

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER		PAGE 1 OF 17		
2. CONTRACT NO. GS-10F-0056L		3. AWARD/EFFECTIVE DATE 14-Sep-2006		4. ORDER NUMBER HQ0034-06-F-1169		5. SOLICITATION NUMBER		
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)		
9. ISSUED BY WHS ACQUISITION & PROCUREMENT OFFICE 1155 DEFENSE PENTAGON WASHINGTON DC 20301-1155 TEL: FAX:		CODE HQ0034		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP		
15. DELIVER TO SEE SCHEDULE		CODE		16. ADMINISTERED BY SEE ITEM 9				
17a. CONTRACTOR/OFFEROR STRATEGIC ANALYSIS, INC., EXECUTIVE CONFERENCE CENTER 3601 WILSON BLVD, SUITE 500 ARLINGTON VA 22201 TEL. 703-797-4500		CODE 44609		18a. PAYMENT WILL BE MADE BY DFAS COLUMBUS CENTER DFAS-CO/SOUTH ENTITLEMENT OPERATIONS P.O. BOX 182264 COLUMBUS OH 43218-2264		CODE HQ0338		
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO A DRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM						
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY		22. UNIT	
		SEE SCHEDULE					23. UNIT PRICE	
							24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA See Schedule					26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$190,632.00			
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED								
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED								
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.					29. AWARD OF CONTRACT: REFERENCE <input checked="" type="checkbox"/> OFFER DATED <u>18-Aug-2006</u> . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED		
						14-Sep-2006		
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Karen Rooney / Contracting Officer TEL: 703-696-9468 EXT 173 EMAIL: karen.rooney@whs.mil			

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
SEE SCHEDULE					

32a. QUANTITY IN COLUMN 21 HAS BEEN
 RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
--	-----------	---

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
-----------------	--------------------	---------------------------------	--	------------------

38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)		
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (<i>YY/MM/DD</i>)	42d. TOTAL CONTAINERS

Section SF 1449 - CONTINUATION SHEET

INCORPORATION OF PROPOSAL

Strategic Analysis proposal dated 18 August 2006, and the contractor's commitment to perform the requirements of the statement of work is hereby accepted and incorporated into the contract.

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	EFT SUPPORT SERVICES FFP Contractor shall provide services in accordance with the attached SOW. SIN XXX-X	12	Months	\$15,302.67	\$183,632.00
NET AMT					\$183,632.00
000101	Funding for CLIN 0001 FFP				
NET AMT					\$0.00
	ACRN AB				\$137,243.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000102	Funding for CLIN 0001 FFP				
					NET AMT
					\$0.00
	ACRN AA				\$46,389.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Travel, Surge, and Special Support T&M Travel, Surge, and unanticipated ODCs	7,000	Dollars, U.S.	\$1.00	\$7,000.00 NTE
					TOT ESTIMATED PRICE
					\$7,000.00 NTE
					CEILING PRICE
	ACRN AA				\$7,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003 OPTION	EFT SUPPORT SERVICES FFP Contractor shall provide services in accordance with the attached SOW. SIN XXX-X	12	Months	\$15,176.58	\$182,119.00
					NET AMT
					\$182,119.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004		7,000	Dollars, U.S.	\$1.00	\$7,000.00 NTE
OPTION	Travel, Surge, and Special Support T&M Travel, Surge, and unanticipated ODCs				
TOT ESTIMATED PRICE					\$7,000.00 NTE
CEILING PRICE					

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0005		12	Months	\$15,771.42	\$189,257.00
OPTION	EFT SUPPORT SERVICES FFP Contractor shall provide services in accordance with the attached SOW. SIN XXX-X				
NET AMT					\$189,257.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006		7,000	Dollars, U.S.	\$1.00	\$7,000.00 NTE
OPTION	Travel, Surge, and Special Support T&M Travel, Surge, and unanticipated ODCs				
TOT ESTIMATED PRICE					\$7,000.00 NTE
CEILING PRICE					

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
000101	Destination	Government	Destination	Government
000102	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government
0005	Destination	Government	Destination	Government
0006	Destination	Government	Destination	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 14-SEP-2006 TO 13-SEP-2007	N/A	N/A FOB: Destination	
000101	N/A	N/A	N/A	N/A
000102	N/A	N/A	N/A	N/A
0002	POP 14-SEP-2006 TO 13-SEP-2007	N/A	N/A FOB: Destination	
0003	POP 14-SEP-2007 TO 13-SEP-2008	N/A	N/A FOB: Destination	
0004	POP 14-SEP-2007 TO 13-SEP-2008	N/A	N/A FOB: Destination	
0005	POP 14-SEP-2008 TO 13-SEP-2009	N/A	N/A FOB: Destination	
0006	POP 14-SEP-2008 TO 13-SEP-2009	N/A	N/A FOB: Destination	

