

DELIVERY ORDER

FINAL

1. CONTRACT NO. N00178-04-D-4114		2. DELIVERY ORDER NO. EX0106		3. EFFECTIVE DATE ORIG 05/20/2006 MOD 11/17/2008		4. PURCHASE REQUEST NO. N00189-09-MR-30697		Rating Unrated		
5. ISSUED BY FISC Norfolk, Contracting Dept Philadelphia 700 Robbins Avenue, Bldg. 2B Philadelphia PA 19111-5083 rhoda.meyer@navy.mil 215-697-9645				CODE N00189		6. ADMINISTERED BY DCMA VIRGINIA 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342				
7. CONTRACTOR Serco Inc. 2650 Park Tower Drive, Suite 800 Vienna VA 22180				CODE 022Q2		FACILITY		8. DELIVERY DATE See Section F		
								9. CLOSING DATE/TIME (hours local time – Block 5 issuing office)		
								SET ASIDE TYPE		
								10. MAIL INVOICES TO See Section G		
11. SHIP TO See Section D				12. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264						
				CODE HQ0338						
13. TYPE OF ORDER	D	X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.							
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.										
Serco Inc.				Dirk B. Smith VP, Contracts						
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE		DATE SIGNED		
14. ACCOUNTING AND APPROPRIATION DATA See Section G										
15. ITEM NO.		16. SCHEDULE OF SUPPLIES/SERVICES			17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT		
See the Following Pages										
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				21. UNITED STATES OF AMERICA By: Kenneth Bullock				11/17/2008 CONTRACTING/ORDERING OFFICER		22. TOTAL \$186,848.46
SECTION	DESCRIPTION				SECTION	DESCRIPTION				
B	SUPPLIES OR SERVICES AND PRICES/COSTS				H	SPECIAL CONTRACT REQUIREMENTS				
C	DESCRIPTION/SPECS/WORK STATEMENT				I	CONTRACT CLAUSES				
D	PACKAGING AND MARKING				J	LIST OF ATTACHMENTS				
E	INSPECTION AND ACCEPTANCE									
F	DELIVERIES OR PERFORMANCE									
G	CONTRACT ADMINISTRATION DATA									

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GENERAL INFORMATION

The purpose of this modification is to change the FY 09 funding citation. The correct funding is shown as part of Section G, Mod 5 to this order. A conformed copy of this Task Order is attached to this modification for information purposes only.

The total value of the task order remains unchanged. The total amount of funds obligated to the task is hereby increased by \$0.00 from \$186847.66 to \$186847.66.

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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Supplies/Services Qty	Unit	Unit Price	Total Price
2001	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 20 May 2006 through 31 May 2006 (12 days) (O&MN,N)	1.0 Lot	\$2,525.00	\$2,525.00
2002	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 June 2006 through 30 September 2006 (O&MN,N)	4.0 LM	\$5,050.00	\$20,200.00
2003	Contract Data Deliverables for Items 2001 and 2002			
2004	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 October 2006 through 30 September 2007 (O&MN,N)	12.0 LM	\$5,044.15	\$60,529.80
200401	Funding for CLIN 2004			
200402	Funding for CLIN 2004			
200403				
2005	Contract Data Deliverables for Item 2004			

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2006	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 October 2007 through 30 September 2008 (O&MN,N)	12.0 LH	\$5,381.00	\$64,572.00
200601	Funding for CLIN 2006			
200602	Funding for CLIN 2006			
2007	Contract Data Deliverables for Item 2006			
2008	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 October 2008 through 31 March 2009 (O&MN,N)	6.0 LM	\$5,574.61	\$33,447.66
2009	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 April 2009 through 4 April 2009 (4 days) (O&MN,N)	1.0 Lot	\$743.00	\$743.00
2010	Contract Data Deliverables for Items 2008 and 2009			
5001	Administrative Management Services, in accordance with the performance	1.0 Lot	\$4,831.00	\$4,831.00

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work statement in
Section C, for
the period 5
April 2009
through 30 April
2009 (26 days)
(O&MN,N)

