

DELIVERY ORDER

DRAFT

1. CONTRACT NO. N00178-05-D-4623	2. DELIVERY ORDER NO. EG0204	3. EFFECTIVE DATE ORIG 10/01/2006 MOD 07/31/2008	4. PURCHASE REQUEST NO. N62645-08-MR-67980
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5. ISSUED BY Naval Medical Logistics Command COMMANDING OFFICER NAVAL MEDICAL LOGISTICS COMMAND 1681 Nelson Street Fort Detrick MD 21702-9203 jtharding@nmlc.med.navy.mil 301-619-0177	CODE N62645	6. ADMINISTERED BY DCMA MARYLAND 217 EAST REDWOOD STREET, SUITE 1800 BALTIMORE MD 21202-5299	CODE S2101A
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7. CONTRACTOR The MIL Corporation 4000 Mitchellville Road, Suite A210 Bowie MD 20716-3177	CODE OCA21	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
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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.
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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.

The MIL Corporation

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
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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: Gary P Topper 09/25/2007 CONTRACTING/ORDERING OFFICER	22. TOTAL [REDACTED]
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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		

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 2 of 2
----------------------------------	------------------------------	----------------

GENERAL INFORMATION

The purpose of this modification is to exercise the option and change the period of performance on CLIN 2000CA from 28 Sept 2008 thru 27 Sept 2009 to 28 Sept 2008 thru 27 Oct 2008. In addition, CLIN 2000DA is changed to a period of performance of 28 Oct 2008 thru 27 Nov 2008. ODC's are updated. No other changes made. 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 [REDACTED] from [REDACTED] to [REDACTED].

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	Qty	Unit	Unit Price	Total Price
2000				[REDACTED]
2000AA	[REDACTED]	LH	[REDACTED]	[REDACTED]
		Base year FY07 (TBD)		
2000BA	[REDACTED]	LH	[REDACTED]	[REDACTED]
		Option Year FY08 (TBD)		
2000CA	[REDACTED]	LH	[REDACTED]	[REDACTED]
		9-28-08 to 10-27-08 (TBD)		
2000DA	[REDACTED]	LH	[REDACTED]	[REDACTED]
		10-28-08 to 11-27-08 (TBD) Option		

For ODC Items:

Item	Qty	Unit	Est. Cost
3000	1.0	Lot	[REDACTED]
		ODC/TRAVEL (O&MN,N)	
3001	1.0	Lot	[REDACTED]
		OCD/Travel (O&MN,N)	
3002	1.0	Lot	[REDACTED]
		ODC/Travel (O&MN,N)	

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 2 of 14
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SECTION C DESCRIPTIONS AND SPECIFICATIONS

STATEMENT OF WORK

FACILITY MANAGEMENT FUNCTIONAL SPECIALIST

BUREAU OF MEDICINE & SURGERY

Contract Type:

Fixed price – Level of Effort (Hours)

(Base + 3 Option Years)

1.0 Background

As a result of the Functional Process Improvement Review of 1994, the Defense Medical Standard Support (DMLSS) was developed to support medical logistics management practices throughout the Military Healthcare System (MHS). DMLSS-Facility Management (DMLSS-FM) is a component of this system that provides Automated Information System (AIS) support for managing facility and plant assets throughout Navy Medicine with:

- Work Request/Work Order management
- Operations & maintenance management
- Project management
- Regulatory Compliance (RC)
- Computer aided drafting & design (CADD) functionality, and
- Various integrated Commercial off the shelf (COTS) products

Interoperability (IO) between DMLSS-FM and the NAVFAC FM AIS MAXIMO began deployment to Navy approved DMLSS sites in early FY-02, providing enhanced facilities management practices throughout Navy Medicine by aligning efforts and communication between Medical Treatment Facilities (MTF) and support engineers.

DMLSS-FM is presently deployed to approximately 30 MTFs, managing approximately 10 million square feet of Navy Medicine's nearly 20 million square feet of total assets. As DMLSS-FM is established as the mandatory standard management AIS for these sites, the need to provide congruent support and oversight of improvements for this functionality will be critical. In support of this, the Facility Management Functional Specialist will be responsible for oversight of deployment, training, sustainment and reporting aspects of the DMLSS FM system.

2.0 Description of Work Required

The contractor shall provide technical support to the Navy Medical Department during the incremental development and proliferation of the Defense Medical Logistics Standard Support- Automated Information System (DMLSS-AIS). The contractor will ensure that Navy interests are protected, Navy requirements are

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 3 of 14
----------------------------------	------------------------------	-----------------

satisfied, and no required functionality is lost during development of each of the DMLSS modules. The contractor shall ensure those issues requiring policy, or otherwise high level decisions, are presented to the Bureau of Medicine and Surgery- Facilities (MED-33), and Naval Medical Information Management Center for resolution. The contractor is expected to perform the work in general at spaces provided at BUMED, 2300 E Street NW, Washington DC, or at the appropriate Navy MTF, government office.