ACCOUNTING AND APPROPRIATION DATA

AA: 9760100.1120 0206 2523 S49447 DSAC60375
 AMOUNT: \$53,389.00
 CIN 00000000000000000000000000000000: \$53,389.00

AB: 9760100.1120 0206 2523 S49447 DSAC31006
 AMOUNT: \$137,243.00
 CIN 00000000000000000000000000000000: \$137,243.00

CLAUSES INCORPORATED BY REFERENCE

52.204-2	Security Requirements	AUG 1996
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2006
52.232-1	Payments	APR 1984
52.232-7	Payments Under Time-And-Materials And Labor Hour Contracts	AUG 2005
52.247-34	F.O.B. Destination	NOV 1991
252.201-7000	Contracting Officer's Representative	DEC 1991
252.204-7000	Disclosure Of Information	DEC 1991
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7005	Oral Attestation of Security Responsibilities	NOV 2001
252.212-7001	Contract Terms and Conditions Required to Implement Statutes or Executive Orders Applicable to Defense Acquisitions of Commercial Items	JUN 2006
252.246-7000	Material Inspection And Receiving Report	MAR 2003

CLAUSES INCORPORATED BY FULL TEXT

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

www.arnet.gov/far
 (End of clause)

CONTRACT ADMINISTRATION

I. CONTRACTING OFFICER'S REPRESENTATIVE

(a) The Contracting Officer's Representative (COR) under this contract is COL Bruce Empric. His email address is: Bruce.Empric@osd.mil

(b) The Contractor is advised that only the Contracting Officer can change or modify the contract terms or take any other action which obligates the Government. Then, such action must be set forth in a formal modification to the contract. The authority of the COR is strictly limited to the specific duties set forth in his/her letter of appointment, a copy of which is furnished to the Contractor. Contractors who rely on direction from other than the

Contracting Officer do so at their own risk and expense. Such actions do not bind the Government contractually. Any contractual questions shall be directed to the Contracting Officer.

CONTRACTOR VISITS

The COR will approve and coordinate all Contractor visits to a sponsor's agency and other DoD agencies necessary for performance under this contract. All security visit requests shall be submitted to the COR for approval.

CONTRACT MANAGEMENT

Notwithstanding the Contractor's responsibility for total management during the performance of this contract, the administration of the contract will require maximum coordination between the Government and the Contractor. The following individuals will be the Government points of contact during the performance of this contract:

(a) **CONTRACTING OFFICER.** All contract administration will be effected by the Contracting Officer. Communications pertaining to the contract administration will be addressed to the Contracting Officer. No changes to the statement of work are authorized without a written modification to the contract executed by the Contracting Officer.

(b) **CONTRACTING OFFICER'S REPRESENTATIVE.** A Contracting Officer's Representative (COR) monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance, monitor Contractor's performance and notify both the Contracting Officer and the Contractor of any deficiencies; coordinate availability of Government Furnished Property (GFP), and provide site entry of Contractor personnel.

(1) The COR is not authorized to change any of the terms and conditions of the contract. Changes in the scope of work shall be authorized only by the Contracting Officer in a properly executed written modification to the contract.

(2) The COR is not authorized to redelegate his/her authority.

(3) The COR is not authorized to initiate acquisition actions by use of imprest funds or blanket purchase agreements, nor to issue purchase orders, place calls or delivery orders under basic agreements, basic ordering agreements or indefinite-delivery contracts.

2. SUBMISSION OF INVOICES

(a) Original invoices attached to a DD 250 for services performed under this contract shall be submitted to the Contracting Officer for tracking purposes at the address listed below. To prevent delay in processing, invoices should be faxed or emailed to:

WHS, ACQUISITION & PROCUREMENT OFFICE
ATTN: Karen Rooney
1155 DEFENSE, PENTAGON
RPN SUITE 12063
WASHINGTON, DC 20301-1155
Email: Karen.Rooney@whs.mil
Fax : (703) 696-9480

(b) One copy of the invoice, all back-up documentation attached to a DD 250 shall be forwarded electronically to the Contracting Officer's Representative (COR) for review and certification.

The contractor shall complete DD Form 250 and attach as a cover sheet to each invoice submitted for payment. The contractor shall forward the original DD Form 250 and attached invoice to the Contracting Officer. The contractor shall send a copy of the DD Form 250, the invoice and all back up documentation to the COR for review and certification. The DD Form 250 and the invoice shall reflect the payment office as listed in block 18a. The Contractor must be registered in the Central Contractor Registration (CCR) database in order to receive payments by Electronic Funds Transfer.

