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MRC

STATEMENT OF WORK  
FOR THE  
INTEGRATED UNDERSEA SURVEILLANCE (IUSS)  
LOGISTIC SUPPORT FACILITY (LSF)

PREPARED BY  
  
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Table of Contents

<u>SECTION</u>	<u>PAGE</u>
1.0 Scope	1
1.1 Background	1
2.0 Applicable Documents	2
2.1 Military Publications	2
2.2 Other Documentation	2
2.3 NAVSO/NAVSUP Publications	2
3.0 Requirements	2
3.1 Task A - Project Management	2
3.2 Task B - Administrative Services	3
3.3 Task C - Operate Logistic Support Facility for Worldwide IUSS Support	4
3.3.1 Fleet OPTAR Accounting	4
3.3.2 Supply Support Management Services	5
3.3.3 Inventory Management	6
3.3.4 Packaging, Handling, Storage and Transportation (PHS&T)	6
3.3.5 Deactivation/Remoting of Ships and Shore Sites	7
3.3.6 IUSS Ship and Shore Government Furnished Equipment (GFE) and Contractor Furnished Equipment (CFE)	8
3.4 Task D - Operate, Maintain and Manage the Logistics Control System (LCS)	8
3.4.1 Scope	8
3.4.2 Operate, Maintain and Manage the LCS	8
3.4.3 LCS Software Products	9
3.4.4 LCS Software Quality Assurance	9
3.4.5 LCS Software Configuration Management (CM)	9
3.4.6 LCS Software Documentation	10
3.4.7 LCS Software Data Depository	10
3.4.8 LCS Engineering Data	10

3.4.9	LCS Configuration Control Board (CCB) and Logistic Control Board (LCB)	10
3.4.10	LCS Operations, Maintenance, and Development (OMD) Facility	11
3.4.11	LCS Software Maintenance	11
3.4.12	LCS Software Maintenance Functions	11
3.4.13	LCS Software Maintenance Schedule	11
3.4.14	Supply Maintenance Action Reporting and Tracking (SMART)	11
3.4.15	SURTASS Shipboard Automated Reporting Program (SSARP)	12
3.4.16	LCS Software Testing	12
3.4.17	LCS Government Furnished Equipment	12
3.4.18	LCS STAFF (including SMART and SSARP)	13
3.4.19	IUSS Continuous Acquisition and LifeCycle Support System (CALs) Loading and Operation	13
3.5	Task E - Outfitting for IUSS Afloat and Ashore Sites	14
3.5.1	Ships	14
3.5.2	Shore Sites	15

Exhibit A - IOCS IASN Node Distribution and Zone Map

Exhibit B - IOCS IASN MACNET Topology

Statement of Work  
for the  
Integrated Undersea Surveillance System (IUSS)  
Logistic Support Facility (LSF)

**1.0 SCOPE**

This Statement of Work (SOW) defines the contractor services required to operate the Integrated Undersea Surveillance System (IUSS) Logistic Support Facility (LSF). The LSF is located within the IUSS Operations Support Center (IOSC), Naval Amphibious Base, Little Creek, Norfolk, Virginia.

The services provided by the contractor shall include:

- a. Project Management.
- b. Administrative Services.
- c. Operation of the Logistic Support Facility.
- d. Logistic Control System (LCS) Operation and Maintenance.
- e. Initial Outfitting for Afloat and Ashore Sites.

**1.1 Background**

The LSF has been in existence since 1984 under the cognizance of the SPAWAR Surveillance Towed Array Sensors (SURTASS) Program Office, PMW 182, and is operated under contract through PMW 182. The LSF was originally established to provide logistic support (i.e., supply support, inventory management of Navy and non-Navy assets and LCS operations and maintenance) for SURTASS equipment aboard the T-AGOS class ships and shore sites. Reductions in O&MN funding and efforts to create more efficient support organizations for IUSS mandated that the role of the LSF be expanded to include centralized logistic support for all IUSS systems, including SURTASS, Sound Surveillance System (SOSUS), Fixed Distributed Systems (FDS), Surveillance Direction Systems (SDS), Advanced Deployable Systems (ADS), International Programs, and other special project tasks requiring logistic support services within the scope of LSF operations. Computer resources are provided through the Logistic Control System (LCS), which is a computerized/automated management support system used to provide the management, logistic support and configuration control support.

