Web-Enabled IUSS Logistics Database (WILD)

WILD is the automated system used to manage logistic support, maintain configuration management of installed equipment and provide management data for support of the IUSS program. It consists of the main server hosted at Naval Systems Engineering Resource Center (NSERC) remotely administered from the IUSS Operations Support Center, and replaces the IUSS Configuration and Logistics Management Systems (ICLMS) as the end user data collection system, as well as the organizational-level Supply Maintenance Action Reporting Tracking (SMART) system. (CDRL A001)

3.3.2.1 Operate, Maintain and Manage WILD

In accordance with the WILD Software Configuration Management Plan (WSCMP), the contractor shall operate, maintain, manage and update WILD applications and database located at NSERC and associated development and backup hardware, applications and databases. (CDRL A008) This task shall include:

- a. A database administration function to administer, control configuration and access, and update/maintain all databases and applications for operational inputs and outputs resulting from the operations of the LSF and all IUSS sites ashore and afloat, and activities/units supporting the worldwide IUSS mission. This includes databases and applications in the following WILD components:

Fleet - Maintenance
- Supply
- Administration

LSF

- Supply Support
- Configuration Management
- Reliability, Maintainability and Availability
- Administration

- b. Control and input all data resulting from the operations of the LSF. Input shall be in the format prescribed by the WSCMP.
- c. The contractor shall maintain all hardware provided for WILD located at the LSF.
- d. Generate supplemental reports/queries as requested by PMS-485 Program Managers and logistics personnel.
- e. The contractor shall provide quarterly failure analysis reports for all installed IUSS equipments to include RMA data. These reports shall be of format and contents as mutually agreed upon by the Program Office, the Commander, Undersea Surveillance (COMUNDERSEASURV), the IUSS ISEA, the SURTASS Maintenance and Logistics Manager, and the contractor. The format, content, and frequency of the reports can be modified at any time by mutual consent of the applicable parties as listed above and subsequent modification to this contract. **(CDRL A019)**
- f. Indentured Equipment Lists.
- g. Provide supplies, equipment and services for items (a) through (e).

3.3.2.2 WILD Software Configuration Management (CM)

The contractor shall generate and submit for approval changes, revisions, and updates to the WILD Software Configuration Management Plan (WSCMP). Only changes, revisions, or updates approved by the WILD Configuration Control Board (CCB) shall be implemented by the contractor. **(CDRL A009)**

The contractor shall provide software configuration management (CM) and perform the following CM functions for the WILD software in accordance with the WILD Software Configuration Management Plan (WSCMP).

- a. Configuration control for WILD software.
- b. Maintain the WILD Software Configuration Management Plan.
- c. Maintain baseline management methods for configuration control of system software.

- d. Maintain configuration status accounting procedures for software documentation.
- e. Provide installation support for software upgrades.
- f. Perform configuration management of source code.
- g. Perform configuration status accounting.

3.3.2.3 WILD Configuration Control Board (CCB) and Logistic Control Board (LCB)

The contractor shall participate in the WILD Configuration Control Board (CCB) and the Logistics Control Board (LCB) and provide overall coordination for the implementation of actions resulting from both. The following specific services are required:

- a. **WILD CCB**
 - (1) The contractor shall coordinate CCB meetings, agendas, and minutes with the CCB Chairperson or designated authorized representative. **(CDRLs A005 and A006)**
 - (2) The LSF Program Manager shall be an advisor to the CCB and shall participate in CCB meetings.
 - (3) The contractor shall provide Software Change Request (SCR) management. Coordinate entry of all SCRs for WILD. Analyze each and provide impact and recommendations to the CCB. **(CDRL A010)**
 - (4) Implement actions approved by the CCB. These include;
 - (a) Modification of existing applications/reports to accomplish approved objectives.
 - (b) New applications/reports and/or systems to accomplish approved objectives.
 - (c) New or revised documentation to accompany above software changes.
 - (5) Coordinate changes with NSERC to ensure compatibility and compliance with current policy directives.

