

**ORDER FOR SUPPLIES OR SERVICES (FINAL)**

1. CONTRACT NO. N00178-10-D-5869		2. DELIVERY ORDER NO. MUTI		3. EFFECTIVE DATE 2011 Mar 29		4. PURCH REQUEST NO. M00264-11-NR-55010		5. PRIORITY Unrated		
6. ISSUED BY RCO Quantico 3250 Catlin Ave Quantico VA 22134-5001			CODE M00264	7. ADMINISTERED BY DCMA Manassas 10500 BATTLEVIEW PARKWAY, SUITE 200 MANASSAS VA 20109-2342			CODE S2404A	8. DELIVERY FOB DESTINATION OTHER (See Schedule if other)		
9. CONTRACTOR Advanced Management Strategies Goup (AMSG), Inc 3800 Fettler park Drive Dumfries VA 22025			CODE 551W8	FACILITY		10. DELIVER TO FOB POINT BY (Date) See Schedule		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED		
12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW			13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Section G							
14. SHIP TO See Section D			CODE	15. PAYMENT WILL BE MADE BY DFAS Columbus Center, South Entitlement Operations P.O. Box 182264 Columbus OH 43218-2264			CODE HQ0338	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.		
16. TYPE OF ORDER		DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract.						
PURCHASE		Reference your _____ furnish the following on terms specified herein. 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.								
Advanced Management Strategies Goup (AMSG), Inc		<i>Jim O'Farrell</i>			Jim O'Farrell President and COO		2013/03/29			
NAME OF CONTRACTOR		SIGNATURE		TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)			
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:										
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE See Schedule										
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES			20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE	23. AMOUNT			
	See Schedule									
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA BY: /s/Sandra K Hughes			25. TOTAL	[REDACTED]		
							26. DIFFERENCES			
27a. QUANTITY IN COLUMN 20 HAS BEEN										
INSPECTED		RECEIVED		ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:						
b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE					c. DATE		d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					28. SHIP NO.		29. D.O. VOUCHER NO.		30. INITIALS	
f. TELEPHONE					g. E-MAIL ADDRESS		32. PAID BY		33. AMOUNT VERIFIED CORRECT FOR	
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.					31. PAYMENT COMPLETE		34. CHECK NUMBER			
a. DATE		b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			31. PAYMENT PARTIAL		35. BILL OF LADING NO.			
					FULL					
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED		40. TOTAL CONTAINERS		41. S/R ACCOUNT NUMBER	42. S/R VOUCHER NO.	

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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
5001	Development of a Capabilities Based Assessment (CBA)			[REDACTED]
5001AA	Labor SLIN in Support of CLIN 5001 (O&MN,N)	1.0 Lot	[REDACTED]	[REDACTED]

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## SECTION C DESCRIPTIONS AND SPECIFICATIONS

**Performance Work Statement (PWS)  
for  
Improvised Explosive Device (IED) Detector Dogs (IDD)  
Support to Expeditionary Operations  
Capabilities Based Assessment (CBA)  
and Initial Capabilities Document (ICD)**

### 1. Background

1.1 Improvised explosive devices (IEDs) continue to be a threat in Afghanistan, as the Taliban's weapon of choice. To adapt to this threat, the Marine Corps has developed a program in which a Marine is paired with a canine as an IED-detection team. To validate this "weapon system," the Director, Capabilities Development Directorate (CDD) requires technical analysis and writing support in the development of a Capabilities Based Assessment (CBA) for the Marine Corps IED Detector Dog (IDD) capability. The CBA will provide the analysis needed to update the existing IDD Concept of Operations (CONOPS) and establish the requirements for enhancing Marine Corps IDD capabilities to the warfighter.

### 2. Scope

2.1 The Marine Corps has a requirement to conduct a CBA and develop an ICD in order to establish Joint Capabilities Integration and Development System (JCIDS) documentation to support efforts to provide a stand-off explosive hazard detection capability to the Marine Air Ground Task Force (MAGTF) in the form of an IDD. The Director, Force Protection Integration Division (FPID), Marine Corps Combat Development Command (MCCDC), Headquarters Marine Corps, Quantico, VA requires technical analysis and writing support in the development of an CBA and ICD for IDD and related capability. The CBA will leverage existing analysis, studies, and other capabilities documentation work accomplished on IED detection, use of trained working dogs to support IED detection and other IED detection technology. The CBA will also use the Marine Corps Vision and Strategy 2025 and Marine Operating Concepts (MOC) 3rd Edition as the operational foundation. Considering the high likelihood of the CBA determining the need for a materiel solution approach, an ICD will be completed at the conclusion of the CBA. In addition, a Doctrine, Organization, Training and Education, Materiel, Leadership, Personnel and Facilities (DOTMLPF) Change Request (DCR) will also be drafted.