**2.0 APPLICABLE DOCUMENTS**

The following documents form a part of this SOW to the extent specified

sowmc20d.wpd, February 12, 1996

N00039-95-PR-DU200  
1 OCTOBER 1995  
Rev 20 Dec 95 MC

herein.

2.1 Military Publications

NAVSO Publication 3013, Vol I dtd Feb 77, Vol II dtd Oct 90

NAVSUP Publication 485, Afloat Supply Procedures, Rev 2, Change 4 dtd  
31 Aug 91

2.2 Other Documentation

ENB-16-3-12-1 LCS Software Configuration Management Plan dtd 1 Jun 87

DOD 5000.51G - Total Quality Management, A Guide for Implementation,  
dtd 15 Feb 1990

2.3 Copies of NAVSO/NAVSUP Publications are available from Naval Publications and Forms, Navy Aviation Supply Office, Code 03171, 5801 Tabor Avenue, Philadelphia, PA 19120-5099. 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 - Project Management

a. The contractor shall perform project management covering the planning, execution and control of effort necessary to accomplish the contractor's tasks as set forth in the Statement of Work. The contractor shall appoint a Program Manager charged with the responsibility of accomplishing the overall efforts of the contract. (DI-MGMT-80227)

b. The contractor shall organize and staff the Logistic Support Facility to ensure that logistic support requirements of the SOW are met and that material requests from IUSS afloat and ashore sites, sites and activities which support 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. DOD 5000.51G may be used as a guide though other approaches to implementing a quality program are encouraged. The contractor shall show how total 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 Plan which describes the systemic management approach to staffing and operating the LSF and maintaining the LCS. The quality plan will include the identification of work flow process(es) to be used for task execution, the specific role of personnel in work planning and accomplishment and technical tools to be used for process control and continuous improvement. (DI-A-1035)

c. The contractor shall conduct project management reviews for the

sowmc20d.wpd, February 12, 1996

N00039-95-PR-DU200

1 OCTOBER 1995

Rev 20 Dec 95 MC

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 total quality principles throughout all areas of contract performance. Special reviews shall be scheduled at any time the contractor and/or COR determine that a risk situation 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 COR. (DI-ADMIN-81249/DI-ADMIN-81250)

3.2 Task B - Administrative Services

In addition to the personnel required to perform the logistic support services, the contractor shall provide the following administrative services:

a. The contractor shall maintain a Technical Library at the Logistic Support Facility that will contain (in paper and electronic media) publications, drawings, technical manuals and aperture cards applicable to IUSS support. The contractor shall be responsible for the control and tracking of all documentation and for the posting of changes to IUSS documentation maintained in the Technical Library.

b. The contractor shall provide the physical and administrative security services for the IUSS Operations Support Center, Little Creek, Virginia. Services shall include:

- (1) Visitor control and clearance services.
- (2) Security briefs/debriefs for contractor personnel assigned to the LSF and IUSS Operations Support Center.
- (3) Classified document control and handling (LSF only).
- (4) Perimeter security for the IUSS Operations Support Center.
- (5) A maintenance contract for government furnished alarm systems and 24 hour/day response to alarm systems.
- (6) Supplies, equipment and services for items (1) through (5).

c. Provide for travel arrangements required in support of LSF operations.

d. Provide services for the management and maintenance of the IUSS Administrative Services Network (IASN) within the IOSC (**see Exhibits A and B**) to include:

- (1) Providing inventory management and property accountability of all GFE hardware and software.
- (2) Arranging with Original Equipment Manufacturers (OEM) or authorized agents for repair and return of failed hardware.
- (3) Performing manufacturer recommended preventive maintenance on IOSC network terminals and peripherals (zone 1 only).
- (4) Performing the duties of Network Manager and Administrator

for those elements of the IASN located within the IOSC.

(5) Coordinating with other Network Managers for the maintenance and upgrade of the IASN.

(6) Management of IASN software and the storage, issue, receipt and upgrade of IOSC administrative software.

(7) Providing recurring training for contractor and government personnel at the IOSC, providing a newsletter detailing status of IASN management and maintenance services. (DI-A-1035)

### 3.3 TASK C - Operate Logistic Support Facility for Worldwide IUSS Support

The contractor shall operate the IUSS Logistic Support Facility (LSF), located in the IUSS Operations Support Center, Little Creek, Virginia. 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 special project tasks.