(c) The Payment Office for this order is:

DFAS COLUMBUS CENTER --HQ0038
DFAS-CO/SOUTH ENTITLEMENT OPERATIONS
P.O. BOX 182264
COLUMBUS, OH 43218-2264

See the information in the DFAS Handbook found at: www.dfas.mil/commpay/contractorpayment/handbook.pdf.

3. TRAVEL

It is anticipated that performance of this work statement may require travel. All task order associated travel will be at the request of the government via the COR.

Reimbursement for travel in conjunction with the performance of this task order will be in accordance with the Federal Joint Travel Regulations.

4. Contractor Information

CONTRACTOR ADDRESS and POC
One Virginia Square
3601 Wilson Blvd Suite 500
Arlington, VA 22201

Dr. Phillippe Loustaunau, (703) 253-4728
Ms. Angela Leno, Director of Contracts aleno@sainc.com (703) 797-2276

STATEMENT OF WORK

STATEMENT OF WORK
Conference Planning with Subject Matter Expert

OFFICE OF FORCE TRANSFORMATION
Education for Transformation Initiative

1. Background

The Director, Office of Force Transformation, is an advocate for transformation within the Department of Defense and serves as a catalyst for initiating new concepts and exploring new technologies that could play key roles in transforming our military and the Department. The challenge for OFT is to identify/contribute to the emergence of a culture that will accept, embrace, implement, and expand transformation. This requires developing leaders with abilities to size, shape, operate, and change the force--competent in areas beyond the traditional objects of professional military education, and capable of fostering a climate of innovation. Such leaders will encourage and implement change, and direct experimentation to discover effective solutions to complex problems that emerge rapidly and unexpectedly. Moreover, Information Age leaders must understand the new dynamics of network centric operations so they can translate an information advantage derived from robust networks, shared situational awareness, and understanding of commander's intent into a decisive warfighting advantage characterized by self-synchronization, speed of command and increased combat power. The desired end state of EFT is "A dynamic, collaborative educational community that creates, discovers, diffuses, and applies new knowledge for defense transformation acting under its own initiative." From this idea was born the Education for Transformation Initiative (EFTI).

The objectives of the EFTI are to:

- Discover, create, or cause to be created, new knowledge needed for defense transformation
- Diffuse, or cause to be diffused, new knowledge needed for defense transformation
- Apply, or cause to be applied, new knowledge for defense transformation

There are two principal components of the initiative:

1.1 Support of Transformation Chairs established/pending establishment at major DOD educational institutions which act as a focal point for transformation teaching and research on campus. The functions of the Transformation Chairs are to:

- Be an Authoritative Champion for Transformation Studies at DOD Educational Institutions
- Become an active participating member of a collaborative network of Transformation Educators embracing U.S. governmental and non-governmental partners, Coalition partners, Allies, industry, and academia.
- Diffuse Emerging Knowledge:
 - Act as an Advocate for Transformation to influence curriculum development in PME/JPME
 - Collaborate in the development and delivery of Short Courses and electives
 - Develop, Interpret, Deliver Case Studies
- Create New Knowledge:
 - Direct / coordinate original research
 - Act as an institutional focal point for the Transformation Research Program
 - Coordinate and Collaborate with other institutions

Transformation Chairs already established include: the National Defense University, the Defense Acquisition University, the Army War College, the Naval War College, the Air University, the Naval Postgraduate School,

Army Command and General Staff College, the Joint Forces Staff College, the Air Force Institute of Technology, West Point, the Naval Academy, the Marine Corps University, and the Air Force Academy.

1.2 Maintenance and expansion of a networked community of interest which promotes transformation ideas, goals, techniques, etc.

2. Objective

This procurement objective is to secure logistical, professional and administrative support services, including subject matter expertise, to host each Transformation Chair Quarterly Conference.

3. Description of Services

The contractor shall provide: (1) comprehensive support for the Office of Force Transformation's (OFT) Transformation Chairs Quarterly Conferences; and (2) subject matter expertise in the area of educational transformation to catalyze dialog within the Education for Transformation (EFT) community, stimulate and support the sharing of institutional research interests and efforts by faculty and students, and share information about conferences, workshops, and symposia with the EFT community. We anticipate four conferences per year in places such as Fort Leavenworth, KS; Monterey, CA; Washington, DC; and other locations to be determined.