3.0 Technical Requirements (Tasks):

Task 1. The contractor shall represent BUMED as the designated member of the DMLSS facility team in developing and testing functional requirements for subsequent DMLSS maintenance releases and interoperability with other AIS programs such as the NAVFAC-PWC Maximo application and the Facility Condition Assessment as required. The contractor must have in-depth knowledge of all DMLSS Releases and application development guidance, documentation, requirements and specifications. The contractor as necessary will be required to test application functionality as maintenance releases and program upgrades occur. The contractor will function as the BUMED technical expert for DMLSS FM.

Task 2. The contractor shall participate in and conduct acceptance tests verifying performance within the testing laboratory and at the designated Test sites, identify and make systemic recommendations of system deficiencies and secure a formal system acceptance. Discovered defects must be categorized, recorded and tracked until they are resolved.

Task 3. The contractor shall provide system integration and training services that includes preparation of user organization procedures necessary to implement and operate the appropriate DMLSS Release and to ensure that it is ready for user acceptance at the designated deployment sites. The contractor shall ensure the facility management maintenance release is activated and operating in accordance with the functional and performance requirements identified in system design description documents.

Task 4. The contractor shall provide the services for developing updating and maintaining new and existing databases within the MTF's to support DMLSS FM AIS. The database entry and updating must be consistent with the DMLSS database structure. The data information must be consistent and presented to the government for approval prior to the final submittal.

Task 5. The contractor shall provide deployment and training oversight support for implementation and sustainment of the DMLSS-FM application. This work shall include support for all applicable DMLSS Releases for testing, training, deployment, functional review, and system change request for future development consideration, ensuring DMLSS-FM can operate as expected in the target environment and that it satisfies all functional and performance requirements. Therefore the contractor must be proficient in the functional knowledge and use of the DMLSS system and the integrated programs (i.e. Business Objects, Crystal Reports).

4.0 Government Furnished Materiel and Information

- a. Point of contact within Bureau of Medicine and Surgery.
- b. Access to relevant Facility Management documents.
- c. Access to appropriate personnel for data collection.
- d. Office space, furniture, and administrative supplies.
- e. Docked computer system and periphery office equipment.
- f. Telephone with long distance and DSN capabilities, and
- g. Access to appropriate logistics legacy systems and manuals.

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 4 of 14
----------------------------------	------------------------------	-----------------

5.0 Required Deliverables

Commencing 01 October 2006 to 27 September 2007 and each subsequent year through 28 September 2010, the contractor shall:

- A. Provide electronic copy results of functional development documents and associated reports. This deliverable will include potential issues which may impact on future Navy Medical Department functionality.
- B. Provide testing of the requirement specification and develop deployment strategy for maintenance releases of DMLSS-FM as appropriate.
- C. Provide testing comments to the technical developers on all items that are non-compliant with the requirements specification and deployment strategies prior to commencing full deployment.
- D. Provide recommendations for the DMLSS-FM Implementation Plan that supports activation of the DMLSS-FM/Maximo IO and other system enhancements following Operational, Test and Evaluation (OT&E) approval for full deployment. The schedule for development, testing and deployment will be as per the guidance from the Joint Medical Logistics Functional Development Center (JMLFDC) Program Release Manager.
- E. Provide implementation and sustainment oversight & training to DMLSS-FM trainers, Facility Managers and other key personnel as necessary for implementing functionality of the DMLSS FM system. Track the training by site and number of persons being trained and include this information in monthly reports as appropriate.
- F. Provide written monthly status reports (Due NLT the 5th of each subsequent month) to the designated Naval Medical Logistics Command and Bureau of Medicine and Surgery points of contact to include:
 - (1) Contractor accomplishments for the reporting period;
 - (2) Status of DMLSS development and activation;
 - (3) Problems experienced during reporting period;
 - (4) Recommended resolutions to problems identified; and
 - (5) Approach to accomplishing next milestone.
 - (6) A statement of burn rate (see table 1)

Table 1

Description Employee Awarded Contract Hours Hours used this month Rate Monthly Cost Hours Cumulative to Date Cost Cumulative to Date

Labor Name hrs hrs \$ \$ Hrs \$

- G. Provide a written Final Report (Due on or before 27 September of each contract year) summarizing accomplishments and support during the entire contract period. The final report will be delivered in hard copy to the COR and Contracting Officer, Bureau of Medicine and Surgery.