#### 3.3.1 Fleet Accounting

The contractor shall provide accounting services for Operating Target (OPTAR) funds provided to SPAWAR Detachment (Det), IOSC Little Creek, VA in accordance with NAVSO Pub 3013.

- a. O&MN Funds shall be accounted for using P-3013 OPTAR procedures.
- b. OPN, SCN, and FMS funds shall be accounted for using individual OPTARs for each type of funds.
- c. For each OPTAR provided to SPAWAR Det IOSC, the contractor shall:
  - (1) Maintain individual OPTAR logs, records, and files.
  - (2) Prepare and submit individual OPTAR Document Transmittal Reports.
  - (3) Prepare and submit individual Budget OPTAR Reports.
  - (4) Review and reconcile Aged Unfilled Order Listing, Summary Filled Order/Expenditure Difference Listing, and Travel Transactions Reports.

#### 3.3.2 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 all repairables processed through the LSF.
- 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 all assets by serial number and property accountability number.
- i. Perform logistic validations, site assist visits, and logistic training.
  - (1) Logistic validations to be performed during SURTASS ship ROH periods (every 30 months). Validation will consist of 100% Location Audit and inventory of ILS items onboard.
  - (2) Site assist visits to be performed during each SURTASS ship ROH and at least semiannually when ships are in home port.
  - (3) Logistic training to be performed on SURTASS ships during ship ROH and following assignment of new shipboard logistic coordinator.
- j. Provide remote site replenishment.
- k. Maintain Government plant account records.
- l. Provide toll free telephone services and 24 hour on-call emergency support.
- m. Operate and Maintain Retail stock for theater support of IUSS unique non-Navy supported items. Maintain automated stock records for all retail stock.

n. Operate and Maintain Wholesale stock at the IUSS Operations Support Center, Little Creek Virginia for support of IUSS unique non-Navy supported items. Maintain automated stock records for all wholesale stock.

### 3.3.3 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.
- k. Planned Maintenance System.
- l. 3-M Indentured Lists.

### 3.3.4 Packaging, Handling, Storage and Transportation (PHS&T)

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

- a. Delivery of replenishment logistic items.
- b. Performing packaging/handling services for all material. (DI-RELI-80671A).
- 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.

3.3.5 Deactivation/Remoting of Ships and Shore Sites

a. The contractor shall coordinate and perform **the** logistic tasks associated with IUSS site deactivation and remoting.

b. Ships. The contractor shall:

(1) Coordinate the physical offload, movement and staging of all mission equipment. All equipment will be documented, controlled and tracked to maintain accountability. Packing and crating services shall be provided by the contractor 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 and control all ILS items. These assets are to be moved into the LSF and documented through the LCS. 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.

c. 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.

(4) When sites are remoted, develop mini-COSBALS to support equipment remaining on site.

(5) Monitor the movement of all ILS items not remaining on site to ensure movement back to the LSF.

(6) Process returned assets into the LSF, documenting these actions through the LCS.

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

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. The contractor shall coordinate GFE/CFE tracking and control requirements for all IUSS ship and shore systems, FMS systems, and Field Change Kits delivered to the IUSS Operations Support Center for integration/installation. (DI-MGMT-80269)
- b. The contractor shall open and inspect all receipts and record the equipment configuration from the component/lower replacement unit level, serial number and technical manual data in the LCS.
- c. The contractor shall verify the equipment configuration data to the individual equipment product baselines. 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. The contractor shall be responsible for GFE/CFE interim staging and shall provide separate, secure warehouse space and inventory control for all GFE/CFE received in the IUSS Center. The contractor shall ensure that one set of the GFE/CFE technical manuals are maintained in the LSF Technical Library.
- e. 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 on the LCS.

### 3.4 TASK D - Operate, Maintain and Manage the Logistic Control System (LCS)

#### 3.4.1 Scope.

The LCS 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 system located at the IUSS Operations Support Center, and the two frontend systems, Supply Maintenance Action Reporting Tracking System (SMART) and Shipboard Automated Reporting System (SSARP), which are located at operational sites, ashore and afloat. Frontend systems will be addressed in individual paragraphs below.