5002	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 May 2009 through 30 September 2009 (O&MN,N) Option	5.0 LM	\$5,574.61	\$27,873.05
5003	Contract Data Deliverables for Items 5001 and 5003			
5004	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 October 2009 through 30 September 2010 (O&MN,N) Option	12.0 LM	\$5,769.73	\$69,236.76
5005	Contract Data Deliverables for Item 5004			
5006	Administrative Management Services, in accordance with the performance work statement in Section C, for the period 1 October 2010 through 30 April 2011 (O&MN,N) Option	7.0 LM	\$5,979.39	\$41,855.73
5007	Administrative Management Services, in accordance with	1.0 Lot	\$2,989.69	\$2,989.69

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the performance
work statement in
Section C, for
the period 1 May
2011 through 19
May 2011 (19
days) (O&MN,N)
Option

5008 Contract Data
Deliverables for
Items 5006 and
5007

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

SECTION C – DESCRIPTIONS AND SPECIFICATIONS

PERFORMANCE WORK STATEMENT

1. Introduction

The Naval Supply System Command, Mechanicsburg, PA, requires continuing, non-personal, Administrative Management Services to support Navy afloat and ashore disbursing programs.

2. Scope of Work

The contractor shall perform Administrative Management Services to support Navy afloat and ashore disbursing programs including, but not limited to, NavyCash, Automated-Teller-Machines-at-Sea (ATMs-at-Sea), Navy Standard Integrated Personnel and Pay System (NSIPS), Defense MilPay Office Suite (DMO), Defense Joint Military Pay System (DJMS), Defense Integrated Military Human Resource System (DIMHRS), Defense Travel System (DTS), Windows Integrated Automated Travel System (WIN-IATS), Military Paper Check Conversion (MPCC), Pay And Personnel Ashore (PAPA), Retail Operations Management (ROM) II, CASHLINK II, and NAVSUP Corporate Information System (CIS) .

The contractor shall perform the following tasks, using Microsoft Office 2003 products, including, but not limited to, Word, Excel, Power Point, Access, Project, Internet Explorer, Adobe Acrobat and Turboprep.

- Update, organize, retrieve, and publish internal business metrics.
- Develop, organize, retrieve, update, and publish internal business metrics using
- Develop, organize, retrieve, update, and publish external business metrics.
- Develop, organize, retrieve, update and publish senior briefing materials.
- Develop, organize, retrieve, update and publish enrollment databases.
- Develop, organize, retrieve, update and publish ad-hoc data queries.
- Develop, organize, retrieve, update and publish Navy Web page.
- Develop, organize, retrieve, update and publish Navy Knowledge Online content.
- Prepare, submit, and organize, written correspondence and minutes.
- Prepare, submit, and organize, trip reports.

3. Deliverables

Required Item

- a. External business metrics
- b. Internal business metrics

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- c. Enrollment databases
- d. Senior briefing materials
- e. Ad Hoc data queries
- f. Navy web pages
- g. Other written correspondence
- h. Monthly report of task accomplished
- i. Navy Knowledge Online

Required Delivery Schedule for Items Listed Above:

- a. Every month by the 20th calendar day
- b. Every month by the 10th calendar day
- c. 30-34 year, within 5 business days of initial request
- d. 30-34 year, within 5 business days of initial request
- e. Within 5 business days of initial request
- f. Quarterly (Dec, Mar, Jun, Sep)
- g. Within 5 business days of initial request
- h. Every month by the 5th calendar day
- i. Every month by the 30th calendar day

Final Action For Items Listed Above.

- a. Publish final report in NAVSUP CIS by the last day of each month
- b. Publish final report in NAVSUP CIS by the last day of each month
- c. Provide final report by COB 5th business day
- d. Provide final report by COB 5th business day
- e. Provide final report by COB 5th business day
- f. Update web pages by COB the last day of the quarter
- g. Provide final report by COB 5th business day
- h. Provide final report by COB 5th business day
- i. Update web pages by COB the last day of the quarter

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4. Principal Place of Performance

Work Location(s) and Travel: The Contractor shall perform services, full-time, at NAVSUP Headquarters, 5450 Carlisle Pike, Mechanicsburg, PA 17055.