2.2 The CBA will validate the capability gap in stand-off explosive detection, while the ICD will document the materiel solution. This requirement will facilitate the identification of high-level stand-off explosive hazard detection operational capabilities and the potential DOTMLPF ramifications to the Marine Corps.

2.3 The capability required must provide the ability to adapt to each IED situation, in addition to providing a detection capability that will provide Marines with indications and warnings in time to take rapid preemptive action. Early recognition of explosives and standoff are required capabilities, the IED detector dog must perform searches at a distance from the handler. The IDD needs to provide ground units an organic stand-off explosive detection capability that can maintain the pace of the dismounted operations.

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2.4 It is essential to successful completion of the CBA that the Contractor have extensive experience with the Marine Corps Military Police (MP) concepts and doctrine, especially related to military working dogs (MWD). This expertise must be combined with a strong background in working IED and Counter IED (CIED) programs. This capability must be relevant to current projects in support of Marine Corps programs, with a unique combination of strong, current, all-Service (USMC, USN, USA, USAF, USCG), Joint, operational and technical expertise. This includes operations analysis in tactical warfare and systems development. More importantly, the Contractor must have high-end analytic capability to validate current identified gaps and support detailed analysis of the required capabilities to ensure a holistic assessment of the requirement.

### **3. Contractor Requirements**

3.1 The Contractor must specialize in: operational concept development (CONOPS); cost-benefit and operations analysis; human capital analysis; mission analysis; planning, programming and budgeting; knowledge management/Enterprise Content Management; and requirements documentation for emerging military systems within the Expeditionary Force Development System (EFDS) and Joint Capabilities Integration and Development System (JCIDS). The Contractor must have a cadre of strategic level experienced consultants, with extensive expertise across key strategic focus areas, with proven success in working capabilities document development through the EFDS/JCIDS process.

3.2 The Contractor must have a history of efficiency and effectiveness in shepherding programs, organizations and projects through the daunting process of Service and Joint resource allocation. From the very beginning of a nascent idea through requirements analysis (EFDS/JCIDS process); material or non-material solutions decisions (acquisition process); planning, programming, budgeting and execution (POM process); the Contractor must possess the expertise and experience to successfully advise Senior Leadership on the available solutions and to recommend the correct decision based on customer defined criteria.

3.3 The Contractor must possess the computer tools necessary to facilitate decision support and technical analysis in support of IDD requirements and CBA development. The computer tools must allow for structured and coordinated participation and collaboration with all stakeholders. In support of EFDS efforts, the Contractor must utilize collaborative, structured, decision support, web-based electronic brainstorming process tools (such as: Think Tank<sup>TM</sup>, Expert Choice<sup>TM</sup>) with subject matter experts (SMEs) and key stakeholders to identify, validate, and capture the critical issues surrounding the specific project. Coupled with these tools, the Contractor must provide skilled facilitators with operational expertise that can be related to the employment of Military Working Dog (MWD) and IDD within IED detection teams during ground combat operations in an IED environment.

### **4. Tasks**

#### **4.1 General**

4.1.1 The Contractor shall provide continuous support to the IDD CBA effort consistent with the activities identified:

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Activity – Anticipated Percentage		Para
CBA Planning Methodology (Study Plan)	1%	4.2.1
CBA Execution	90%	4.2.2 – 4.2.4
Develop and Staff the ICD	9%	4.2.5

4.1.2 The percentage of work associated with each of these task activities may vary slightly throughout the performance period. The Contractor is responsible for providing suitable technical and analytical expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall appoint a Program Manager to act as coordinator of task activities and to serve as the overall expert for successful completion of this task initiative.