Note: All changes or revisions to the WILD applications or database structures must result from an approved CCB Directive and NSERC concurrence if applicable.

- b. **LCB (SURTASS)**

- (1) Update all appropriate WILD databases to reflect changes from approved SURTASS Logistics Change Requests (LCR) by the LCB.
- (2) Maintain a change control system, in accordance with the WSCMP, that will provide an audit trail for all configuration and allowance changes to logistic baselines.
- (3) Upon completion of database updates, promulgate database revision reports to WILD users.

Note: All changes or revisions to WILD for SURTASS allowances must result from an approved LCB Directive.

3.3.2.4 WILD Software Products and Quality Assurance

The contractor shall apply software quality assurance measures to software modifications, conventions, enhancements, and maintenance efforts in accordance with the provisions contained in the WSCMP. The contractor shall maintain Software Technical Documentation to reflect software changes that have been authorized by the WILD Configuration Control Board (CCB). **(CDRL A010)**. As a minimum this documentation shall consist of the following for WILD

- a. Software Development Plan (SDP), **(CDRL A013)**
- b. Software Requirements Specification (SRS) **(CDRL A014)**
- c. Software Design Description (SDD), **(CDRL A015)**
- d. Interface Design Description (IDD) **(CDRL A016)**
- e. Software Version Description (SVD), **(CDRL A017)**
- f. Software Users Manual (SUM), **(CDRL A018)**

3.3.2.5 WILD Software Data Repository

The contractor shall establish and maintain a WILD software data repository consisting of control software and baseline documentation relating thereto in accordance with the WSCMP. The WILD data depository shall contain all applicable technical documentation and additional documentation as described above and in the WSCMP.

3.3.2.6 WILD Engineering Data

The contractor shall revise and provide changes to WILD Engineering Data as required by changes, revisions, and updates to software or hardware approved by CCB Directive.

3.3.2.7 WILD Operations, Maintenance, and Development (OMD)

The contractor shall be responsible for WILD OMD used to perform database administration or operations and to develop and maintain WILD software and hardware. The contractor shall:

- a. Operate and maintain the WILD OMD equipment.
- b. Integrate interface hardware, reconfigure installed equipment to support changes in WILD software development, integration and testing.
- c. Perform life cycle analysis and management of WILD hardware configuration(s), including design and mockup of follow-on systems approved by CCB Directive.
- d. Schedule equipment utilization (maintenance and backups of data).

3.3.2.8 WILD Software Maintenance

The contractor shall perform software development and maintenance for the WILD software applications and related documentation in accordance with the WILD and CCB Directives. The contractor shall perform the following software maintenance functions:

- a. System level impact and IUSS impact analysis for all SCRs.
- b. Production of detailed design, patches/source code changes, implementation and testing of all approved changes.
- c. Production and delivery of scheduled software releases.

The contractor shall schedule maintenance in accordance with WSCMP guidance. All modified and/or enhanced software shall be subjected to specified program performance module tests as provided in the WSCMP.

3.3.2.9 Miscellaneous WILD Tasks

The contractor shall perform the following functions:

- a. Provide WILD training as requested. Update training materials and curriculum to reflect WILD revisions approved by the CCB and or Software Change Request Review Board (SCRB).
- b. Provide Software Change Request (SCR)/Software Trouble Report (STR) management. **(CDRL A010)**
- c. Perform analysis, development, and change action as directed by the SCR.B.
- d. Provide appropriate configuration change information to Configuration data Management Database-Open Architecture (CDMD-OA) for Weapon System File (WSF) updates for National Stock Number (NSN) items.