3.1 Scope: The contractor shall provide comprehensive support for the two principal components described in 1.1 and 1.2, above. The objective is to ensure that each Transformation Chair Quarterly Conference is a seamless operation. Additionally, the OFT requires subject matter expertise in the area of educational transformation to catalyze dialog within the EFT community, stimulate and support the sharing of institutional research interests and efforts by faculty and students, and share information about conferences, workshops, and symposia with the EFT community. Both administrative/logistical support, as well as subject matter expertise is needed to accomplish the following:

The contractor will provide logistical, management, and conference support for each of the four annual conferences. On average, each conference is 2-3 days. This may include, but is not limited to:

- distribute formal invitations to conferees and speakers
- Assemble, reproduce and issue any pre-conference materials
- Develop and publish conference agenda
- Coordinate directly with the host institution on administrative and logistical requirements for the conference. Typically these will include, but are not limited to, conference registration, verifying security clearances, lodging for TDY conferees and guests, suitability of conference facilities and services, availability and operability of audio-visual equipment, etc.
- Develop and distribute to attendees an after-conference report which shall include an executive summary, copies of briefs and conference presentations, and conferees' required actions and suspenses arising from and agreed to in conference discussions.
- Assist in catalyzing dialogue within the EFT community through e-mails, web postings, and phone calls, on a bi-weekly basis at a minimum .
- Stimulate and support the sharing of institutional research interests and research efforts of interest by faculty and students.
- Utilize established mechanisms for sharing information about conferences, workshops, and symposia of interest to the EFT community.
- Maintain long range schedule of planned quarterly Transformation Chair Meetings
- Maintain roster of Chairs and other parties interested in the EFT Community
- Maintain current content on the EFT Initiative web-site through a monthly review of site content, ensuring that EFT web site content conforms to current DOD policy.

Management of the Transformation Chair Community of Interest. The contractor shall:

- Maintain current content on the EFT Initiative web-site through a monthly review of site content. The contractor shall coordinate with the Government to ensure that EFT web site content conforms to current DOD

policy. This requires that all material posted on a public web site be reviewed and approved by the Government prior to posting.

- Regularly engage (bi-weekly at a minimum) the Transformation Chairs in discussions about activities, initiatives, challenges, etc. Keeping the Action Officer informed on developments, issues, and potential collaboration opportunities.
- Collect, update, and publish contact information for Chairs and the wider Community of Interest to facilitate their collaboration.
- Publicize the Education for Transformation Initiative. The contractor shall work with OFT staff to update the EFT web site content as appropriate and coordinate with the OFT transformation analysts to generate appropriate responses to inquiries, comments, or recommendations received/posted to the web site's e-mail in-box.
- Disseminate to the Transformation Chairs and the extended defense community as appropriate briefings, papers, articles, and memoranda to highlight achievements and innovative solutions addressing the Education for Transformation Initiative.
- Conduct outreach activities to expand and connect the Defense Transformation Education Community in order to foster collaboration and sharing of information and ideas.
- Coordinate with the OFT outreach specialist to publicize to a broader audience, both within DOD and the extended defense community, the goals, activities, and successes of the EFT program.

3.2 Period of Performance:

The period of performance for this contract shall be for one (1) Base Year of twelve months from date of contract award and two (2) 12-month option years.

Options will be exercised at the Government's discretion.

3.3 Place of Performance

The tasks required herein will be performed primarily at the contractor's facilities. It is the Government's preference that contractor personnel be located within Washington metropolitan commuting area. Quarterly conferences will be held at one of the major DoD educational institutions, including but not limited to those identified in paragraph 1.1, above.

3.4 Travel

Travel within a radius of 75 miles of the Pentagon is considered local travel and will not be reimbursed. Some travel out of the Washington, DC, metropolitan area is anticipated for this requirement. All such travel shall be conducted in accordance with the provisions of the Federal Travel Regulations (for travel in 48 contiguous states), the Joint Travel Regulations, Volume 2, DOD Civilian Personnel Index A (for travel to Alaska, Hawaii, Puerto Rico, and U.S. Territories and possessions), and if required by the Government, the Standardized Regulations (Government Civilians., Foreign Areas), Section 925. Maximum Travel Per Diem Allowances for Foreign Areas (for travel not covered in the Federal Travel Regulations [FTR] or Joint Travel Regulations [JTR]). Travel outside the Washington, DC, metropolitan area will be reimbursed in accordance with the appropriate regulation referenced immediately above based on actual cost.

3.5 Security Requirements

A SECRET security clearance is required for all contractor personnel working this requirement. The contractor is responsible for obtaining employee security clearances and ensuring that all persons working on this effort are

U.S. citizens. The contractor shall comply with the requirements detailed in the DD Form 254 which is an attachment to this solicitation.

The Contractor shall possess or be eligible to receive and maintain a SECRET facility clearance from the Defense Security Service (DSS).

3.6 Contractor Personnel

Non-Disclosure Statements All Contractor personnel are required to complete and sign non-disclosure statements as a part of this contract. The Contractor will provide a copy of all signed non-disclosure statements to the Government COR for each employee working on this requirement.