#### 3.4.2 Operate, Maintain and Manage the LCS.

In accordance with the LCS Software Configuration Management Plan, the contractor shall operate, maintain, manage and update LCS Hardware, Software, and Data Bases located at the Logistic Support Facility. This task shall include:

a. A database administration function at the LSF to administer, control configuration and access to, and update/maintain all databases and data files for operational inputs and outputs resulting from the operations of the LSF. This includes databases and data files in the following LCS Modules: Configuration Management (CM), Administrative (ADMIN), Reliability, Maintainability and Availability (RMA), Supply Support (SS), Hardware Planning and Control (HP&C), and Fleet Support Processing (FSP). In addition databases and supporting data files shall be maintained and updated for all IUSS sites ashore and afloat, and activities/units supporting the worldwide IUSS mission. (DI-MGMT-80368)

b. Control and input all data resulting from the operations of the LSF. Input shall be in the format prescribed by the LCS CM Plan.

c. The contractor shall maintain all hardware provided with the LCS located at the LSF.

d. Provide supplies, equipment and services for items (a) through (c).

#### 3.4.3 LCS Software Products.

The contractor shall insure that all LCS software products conform to the standards and conventions in the LCS Software Configuration Management Plan.

#### 3.4.4 LCS Software Quality Assurance.

The contractor shall apply software quality assurance measures to software modifications, enhancements, and maintenance efforts in accordance with the provisions contained in the LCS Software Configuration Management Plan.

#### 3.4.5 LCS Software Configuration Management (CM).

The contractor shall provide software configuration management (CM) and perform the following CM functions for the LCS software in accordance with the LCS Software Configuration Management Plan, ENB-16-3-12-1a. (DI-CMAN-81253)

a. LCS configuration control for LCS software.

b. Maintain the LCS Software Configuration 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.

3.4.6 LCS Software Documentation.

The contractor shall maintain Software Technical Documentation to reflect software changes which have been authorized by the LCS Configuration Control Board (CCB).

3.4.7 LCS Software Data Depository.

The contractor shall establish and maintain a LCS software data depository consisting of control software and baseline documentation relating thereto in accordance with the LCS Software Configuration Management Plan. The LCS data depository shall contain all applicable LCS Technical Documentation and additional item documentation as contained in the LCS Software Configuration Management Plan.

3.4.8 LCS Engineering Data. The contractor shall revise and provide changes to LCS engineering data. (DI-MCCR-80012A, DI-MCCR-80013A, DI-MCCR-80019A, DI-MCCR-80025A, DI-MCCR-80027A, DI-MCCR-80029A, DI-MCCR-80030A)

3.4.9 LCS Configuration Control Board (CCB) and Logistic Control Board (LCB).

The contractor shall participate in the LCS CCB and the LCB and provide overall coordination for the implementation of LCS actions resulting from both. Following specific services are required:

- a. LCS CCB.
  - (1) The contractor shall coordinate CCB meetings, agendas, and minutes with the LCS CCB Chairman or designated authorized representative.
  - (2) The LSF Program Manager shall be a member of the LCS CCB and shall participate in CCB meetings.
  - (3) Provide Software Trouble Report (STR) and Software Change Request (SCR) management. Coordinate entry of all STRs and SCRs for LCS, SMART, and SSARP. Analyze each and provide impact and recommendations to the CCB.
  - (4) Implement actions approved by the CCB. These include;
    - (a) Modification of existing programs to accomplish approved objectives.

(b) New programs and/or systems to accomplish approved objectives.

(c) New or revised documentation to accompany above software changes.

b. LCB

(1) Update all appropriate LCS databases to reflect changes approved by the LCB.

(2) Maintain a change control system, in accordance with the LCS Configuration Management Plan, that will provide an audit trail for all configuration and allowance changes to the logistic baselines.

(3) Upon completion of database updates, promulgate Database Revisions to LCS users.

3.4.10 LCS Operations, Maintenance, and Development (OMD) Facility. The contractor shall be responsible for the LCS OMD Facility which is used to perform LCS system administration/operations and to develop and maintain LCS software. The contractor shall:

a. Operate and maintain the LCS equipment at the LCS OMD Facility.

b. Integrate interface hardware, reconfigure installed equipment to support changes in LCS software development, integration and testing.

c. Schedule equipment usage.