- e. Process configuration data received from Navy Inventory Control Point (NAVICP) and provide updated configuration data to WILD as applicable.
- f. Participate in DOR review and validation actions as they pertain to WILD.
- g. Provide monthly WILD Status Reports to include Significant Accomplishments and SCR Status. **(CDRL A011)**

3.3.2.10 WILD Staff

- a. The contractor shall provide an administrative, maintenance, and developmental staff for support of WILD. This staff shall schedule usage and perform routine equipment maintenance procedures and repairs within their capabilities and procure outside repair support to include NSERC, if required. The administrative and maintenance staff shall be co-located on-site at the IUSS Logistics Support Facility.
- b. The contractor shall provide experienced personnel to perform data base administration, software development and maintenance, testing, configuration control and maintenance, and system software support WILD. The contractor shall provide experienced software maintenance staff to maintain WILD software and related documentation.

3.3.3 Integrated Data Environment and Systems Engineering, Configuration and Data Management Tools Support

The contractor shall provide support for PMS 485 Integrated Data Environment (IDE) and Systems Engineering (SE), Configuration Management (CM), and Data Management (DM) Tools support, currently hosted by NSERC. The current product suite includes, but is not limited to:

- a. IBM Rational Tools: Requirements Pro, ClearQuest, ClearCase, Software Architect and Asset Manager
- b. SAP Crystal Reports
- c. Microsoft Share Point
- d. Approved server hosting site, currently, NSERC

The contractor shall provide integrated configuration support for the PMS 485 IDE IBM Rational, Crystal Reports, and SharePoint tools including web access while meeting all NSERC hosting requirements. Additionally, the contractor shall support NSERC in maintaining Windows servers and SQL Database including patch installation, software upgrades, routine maintenance, and data backups. Support shall include daily development activities; technical troubleshooting; new schema design, development, and implementation; existing schema configuration and

enhancement in response to user requirements or software version changes; and resolution support for the impacts of NSERC system server maintenance, OS upgrades, security patches, and hardware repair.

The contractor shall provide end-user support and training for PMS 485 IDE registered users and Help Desk support during normal East Coast business hours.

The Government is responsible for selecting the appropriate software tools. The contractor shall support the chosen tools to the best of its ability. Changing the tools may require the Government to provide training to the contractor. The contractor shall maintain proficiency and qualifications as required by PMS 485, the server host facility, and applicable Navy IT policy. The contractor shall document support activities in their monthly progress report and other reports, as required. **(CDRL A001)**

3.4 TASK D – FOREIGN MILITARY SALES (FMS) SUPPORT

Task D shall consist of FMS support to the J-AOS Program

3.4.1 Japan Auxiliary Oceanographic Surveillance (J-AOS) Program Tailored Repairable Items List (TRIL) Support for the Japan Maritime Self Defense Force (JMSDF)

The contractor shall provide Tailored Repairable Items List (TRIL) support to the Japan Maritime Self Defense Force (JMSDF) including logistics, engineering support, and related technical services required for administering the Japanese Auxiliary Oceanographic Surveillance (JAOS) TRIL and performing associated tasks in support of the J-AOS Program. The contractor shall:

- a. Continuously review existing JAOS engineering and configuration data to determine TRIL candidates.**
- b. Review JAOS engineering and configurations data for new systems, equipment installations and equipment upgrades to determine TRIL candidates. Review JAOS array modernization program data to determine TRIL candidates.**
- c. Conduct liaison and interface with host country military representatives for TRIL related matters.**
- d. Provide logistics, technical and engineering support services to maintain TRIL Current and consistent with host country desires.**
- e. Provide funding status reports and repair status reports. (CDRL A020)**
- f. Produce semi-annual updates to the TRIL (CDRL A021)**
- g. Conduct liaison with PMS-485, NAVICP, the Navy Array Technical Support**

TRIL Center (NATSC), and original equipment Manufacturer (OEM) to maintain data and execute TRIL transactions.