5. Government Furnished Property/Equipment

The Government will provide the contractor a Personal Computer, a telephone phone, and a desk in the NAVSUP HQ workspaces in Building 9 on the NAVICP Mechanicsburg, PA compound.

6. Security Requirements

Contractor must be eligible to obtain a Government issued Public Key Infrastructure (PKI) Certificate.

7. Period of Performance

The period of performance is from date of award through 30 September 2006, with provisions for four consecutive 12-month option periods.

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SECTION D PACKAGING AND MARKING

SECTION D – PACKAGING AND MARKING

All unclassified data shall be prepared for shipment in accordance with best commercial practice.

All reports delivered by the Contractor to the Government under this task order shall prominently show on the cover of the report :

- (1) name and business address of the Contractor
- (2) contract number
- (3) task order number
- (4) sponsor :

(Name of Individual Sponsor)

(Name of Requiring Activity)

(City and State)

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SECTION E INSPECTION AND ACCEPTANCE

SECTION E – INSPECTION AND ACCEPTANCE

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at :

INSPECT AT INSPECT BY ACCEPT AT ACCEPT BY

Destination Government Destination Government

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SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

SECTION F – DELIVERIES OR PERFORMANCE

DELIVERIES OR PERFORMANCE

Services under the resultant task order shall begin on * or date of award, whichever is later, and continue through **.

DURATION OF CONTRACT PERIOD

* ** Note :

20 May 2006 30 September 2006 If no options are exercised

1 October 2006 30 September 2007 If FY07 task order is exercised

1 October 2007 30 September 2008 If FY08 task order is exercised

1 October 2008 4 April 2009 If Contract Option I and FY09 task order are exercised

5 April 2009 30 September 2009 If FY09 task order is exercised

1 October 2009 30 September 2010 If FY10 task order is exercised

1 October 2010 19 May 2011 If FY11 task order is exercised

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SECTION G CONTRACT ADMINISTRATION DATA

SECTION G – CONTRACT ADMINISTRATION DATA

Task Order Manager:

Beth Pollock

Naval Supply Systems Command, Code 056D

5450 Carlisle Pike

Mechanicsburg, PA 17055

Telephone: (717) 605-6743

Facsimile: (717) 605-1631

E-Mail: beth.pollock@navy.mil

WAWF INVOICING INSTRUCTIONS AND PAYMENT FOR SERVICES

Invoices for services rendered under this Contract shall be submitted electronically through Wide Area

Work Flow – Receipt and Acceptance (WAWF):

The vendor shall self-register at the web site <https://wawf.eb.mil/>. Vendor training is available on the

Internet at <http://wawftraining.com/>

A separate invoice will be prepared for every month. Do not combine the payment claims for services provided under this contract.

Select the 2-in-1 Invoice within WAWF as the invoice type. The 2-in-1 Invoice prepares the Material Inspection and Receiving Report, DD Form 250, and invoice in one document.

Back up documentation (such as timesheets, etc.) can be included and attached to the invoice in WAWF.

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Attachments created in any Microsoft Office product are attachable to the invoice in WAWF.

The following information is provided for completion of the invoice in WAWF:

Issuing Office DODAAC: N00189

Admin DODAAC: S2404A

Acceptor DODAAC: N00023 O&MN patsy.graham@navy.mil

LPO DODAAC: N00023 O&MN janet.tice@navy.mil

Pay DODAAC: HQ0338

Acceptor Email: patsy.graham@navy.mil

The contractor shall submit invoices for payment per contract terms.

The Government shall process invoices for payment per contract terms.

Invoice must be CLIN/ACRN Specific.

Prior to submission via WAWF, request vendor email Acceptor and LPOI.