3.4.11 LCS Software Maintenance. The contractor shall perform software development and maintenance for the LCS software programs and related documentation in accordance with the LCS Software Configuration Management Plan, ENB-16-3-12-1a.

3.4.12 LCS Software Maintenance Functions. The contractor shall perform the following software maintenance functions:

a. System level impact and IUSS impact analysis for all STRs and 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.

3.4.13 LCS Software Maintenance Schedule. The contractor shall schedule maintenance in accordance with LCS CCB guidance.

3.4.14 Supply Maintenance Action Reporting & Tracking (SMART). The contractor shall perform the following functions:

a. Software maintenance/upgrades in accordance with the LCS Software Configuration Management Plan ENB-16-3-12-1a.

b. Provide Software Change Request (SCR)/Software Trouble Report (STR) management.

c. Perform analysis, development, change action as directed by the LCS CCB.

d. Provide hardware maintenance service for all SPAWAR owned hardware located at SMART sites.

e. Receive, control, and upload monthly SMART Configuration Change, Maintenance Action, and Supply Transaction/Data diskettes into the LCS. QA data submitted and provide feedback to sites and \_\_\_\_\_ (TYCOMs).

f. Provide configuration change information to **Ships Parts Control Center** (SPCC) for Weapon System File (WSF) update.

g. Process configuration data received from SPCC and provide updated configuration data to SMART sites.

3.4.15 SURTASS Shipboard Automated Reporting Program (SSARP). The contractor shall perform the following functions:

a. Software development and maintenance in accordance with the LCS Software Configuration Management Plan ENB-16-3-12-1a.

b. Provide Software Change Request/Software Trouble Report management.

c. Perform analysis, development, change action as directed by the LCS CCB.

d. Provide updated configuration data to SSARP sites.

e. Receive, control and upload SSARP Configuration Change and Maintenance Action diskettes into the LCS. QA data submitted and provide feedback to ship/sites.

3.4.16 LCS Software Testing. All modified and/or enhanced software shall be subject to specified program performance module tests as provided in the LCS Software Configuration Management Plan and Government approved test plans and procedures to ensure formal testing requirements are met. (DI-MCCR-80014A, DI-MCCR-80015A, DI-MCCR-80017A)

3.4.17 **DELETED**

3.4.18 LCS Staff (including SMART and SSARP)

a. The contractor shall provide an administrative and maintenance staff for support of the LCS. This staff shall schedule usage and perform routine equipment maintenance procedures and repairs within their capabilities and procure outside repair support, if required. The contractor shall provide administrative and maintenance services in support of both on and off-site LCS installations. The administrative and maintenance staff shall be located on site at the Logistic Support Facility, Norfolk, VA.

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 to deployed LCS systems and field sites. The contractor shall provide an experienced software maintenance staff to maintain LCS software and related documentation.

c. The contractor shall provide experienced system engineering and software support personnel to deployed LCS systems and field activities. The support includes on-site support for the installation, checkout and field test of LCS systems and data base updates, and support for installation and checkout, planned maintenance, and emergency software releases.

3.4.19 IUSS Continuous Acquisition and Life Cycle Support System (CAL S) Loading and Operation.

The IUSS (CAL S) system is being developed by SPAWAR PMW 184. The CAL S system will become an adjunct to the LCS, which will be included in the CAL S Integrated Weapons System Database (IWSDB). The task described here entails preparing and converting data contained in the LCS for use in the expanded CAL S system, personnel training and follow-on system administration and support. Since the CAL S system is being developed under a separate contract, this task will require establishing liaison with and working with the CAL S contractor.

a. Liaison with CAL S Contractor.

The contractor shall establish working liaison with the PMW 184 CALS contractor. This liaison shall form a working partnership for the purpose of determining:

- (1) The impact on current SURTASS and SOSUS LCS operations caused by implementation of the CALS system,
  - (2) The most cost effective method of converting data from the LCS into a CALS compliant format,
  - (3) The actual data fields of the LCS to be converted.
  - (4) The most effective method of archiving extraneous data (that not deemed appropriate for conversion) and methods for extraction.
- b. LCS/CALS Integration

The contractor shall perform conversion of data identified in 3.4.19a. and load in defined data base(s) of the CALS system IWSDB,

(1) The contractor shall determine a phased approach for uploading the converted data into the IWSDB that will cause the least amount of adverse impact on LCS operations. The LCS will remain fully operational throughout the conversion and population process.