## 4.2 Develop Requirements

4.2.1 CBA Study Plan. The Director, FPID, is responsible for the IDD CBA Study Plan and execution of all subordinate tasks inclusive of establishing the requisite analytical framework, coordinating the selection and use of models, vetting and validating findings, and quantifying results associated with alternatives. The Contractor will support these efforts with technical and analytical expertise to define and implement a suitable methodology for conducting the analysis, drafting the CBA Study Plan for approval by the Contracting Officer's Representative (COR), coordinating participation among stakeholders (e.g., MCCDC, Marine Corps Systems Command (MCSC), Operating Force (OPFORs), Service Point of Contacts (POS), and ensuring the quality of draft and final products emerging from the CBA. Key facets of performance include:

- Conducting a literature review of existing IDD documentation and related capabilities; and
- Selecting an appropriate analytical methodology for conducting the CBA, and facilitating the CBA effort.

4.2.2 Requirements Research and Analysis. To ensure Marine Corps requirements are adequately defined and support both Service and Joint operations, the Contractor will research, assess, and provide a recommended list of Marine Corps MWD and IED/CIED capability requirements, based upon the USMC doctrine, joint and Marine concepts (i.e., Joint Integrating Concepts, Joint Operating Concepts, MOC), Universal Joint Task List, (UJTL) Marine Corps Task List, (MCTL) and, as applicable, current draft and validated USMC, other Service, and joint requirements documentation related to MWD and IED/CIED.

4.2.3 Current IDD Capability Excesses, Gaps, and Shortfalls Analysis. The Contractor will research and provide a list of USMC, other Service, and Joint systems (i.e., currently fielded and programmed) that address capability requirements identified in paragraph 4.2.2. Based on the requirements research and analysis, the Contractor will assist the Government in determining Marine Corps IDD capability excesses, shortfalls, and gaps. The analysis must address the varying situations requiring a detection capability that provides Marines with indications and warnings in time to take rapid preemptive action.

It must also address the need for early recognition of explosives and standoff capabilities, as well as dogs conducting searches at a distance from the handler. The Contractor will coordinate with the COR to ensure information gained in the current IDD program is included in the CBA.

4.2.4 Analysis of Potential Classes of Materiel and Non-Materiel Solutions. Once capability requirements, shortfalls, and gaps are determined, the Contractor will assist the Government in

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determining potential classes of materiel and non-materiel solutions. This analysis includes a detailed DOTMLPF assessment of current and programmed capability to support IDD solutions, as well as related programs.

4.2.5 Develop and Staff the ICD. If the CBA determines there is a need for development of materiel solutions, the Contractor shall prepare an IDD ICD based on the findings of the IDD CBA, in accordance with Chairman Joint Chief of Staff Manual (CJCSM) 3170.01G and the Manual for the Operation of the JCIDS. The Contractor will provide staffing support for the ICD through the appropriate Marine Corps and Joint staffs. If a DOTMLPF Change Recommendation (DCR) is more appropriate for non-materiel or off-the-shelf materiel solutions that are recommended in the CBA, the DCR will be developed and staffed. If both an ICD and DCR are required, the DCR will be addressed in a separate effort.

## 5. Government Requirements

### 5.1 Location of Work

5.1.1 The Contractor will perform work at the Contractor site, and when required, at FPID, Bldg. 3300, MCCDC, Quantico, VA.

## 6. Government Furnished Equipment

6.1 When working at the Government's location, the Government will provide work space and equipment to include a desk, chair, computer and phone.

## 7. Deliverables/Reporting Requirements

### 7.1 Deliverables

7.1.1 The Contractor shall produce JCIDS documentation for each phase of the CBA process to include capability requirements analysis, capability gap analysis, and solutions analysis summary reports using Power Point™ format in draft.

7.1.2 The COR will review all deliverables for proper grammar, verbiage, and accuracy of content. The COR shall have 10 working days to review the deliverable. Once the deliverable has been reviewed the Contractor shall have 10 working days to finalize the document and submit it to the COR.