- h. Government Furnished Information (GFI) for this task will include but will not be limited to Engineering and Configuration Data. These items will be provided by NATSC or Navy-designated maintenance activities on an as-required basis for use in completion of this task.**
- i. Transportation of equipment and material. The contractor shall act as the Navy's agent for the shipping and receiving of TRIL related items. This shall include conducting liaison with the repair activity, regional Navy shipping office and designated the freight forwarder as applicable.**

3.5 KEY PERSONNEL QUALIFICATIONS

3.5.1 Program Manager

The Program Manager shall be a key personnel responsible for planning, execution, and control of all contract tasks and is the primary interface to the COR and Government IUSS Operations Support Center director. The program manager shall also be responsible for the physical and administrative security services for the LSF to include; security briefs/debriefs for contractor personnel assigned to the LSF; classified document control and handling and supplies, equipment and services required to accomplish the security function outlined in this position description. The Program Manager shall have a minimum of five (5) years program management experience and a bachelor's degree in business or finance.

3.5.2 LSF Operations Manager

The LSF Operations Manager is a key employee responsible for the day to day operations of the Logistics Support Facility. The Operations Manager shall supervise all logistic functions and tasks. The Operations Manager ensures all tasks and processes are executed and completed in a timely and effective manner. The Operations Manager shall have a minimum of five (5) years management experience or a bachelor's degree in business or finance.

3.5.3 Supply Support Manager

The Supply Support Manager shall be a key employee responsible for controlling the receipt and issuance of material within the LSF and to the sites and ships supported. The Supply Support Manager serves as the inventory control manager for the LSF material. The Supply Support Manager shall have a minimum of five (5) years supply support management experience or an associate's degree in business or finance.

3.5.4 Inventory, PHS&T, and Material Manager

The Inventory, PHS&T, and Material Manager is a key employee and shall be the Warehouse Manager. This manager shall be responsible for proper handling, storage, packing, and shipping

of all material. The PHS&T Manager provides for timely worldwide shipment of LSF material using commercial and /or Government transportation. The PHS&T and Material Manager shall have a minimum of five (5) years Inventory and PHS&T experience or an associate's degree in business or finance.

3.5.5 WILD Database Manager

The WILD Database Manager is a key employee and is responsible for the development, maintenance, and support of WILD. The WILD Manager also controls the databases and configurations maintained in these systems. The WILD Manager shall have a minimum of five (5) years software engineering experience or a bachelor's degree in computer science. Experience with and knowledge of enterprise-level Oracle Database administration is highly desired.

3.5.6 IUSS Administrative Services Network Administrator

The IUSS Administrative Services Network Administrator shall have a minimum of five (5) years IT LAN experience or a bachelor's degree in computer science.

4.0 SECURITY

The nature of this PWS requires access to Secret data, information, and spaces. The contractor shall be required to attend meetings classified up to Secret level. Also, the contractor shall be required to access Confidential, Secret, North Atlantic Treaty Organization (NATO) and SIPRNET data/information.

If foreign travel is required, all outgoing Country/Theater Clearance Message requests shall be submitted to the SPAWAR System Center (SSC) Pacific Foreign Travel Team, Topside for action. A request for Foreign Travel Form shall be submitted for each traveler, in advance of the travel, to initiate the release of a clearance message at least forty (40) days in advance of departure. Each traveler must also submit a Personal Protection Plan, and have a Level 1 Antiterrorism/Force Protection briefing within one (1) year of departure and a Country Specific briefing within ninety (90) days of departure.