Identification of Contractor Personnel All contractor personnel whose contractor status is not obvious to third parties shall identify themselves as contractors to avoid creating an impression in the minds of third parties, whether Government personnel or the public, that they are Government officials with authority to speak for the Government. When contractor personnel are present at OFT facilities or at other Government facilities they shall comply with the security requirements, including wearing appropriate badges, which are in force at the particular Government facility.

Operating Hours Contractor personnel shall be available to the Government for meetings, telephone calls and conferences, etc., between the hours of 0800-1700. The Contractor must at all times maintain a work force adequate in numbers and competencies to assure the timely and successful performance of all tasks defined within this statement of work. When hiring personnel, the Contractor shall keep in mind that the continuity of a stable and fully competent work force is essential.

Privacy Act Contractor personnel may have access to information subject to the Privacy Act in the performance of this task. All assigned contractor employees shall comply with all the requirements of the Privacy Act. Contractor is responsible for providing all its personnel working on this contract Privacy Act training. Certificates of training must be sent to the Contracting Officer's Representative upon completion of training.

4. Partnering and Meetings

Partnering To encourage the foundation of a cohesive partnership with the Contractor, and its subcontractors, the Contracting Officer will host an informal team partnering session. Within 10 days of contract award, the Contractor will meet in conference with representatives of the Contracting Officer, at a time to be determined by the Contracting Officer, to discuss and develop mutual understanding relative to scheduling and administering work.

The intent of this partnering session is to articulate the key objectives of the project and introduce project (Contractor and Government) key personnel to one another, thereby enhancing communication among project members and increasing the likelihood of project success. Additional objectives are effective and efficient contract performance, and the intent to achieve project completion within budget, on schedule, and in accordance with the contract. This event will be held during normal working hours. Informal follow-up sessions shall be held as necessary throughout the term of the contract.

Other Meetings. The contractor will meet monthly with the Contracting Officer's Representative (COR) to discuss prior month's activities, current and next month's activities, matters pending from the prior month's meeting, problems encountered and how resolved, problems anticipated and recommended resolution. The contractor shall present a written report capturing the information presented at the meeting.

5. Contractor Performance Assessment Reporting System (CPARS)

Specific performance-based objectives will be discussed in detail during the initial Partnering Session. These performance-based objectives will be the basis for contractor ratings and evaluation reports entered in the CPARS.

The initial CPARS assessment will occur within 30 days after the completion of 1, below. The Government will monitor performance-based objectives. The contractor will receive four Contractor Performance Assessment Reporting System (CPARS) ratings during the performance of each contract period as follows:

1. After the conclusion of each Transformation Chair Quarterly meeting, and
2. At the end of each contract period of performance.

The final rating will be entered within 60 days of the end of the base year and each option year period, if any.

6. Deliverables Contractor shall submit written documents (see deliverables schedule attached) in both hardcopy and electronic formats. Electronic versions shall be provided via CD-ROM using Microsoft Office applications (i.e., Word, Excel, Access, Power Point, Front Page, etc.). With the exception of the cover/title page, no deliverable, whether hardcopy or electronic medium will have marking(s) identifying the contractor or its personnel (e.g., individual name, company name, company logo, watermark, etc.)

7. Proprietary Rights All analyses, reports, documentation, briefings, etc., in whatever medium or format, developed and conducted under this contract are government property. The government will retain sole right to use, distribute, and/or publish these data and items as it sees fit.

TECHNICAL EXHIBIT I

PERFORMANCE REQUIREMENTS SUMMARY

THE CONTRACTOR SERVICE REQUIREMENTS ARE SUMMARIZED INTO PERFORMANCE OBJECTIVES THAT RELATE DIRECTLY TO MISSION ESSENTIAL ITEMS. THE PERFORMANCE THRESHOLD BRIEFLY DESCRIBES THE MINIMUM ACCEPTABLE LEVELS OF SERVICE REQUIRED FOR EACH REQUIREMENT. THESE THRESHOLDS ARE CRITICAL TO MISSION SUCCESS.

Performance Objectives	Performance Standard	Performance Threshold	Method of Surveillance
<p>PRS #1 Organization of the Quarterly Transformation Chairs Conferences.</p>	<p>Preliminary materials are timely issued.</p> <p>Full coordination of administrative and logistical support with AO and host Chair.</p> <p>After-conference report accurately reflects the conference discussions, conclusions, proposed actions, recommendations, etc.</p> <p>Attachments to the report are complete</p>	<p>Conference materials are complete and issued not more than 5 working days late.</p> <p>No significant lapses in administrative support (security checks, conference registration, etc.) or logistical support (audio-visual equipment available and working, lodging for TDY attendees, etc.)</p> <p>Draft report is in correct standard English, satisfies format requirements, and requires only very minor revisions.</p> <p>Zero deviation.</p>	<p>Comments of conference participants.</p>
<p>PRS #2 Review and maintain EFT website.</p>	<p>Contents reviewed for accuracy and security prior to posting.</p> <p>All pertinent material in the website update.</p> <p>Monthly updates are completed on schedule.</p>	<p>100% for security review.</p> <p>90% for completeness.</p> <p>Update not more than 5 working days late.</p>	<p>100% Inspection</p>

Contractor Surveillance

A Quality Assurance Surveillance Plan (QASP) corresponding to the performance thresholds above will be added to the contract via modification within 90 days after contract award.”