7.1.3 The Deliverables are as follows:

#	Deliverable	WBS	Due to Government	Format	GOVT
1	Draft Study Plan	4.2.1	1 Month After Contract Award	MS Word	Review
2	Draft capability requirements analysis summary report	4.2.2	3 Month After Contract Award	MS PowerPoint	Review
3	Draft capability gap analysis summary report	4.2.3	5 Months After Contract Award	MS PowerPoint	Approve

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4	Draft solutions analysis summary report	4.2.4	6 Month After Contract Award	MS PowerPoint	Approve
5	Draft IDD ICD	4.2.5	7 Months After Contract Award	MS Word	Approve
6	Staffing Support	4.2.5	8 Months After Contract Award	As Required	Review

## **8. Travel Estimate**

8.1 There is no travel required during the performance of this contract.

## **9. Period of Performance**

9.1 The period of performance shall be eight (8) months from date of award.

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## SECTION D PACKAGING AND MARKING

D-1. All Deliverables shall be packaged and marked IAW best commercial practices. All classified materials will be appropriately annotated in accordance with DoD 5200.1-PH. Unclassified materials shall comply with appropriate security guidance and industry best practices. At all times, all products delivered under this contract shall be subject to configuration tracking and oversight control in accordance with the Contractor's best commercial practices.



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**SECTION E INSPECTION AND ACCEPTANCE**

Supplies/services will be inspected/accepted at:

CLIN	INSPEC AT	INSPECT BY	ACCEPT AT	ACCEPT BY
5001	Destination	Government	Destination	Government
5001AA	Destination	Government	Destination	Government

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## SECTION F DELIVERABLES OR PERFORMANCE

### CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

5001AA

3/31/2011 - 11/30/2011

Services to be performed hereunder will be provided at the Contractor's site and (when required) at FPID, Building 3300, MCCDC, Quantico, VA.

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## SECTION G CONTRACT ADMINISTRATION DATA

**G-1.** The TOM will be determined at the time of award. The TOM is responsible for execution of the requirements set forth in the PWS for Contract Performance Review and acceptance/rejection of the Monthly Progress Report.

**The contractor is directed to use the 2-in-1 format when processing invoices and receiving reports.**

**When entering the invoice into WAWF-RA, the contractor shall fill in the following DoDAAC fields or DoDAAC extensions:**

The Contracting Office provides the following to assist the contractor with entering data in WAWF-RA, as follows:

Contract Number	N00178-10-D-5869
Delivery Order	MUT1
Cage Code/Ext	551W8
Pay DoDAAC	HQ0338
Issue Date	Refer to Block #31c on the SF 1155
Issue By DoDAAC	M00264
Admin By DoDAAC	DCMA
Ship To Code/Ext	M30700
Ship From Code/Ext	
LPO DoDAAC	"Leave Blank" (Instruct the contractor to leave blank unless Navy Pay Office. If so, insert correct LPO DoDAAC)
Acceptor Email Address	<a href="mailto:theresa.coward@usmc.mil">theresa.coward@usmc.mil</a>
Inspect By DoDAAC/Ext	"Leave Blank" (Instruct the contractor to leave blank unless inspected at Source-then the source inspection DoDAAC should be entered which is normally a DCMA DoDAAC)

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Before closing out of an invoice session in WAWF-RA, but after submitting the 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 acceptor's/receiver's email address (Note this address is their work email address not their WAWF-RA organizational email address) in the first email address block and add any other additional email addresses desired in the following blocks. This additional notification to the Government is important to ensure the acceptor/receiver is aware that the invoice documents have been submitted into the WAWF-RA system.

NOTE: The POCs identified above are for WAWF-RA issues only. Any other contracting questions/problems should be addressed to the Contracting Officer or other person identified in the contract to whom questions are to be addressed.

G-2. Contract Correspondence and Technical Inquiries.

G-2.1. All correspondence/inquiries shall reference the appropriate Contract Number, and shall be submitted to the following address:

Commanding General  
Regional Contracting Office, NCR (C 22)  
Attn: N00178-10-D-5869-MUTI  
Marine Corps Base  
2010 Henderson Road  
Quantico, VA 22134-5001  
Phone: 703-784-3467  
FAX: 703-784-3592

The USMC WAWF-RA POC for this task order is Ms. Anita Lowe, telephone (703) 432-0344.

Accounting Data  
SLINID PR Number Amount  
-----  
5001AA M3070011RC00041 [REDACTED]  
LLA :  
AA 17111061A1A 252 00264 067443 2D M30700 1RC00041RPLR  
Standard Number: M3070011RC00041

BASE Funding: [REDACTED]  
Cumulative Funding: [REDACTED]