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Accounting Data
SLINID  PR Number                Amount
-----  -
2001    N00140-06-NR-55234        2525.00
LLA :
AA 1761804 9U3N 251 J2501 0 068342 2D 66D001 2576D000556D
Standard Number: N0002306RC5YY1

2002    N00140-06-NR-55234        20200.00
LLA :
AA 1761804 9U3N 251 J2501 0 068342 2D 66D001 2576D000556D
Standard Number: N0002306RC5YY1
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MOD 2

200401 N0002307RC5Y001 46436.00
 LLA :
 AB 1771804 9U3N 251 J2501 0 068342 2D 76D001 2576D000556D

200402 N0002307RC5N004 14094.00
 LLA :
 AC 1771804 9U3N 251 J2501 0 068342 2D 76A004 2576A000556A

MOD 3

200601 N0002308RX5Y001 46079.00
 LLA :
 AD 1781804 9U3N 251 J2501 0 068342 2D 86D001 1576D000556D

200602 N0002308RX5N001 18492.00
 LLA :
 AE 1781804 9U3N 251 J2501 0 068342 2D 86A001 2576A000556A

MOD 5

2008 N0002309RX5N002 33447.66
 LLA :
 AF 1791804 9U3N 251 00250 0 050120 2D 000000 A00000060541

2009 N0002309RX5N002 743.00
 LLA :
 AF 1791804 9U3N 251 00250 0 050120 2D 000000 A00000060541

5001 N0002309RX5N002 4831.00
 LLA :
 AF 1791804 9U3N 251 00250 0 050120 2D 000000 A00000060541

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SECTION H SPECIAL CONTRACT REQUIREMENTS

H-XX NOTIFICATION CONCERNING DETERMINATION OF SMALL BUSINESS SIZE STATUS

For the purposes of FAR clauses 52.219-6, NOTICE OF TOTAL SMALL BUSINESS SET-ASIDE, 52.219-3, NOTICE OF TOTAL HUBZONE SET-ASIDE, 52.219-18, NOTIFICATION OF COMPETITION LIMITED TO ELIGIBLE 8(A) CONCERNS, and 52.219-27 NOTICE OF TOTAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS SET-ASIDE, the determination of whether a small business concern is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in this solicitation, and further, meets the definition of a HUBZone small business concern, a small business concern certified by the SBA for participation in the SBA's 8(a) program, or a service disabled veteran-owned small business concern, as applicable, shall be based on the status of said concern at the time of award of the SeaPort-e MACs and as further determined in accordance with Special Contract Requirement H-19.

SECTION H – SPECIAL CONTRACT REQUIREMENTS

LIABILITY, AUTOMOBILE AND WORKMAN'S COMPENSATION INSURANCE (FISC DET PHILA)

(OCT 1992)

The following types of insurance are required in accordance with the clause entitled "INSURANCE-WORK ON A GOVERNMENT INSTALLATION" (FAR 52.228-5) and shall be maintained in the minimum amounts shown:

- (1) Comprehensive General Liability: \$200,000 per person and \$500,000 per accident for bodily injury.
- (2) Automobile Insurance: \$200,000 per person and \$500,000 per accident for bodily injury and \$20,000 per accident for property damage.
- (3) Standard Workmen's compensation and Employer's Liability Insurance (or, where maritime employment is involved, Longshoremen's and Harbor Worker's Compensation Insurance) in the minimum amount of \$100,000.

WAGE DETERMINATION APPLICABLE, SERVICE CONTRACT ACT (FISC DET PHILA) (OCT 1992)

The following website sets forth the applicable Service Contract Act Wage Determination by the Secretary of Labor.

<http://www.wdol.gov/wdol/scafiles/std/94-2449.txt>

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SECTION I CONTRACT CLAUSES

SECTION I – CONTRACT CLAUSES

52.204-9 PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (JAN 2006)

(a) The Contractor shall comply with agency personal identity verification procedures identified in the contract that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

(b) The Contractor shall insert this clause in all subcontracts when the subcontractor is required to have physical access to a federally controlled facility or access to a Federal information system.

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within thirty (30) days prior to contract expiration; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least thirty (30) days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed sixty (60) months.

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SECTION J LIST OF ATTACHMENTS