TECHNICAL EXHIBIT 2
SCHEDULE OF DELIVERABLES

Deliverable	Schedule	# of Copies	Medium/Format	Submit To
Maintain long-range schedule of planned quarterly Transformation Chair Meetings.	Ongoing	1 hardcopy 1 electronic copy	The format proposed by the contractor and approved by the COR.	COR
Coordinate Transformation Chairs' Conference draft agenda with the conference host and OFT Action Officer.	Quarterly, not later than 45 days prior to start of conference	2 hardcopies 2 electronic copies	The format proposed by the contractor and approved by the COR.	COR
Issue the conference agenda, schedule, and invitations for Quarterly Transformation Chair Conference.	Quarterly, not later than 30 days prior to start of Conference.	NTE 40 hardcopies 40 electronic copies	Current formats unless changed by COR	COR, Transformation Chairs, guests
Draft after-conference report.	Quarterly, not later than 1 week after the conference	1 hardcopy 1 electronic copy	Current format unless changed by COR	COR
Final after-conference report.	Quarterly, not later than 1 week after receipt of COR's comments	40 hardcopies 40 electronic copies	Current format unless changed by COR	COR, Transformation Chairs, guests
Maintain current roster of Chairs and other parties interested in the EFT Community.	Ongoing	1 electronic copy to each person on roster	Current format unless changed by COR	COR

DD FORM 254

DD254 dated 14 September 2006, is hereby incorporated by reference and provided under separate cover.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE OF PAGES	
				J	1	6
2. AMENDMENT/MODIFICATION NO. P00001		3. EFFECTIVE DATE 06-Mar-2007	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY WHS ACQUISITION & PROCUREMENT OFFICE 1700 N. MOORE STREET SUITE 1425 ROSSLYN VA 22209-1901		CODE HQ0034	7. ADMINISTERED BY (If other than item 6) WHS ACQUISITION & PROCUREMENT OFFICE 1155 DEFENSE PENTAGON WASHINGTON DC 20301-1155		CODE HQ0034	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) STRATEGIC ANALYSIS, INC., EXECUTIVE CONFERENCE CENTER 3601 WILSON BLVD, SUITE 500 ARLINGTON VA 22201				9A. AMENDMENT OF SOLICITATION NO.		
				9B. DATED (SEE ITEM 11)		
				X 10A. MOD. OF CONTRACT/ORDER NO. HQ0034-06-F-1169		
				X 10B. DATED (SEE ITEM 13) 14-Sep-2006		
CODE 44609		FACILITY CODE				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.						
<p>Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:</p> <p>(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>						
12. ACCOUNTING AND APPROPRIATION DATA (If required)						
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.						
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).						
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: MUTUAL AGREEMENT OF BOTH PARTIES						
D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: parkh07740 The purpose of this modification is to change the following: 1. Incorporate DFARS 252.232-7003, Electronic Submission of Payment Requests and WAWF Invoicing Instructions. 2. Appoint Ms. Carolyn Clark as the Contracting Officer's Representative (COR). She can be reached at: 703-697-7052 or e-mail at: carolyn.clark@osd.mil 3. All other terms and conditions remain unchanged. WHS POC for this action is Mr. Han Park and can be reached by at: 703-588-1138 or e-mail at: han.park.ctr@whs.mil						
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.						
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
				KAREN ROONEY / CONTRACTING OFFICER		
				TEL: (703) 588-1110 EMAIL: karen.rooney@whs.mil		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)			BY <i>Karen Rooney</i>		06-Mar-2007	
			(Signature of Contracting Officer)			

EXCEPTION TO SF 30
APPROVED BY OIRM 11-84

30-105-04

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

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The offeror bid date 18-Aug-2006 has been deleted.