APPENDIX A

List of Acronyms and Abbreviations

ANSI	-	American National Standards Institute
APL	-	Allowance Parts List
ASQ	-	American Society for Quality
APM	-	Assistant Program Manager
CASREP	-	Casualty Report
CAX	-	Naval Weapons Station, Yorktown, Cheatham Annex
CCB	-	Configuration Control Board
CDMD-OA	-	Configuration Data Managers Database-Open Architecture
CDRL	-	Contract Data Requirements List
CFE	-	Contractor Furnished Equipment
CM	-	Configuration Management
COMUNDERSEASURV	-	Commander, Undersea Surveillance
COR	-	Contracting Officer's Representative
COSBAL	-	Consolidated Shore Based Allowance List
CUS	-	Commander Undersea Surveillance
DFARS	-	Defense Federal Acquisition Regulation Supplement
DoD	-	Department of Defense
DMSMS	-	Diminishing Manufacturing Sources Material Shortages
EOL	-	End-of-Life
ESD	-	Electrostatic Discharge
FCA	-	Functional Configuration Audit
FMS	-	Foreign Military Sales
FSS	-	Fixed Surveillance System
GFE	-	Government Furnished Equipment
GPETE	-	General Purpose Electronic Test Equipment
GFI	-	Government Furnished Information
IASN	-	IOSC Administrative Services Network
ICAPS	-	Interactive Computer Aided Provisioning System
ICLMS	-	IUSS Configuration and Logistics Management System
ICP	-	Inventory Control Point
IDE	-	Integrated Data Environment
ILO	-	Integrated Logistics Overhaul
ILS	-	Integrated Logistics Support
ILSP	-	Integrated Logistics Support Plan
IOSC	-	IUSS Operations Support Center
ISO	-	International Organization for Standardization
IT	-	Information Technology
IUID	-	Item Unique Identification
IUSS	-	Integrated Undersea Surveillance System
J-AOS	-	Japanese Auxiliary Oceanographic Surveillance
JEB	-	Joint Expeditionary Base
JMSDF	-	Japan Maritime Self Defense Force

LCB	-	Logistics Control Board
LCR	-	Logistics Change Request
LOF	-	Logistics Outfitting Facility
LRU	-	Lowest Replaceable Unit
LSF	-	Logistics Support Facility
MP	-	Management Plan
MEC	-	Mission Essentiality Code
MSSPO	-	Maritime Surveillance System Program Office
NATO	-	North Atlantic Treaty Organization
NATSC	-	Navy Array Technical Support Center
NAVICP	-	Navy Inventory Control Point
NAVSO	-	Office of Naval Supply
NAVSUP	-	Naval Supply Systems Command
NSERC	-	Naval Systems Engineering Resource Center
NSN	-	National Stock Number
OEM	-	Original Equipment Manufacturer
OMD	-	Operations, Maintenance and Development
OPN	-	Other Procurement Navy
PARTS	-	PSD Automated Reporting Tracking System (PARTS)
PCA	-	Physical Configuration Audit
PCI	-	Peripheral Component Interconnect
PEO SUB	-	Program Executive Officer, Submarines
PHS&T	-	Packaging, Handling, Storage and Transportation
PM	-	Program Manager
PMS	-	Planned Maintenance System
POR	-	Program of Record
PSD	-	Program Support Data
PTD	-	Provisioning Technical Documentation
PWS	-	Performance Work Statement
QSP	-	Quality System Plan
ROH	-	Regular Overhaul
RMA	-	Reliability, Maintainability and Availability
SCN	-	Ship Construction Navy
SCR	-	Software Change Request
SCRB	-	Software Change Request Review Board
SDD	-	Software Design Description
SDP	-	Software Development Plan
SILC	-	Supportability Integrated Logistics Capability
SIPRNET	-	Secret IP Routing Network
SMART	-	Supply Maintenance Action Reporting and Tracking
SM&R	-	Source, Maintainability and Recoverability
SPAWAR	-	Space and Naval Warfare
SPAWARSYSCOM	-	Space and Naval Warfare Systems Command
SPETE	-	Special Purpose Electronic Test Equipment
SSC	-	SPAWAR System Center
STARS-FL	-	Standard Accounting and Reporting System-Field Level

STR	-	Software Trouble Report
SUM	-	Software Users Manual
SURTASS	-	Surveillance Towed Array Sensor System
SVD	-	Software Version Description
TAC	-	Transportation Accounting Code
T-AGOS	-	Military Sealift Command Operated-Auxiliary General Ocean Surveillance
TAMS	-	Towed Array Management System
TRIL	-	Tailored Repairable Items List
TRF	-	Technical Replacement Factors
TSA	-	Technical Support Activity
TRA	-	Technical Replacement Factors
UII	-	Unique Item Identifier
VOO	-	Vessels of Opportunity
WILD	-	Web-Enabled IUSS Logistics Database
WSCMP	-	WILD Software Configuration Management Plan
WSF	-	Weapon System File