(2) Prior to uploading of data into the IWSDB, the contractor shall perform definitive tests to assure full CALS compatibility.

(3) The contractor shall perform procedures identified above on those data deemed appropriate for conversion and place the data into databases of the IWSDB as required.

(4) Provide for follow-on system administration, operation and maintenance.

### 3.5 TASK E - Outfitting for IUSS Afloat and Ashore Sites

The contractor shall provide for outfitting of IUSS afloat and shore sites.

#### 3.5.1 Ships. The contractor shall:

a. Utilize the LCS for documentation and control of the outfitting process.

b. Establish a mockup of the applicable ship stowage facilities and process all assets into the mockup.

c. Review outfitting requirements with the cognizant PMW 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 technical documentation to ascertain correctness and applicability.

d. Account for funds provided for procurements made by the Outfitting Facility. All funds shall be utilized for their stated purpose and accounted for in accordance with NAVSO Pub 3013.

e. Establish all procurements on the LCS and maintain current status on all requirements until received, taking aggressive follow-up action as necessary.

f. Process receipts through the LCS and stage material in the appropriate mockup.

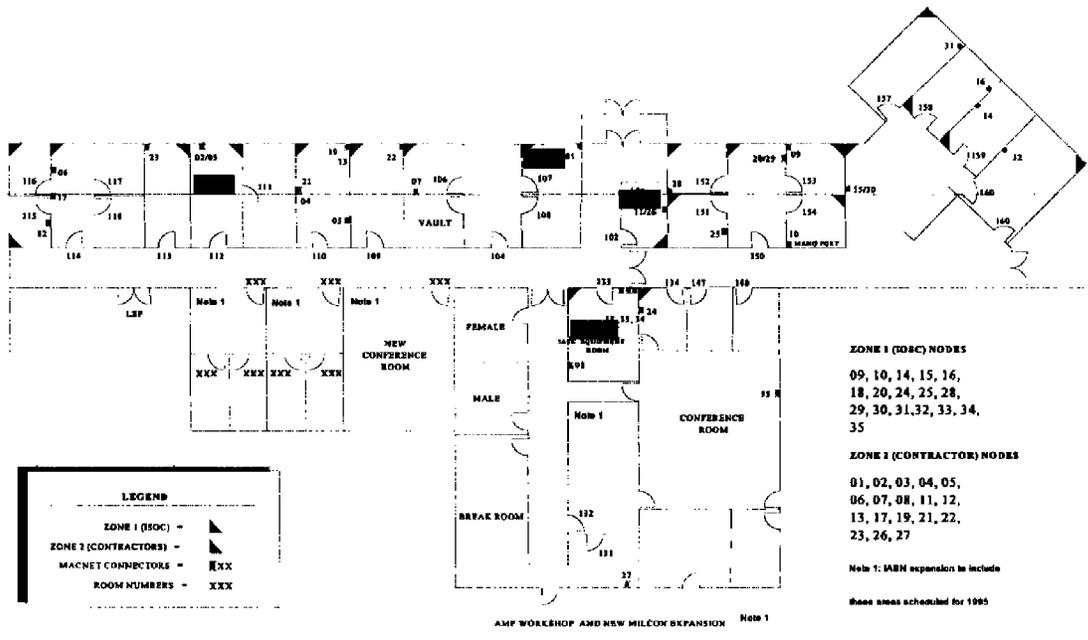
g. Provide Outfitting Status Reports on a monthly basis for each ship/site. (DI-MGMT-80368)

h. Loadout material on the applicable ships as scheduled.

i. Perform COSAL Requisition and Status Procedures (CRASP) reporting where applicable.

j. Utilize Logistics Applications of Markings and Reading Symbols (LOGMARS) system for all material processing through the Outfitting Facility.

3.5.2 Shore Sites. The contractor shall perform para. 3.5.1 functions for shore site outfittings. Outfitting requirements shall be reviewed with the cognizant PMW before procurement action is taken.



**IO SC IASN  
 NODE DISTRIBUTION AND ZONE MAP**  
 (As of January 1984)

**Exhibit A, LSF SOW**