DELIVERIES AND PERFORMANCE

The following Delivery Schedule item for CLIN 0001 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2006 TO 13-SEP-2007	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2006 TO 13-SEP-2007	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item has been added to SUBCLIN 000101:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2006 TO 13-SEP-2007	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item has been added to SUBCLIN 000102:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
---------------	----------	-----------------	-----

POP 14-SEP-2006 TO
13-SEP-2007

N/A

OSD POLICY
CAROLYN CLARK
OFFICE OF SECRETARY OF DEFENSE
POLICY
PENTAGON RM 5B712
WASHINGTON DC 20301-1155
703-697-4052
FOB: Destination

HQ0152

The following Delivery Schedule item for CLIN 0002 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2006 TO 13-SEP-2007	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2006 TO 13-SEP-2007	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item for CLIN 0003 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2007 TO 13-SEP-2008	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2007 TO 13-SEP-2008	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item for CLIN 0004 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2007 TO 13-SEP-2008	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2007 TO 13-SEP-2008	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item for CLIN 0005 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2008 TO 13-SEP-2009	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2008 TO 13-SEP-2009	N/A	OSD POLICY CAROLYN CLARK OFFICE OF SECRETARY OF DEFENSE POLICY PENTAGON RM 5B712 WASHINGTON DC 20301-1155 703-697-4052 FOB: Destination	HQ0152

The following Delivery Schedule item for CLIN 0006 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 14-SEP-2008 TO 13-SEP-2009	N/A	N/A FOB: Destination	

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC

POP 14-SEP-2008 TO N/A
13-SEP-2009

OSD POLICY
CAROLYN CLARK
OFFICE OF SECRETARY OF DEFENSE
POLICY
PENTAGON RM 5B712
WASHINGTON DC 20301-1155
703-697-4052
FOB: Destination

HQ0152

The following have been added by reference:

252.232-7003 Electronic Submission of Payment Requests MAY 2006

The following have been added by full text:

INVOICING INSTRUCTIONS (WHS, A&PO Nov 2006)

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Request (March 2003)", Washington Headquarters Services, Acquisition & Procurement Office (WHS, A&PO) utilizes WAWF-RA to electronically process vendor request for payment. The web based system is located at <https://wawf.eb.mil>, which provides the technology for government contractors and authorized Department of Defense (DOD) personnel to generate, capture and process receipt and payment-related documentation in a paperless environment. The contractor is required to utilize this system when submitting invoices and receiving reports under this contract. Submission of hard copy DD250/Invoice/Public Vouchers (SF1034) will no longer be accepted for payment.

The contractor shall (i) ensure an Electronic Business Point of Contract is designated in Central Contractor Registration at <http://www.ccr.gov/> and (ii) register to use WAWF-RA at <https://wawf.eb.mil> within ten (10) days after award of the contract or modification incorporating WAWF-RA into the contract. The designated CCR EB point of contact is responsible for activating the company's CAGE code on WAWF by calling 1-866-618-5988. Once the company CCR EB is activated, the CCR EB will self-register on the WAWF and follow the instructions for a group administrator. Step by step instructions to register are available at <http://wawf.eb.mil>.

The WHS WAWF-RA point of contact for this contract is Ms. Karen Rooney and can be reached at 703-588-1110 or email: karen.rooney@whs.mil. The contractor is directed to use the "2-in-1" format when submitting invoices and receiving reports. When entering the invoice into WAWF-RA enter in the following fields these DoDAAC or DoDAAC extensions:

Back up documentation may be attached to the invoice in WAWF under the "Misc Info" tab. Fill in all applicable information under each tab.

The following required information should automatically pre-populate in WAWF; if it does not populate, or does not populate correctly, enter the following information:

"Issue by DoDAAC" field enter **HQ0034**

"Admin DoDAAC" field enter **HQ0034**

"Payment DoDAAC" field enter **HQ0338**

“Ship to Code/ EXT” field enter in **HQ0034** and **OSDTM3**

“Inspect By DoDAAC/ EXT” fields **HQ0152**

“LPO DoDAAC/ EXT” fields - “Leave blank” ALWAYS leave blank.

Contractor shall verify that the DoDAACs automatically populated by the WAWF-RA system match the above information. If these DoDAACs do not match then the contractor shall correct the field(s) and notify the contracting officer of the discrepancy (ies).

Take special care when entering Line Item information . The Line Item tab is where you will detail your request for payment and material/services that were provided based upon the contract. Be sure to fill in the following items exactly as they appear in the contract:

- Item Number: If the contract schedule has more than one ACRN listed as sub items under the applicable Contract Line Item Number (CLIN), use the 6 character, separately identified Sub Line Item Number (SLIN) (e.g. – 0001AA) or Informational SLIN (e.g. – 000101), otherwise use the 4 character CLIN (e.g. – 0001).
- ACRN: Fill-in the applicable 2 alpha character ACRN that is associated with the CLIN or SLIN.

Note – DO NOT INVOICE FOR MORE THAN IS STILL AVAILABLE UNDER ANY CLIN/SLIN/ ACRN.

- Unit Price
- Unit of Measure

Shipment numbers must be formatted as follows:

For Services, enter ‘SER’ followed by the last 4 digits of the invoice number.

For Construction, enter ‘CON’ followed by the last 4 digits of the invoice number.

For Supplies, enter ‘SUP’ followed by the last 4 digits of the invoice number.

If the invoice number is less than 4 digits, enter leading zeros.

Before closing out of an invoice session in WAWF-RA but after submitting your document or documents, the contractor will be prompted to send additional email notifications. Contractor shall click on “Send More Email Notification” on the page that appears. Add the following email address karen.rooney@whs.mil in the first email address block and add han.park_ctr@whs.mil and carolyn.clark@osd.mil in the following blocks. This additional notification to the government is important to ensure that all appropriate persons are aware that the invoice documents have been submitted into the WAWF-RA system.

If you have any questions regarding WAWF, please contact the WAWF Help Desk at 1-866-618-5988.

(End of Summary of Changes)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE 16-Aug-2007	4. REQUISITION/PURCHASE REQ. NO. HQ003871910003000	J	1 4
6. ISSUED BY WHS ACQUISITION & PROCUREMENT OFFICE 1700 N. MOORE STREET SUITE 1425 ROSSLYN VA 22209-1901		CODE HQ0034	7. ADMINISTERED BY (If other than item 6) WHS ACQUISITION & PROCUREMENT OFFICE 1155 DEFENSE PENTAGON WASHINGTON DC 20301-1155		CODE HQ0034
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) STRATEGIC ANALYSIS, INC., EXECUTIVE CONFERENCE CENTER 3601 WILSON BLVD, SUITE 500 ARLINGTON VA 22201				9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
				X	10A. MOD. OF CONTRACT/ORDER NO. HQ0034-06-F-1169
				X	10B. DATED (SEE ITEM 13) 14-Sep-2006
CODE 44609		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended.					
<p>Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:</p> <p>(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
X D. OTHER (Specify type of modification and authority) Option Exercise IAW FAR Part 52.217-9 "Option to Extend the Term of the Contract"					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: menesk071342 The purpose of this modification is to exercise option year one for the period of 14 Sep 2007 to 13 Sep 2008, and to increase funding for additional workshop requirements.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) PATRICIA ASHLEY / CONTRACTING OFFICER/TEAM LEAD TEL: 703-588-1127 EMAIL: patricia.ashley@whs.mil		
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY <i>Patricia C. Ashley</i> (Signature of Contracting Officer)		16C. DATE SIGNED 11-Sep-2007

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The total cost of this contract was increased by \$287,576.44 from \$190,632.00 to \$478,208.44.

SUPPLIES OR SERVICES AND PRICES

CLIN 0003

The unit price amount has increased by \$8,204.79 from \$15,176.58 to \$23,381.37.

The option status has changed from Option to Option Exercised.

The total cost of this line item has increased by \$98,457.44 from \$182,119.00 to \$280,576.44.

CLIN 0004

The option status has changed from Option to Option Exercised.

SUBCLIN 000301 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301	Funding Option Year 1 FFP PURCHASE REQUEST NUMBER: HQ003871910003000		Months		
				NET AMT	\$0.00
	ACRN AC				\$280,576.44

SUBCLIN 000401 is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000401	Funding Option Year 1- Travel FFP PURCHASE REQUEST NUMBER: HQ003871910003000		Dollars, U.S.		
				NET AMT	\$0.00
ACRN AC					\$7,000.00

ACCOUNTING AND APPROPRIATION

Summary for the Payment Office

As a result of this modification, the total funded amount for this document was increased by \$287,576.44 from \$190,632.00 to \$478,208.44.

SUBCLIN 000301:

Funding on SUBCLIN 000301 is initiated as follows:

ACRN: AC

CIN: HQ0038719100030000001

Acctng Data: 977 0100.1120 0206 2522 S49447 DSAC70242

Increase: \$280,576.44

Total: \$280,576.44

SUBCLIN 000401:

Funding on SUBCLIN 000401 is initiated as follows:

ACRN: AC

CIN: HQ0038719100030000002

Acctng Data: 977 0100.1120 0206 2522 S49447 DSAC70242

Increase: \$7,000.00

Total: \$7,000.00

INSPECTION AND ACCEPTANCE

The following Acceptance/Inspection Schedule was added for SUBCLIN 000301:

INSPECT AT

INSPECT BY

ACCEPT AT

ACCEPT BY

N/A

N/A

N/A

Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 000401:

INSPECT AT

INSPECT BY

ACCEPT AT

ACCEPT BY

N/A

N/A

N/A

Government

(End of Summary of Changes)