6.0 Delivery Address

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 5 of 14
----------------------------------	------------------------------	-----------------

Bureau of Medicine and Surgery

2300 E Street NW

Washington DC 20372-5300

Titania.cross@med.navy.mil

6.1 Delivery Method

BUMED will accept delivery of documentation, in both hardcopy and electronic media. Hard media will be delivered to the address specified in paragraph 4.6.1 Delivery Address, above. The Contractor will minimize delivery costs, utilizing Internet delivery for electronic media to the maximum extent possible and utilize commercial overnight delivery only when absolutely necessary to fulfill a time critical requirement. Electronic media may be delivered (hand-carried or US Mail) on either 3 ½-inch floppy disk or CD-ROM to the same address or via the Internet to the electronic mail address. Acceptable electronic media include MS-Word version 6x or later; MS EXCEL version 5x or later; MS PowerPoint version 4x or later; MS Project version 4x or later. The Contractor shall provide the deliverables in each of the following categories in formats as appropriate: 1) web-enabled: html/htm, .rtf, .pdf, etc. 2) generic: .txt, .doc, .ppt, .mpp, and/or .pdf and 3) print version in .pdf or .mpp.

7.0 Quality Assurance Plan

7.1. Objective:

This plan shall provide a basis for the COR to evaluate the quality of the Contractor's performance. The oversight of the contract and this plan will ensure that service levels are maintained at or above the required levels throughout the contract term. Further, this plan provides the COR with a proactive way to avoid unacceptable or deficient performance, and provides verifiable input for the required annual post performance evaluations.

7.2. Evaluation Methods:

The COR will conduct performance evaluations based on Section 7.4 below and the required performance levels set forth in the contract. Performance evaluation criteria and standards are outlined in the Quality Assurance Plan submitted by the contractor after contract award.

7.3 COR Duties for Quality Assurance (QA)

The COR is the person responsible for the overall project. The COR will be responsible for scheduling and coordinating task order matters. This includes ensuring that Government supplied items specified in this task order are available when needed, and for apprising BUMED leadership of problems with the Contractor that may affect either delivery schedules or costs. All tasks performed by the Contractor shall be coordinated with the COR.

7.4 Performance Standards:

Quality Level: By monitoring the Contractor, the COR will determine whether the performance levels set forth in the contract have been attained. Quality levels for all tasks shall be specified.

Frequency: During performance of this contract, the COR will be provided monthly measurements as specified in Table 1.

Management Responsiveness: The COR will determine whether the Contractor has managed the contract effectively and efficiently, with successful and timely response to refinement and integration of plans, best

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 6 of 14
----------------------------------	------------------------------	-----------------

business practices, capabilities, requirements, reports, briefings, and request for assistance, etc., as specified in the quality standards set forth in the SOW. The COR will confirm whether the contractor has satisfactorily met all reporting requirements, including subcontracting reports, when applicable.

Table 2

Performance Standard Summary

Ref ID Requirement (desired outcome) Performance Objective (required Service) Performance Standard (PS) Acceptable Quality Level (AQL) Monitoring Method

5.0 Deliverables All deliverables in response to the SOW shall be accurate and timely. Timeliness>95% Quality>95% Timeliness: on or ahead of schedule at least 95% of the time.

Quality: acceptable to the COR at least 95% of the time. Government Review and Approval of Deliverables identified in the SOW.

8.0 Place of Performance

Contractor services shall be provided to BUMED, 2300 E Street NW, Washington DC 20372-5300. The Government requires contractor staff to be on site for an 8 ½ workday (which includes ½ hour for lunch). Workday will be between the hours of 0630 to 1800, Monday through Friday. Schedule to be agreed upon by COR at BUMED. No holidays, weekends, or overtime may be worked unless the contractor receives prior approval from the COR. However, work outside of normal business hours may be required in order to accomplish some of the objectives required by the position. Overtime is defined as working more than forty hours in a single week. In the event of a Government closure (snow day, federal emergencies, etc), the contractor is expected to report to an alternate work site. The contractor shall remain at least one hour past all command specific closures. At the end of this hour, the contractors shall report to their alternate work site. Contractor shall be paid if the closure is outside the contractor's control and the contractor has reported to their alternate work site. the contractor must wear government identification badges when at BUMED.

The contractor shall establish a timekeeping method as required and approved by the COR to properly document time in and time out of all contractor personnel.

8.1 Period of Performance (Base)

01 October 2006 – 27 September 2007 (plus 3 One Year Options)

9.0 Invoicing and Payment

The contractor is authorized to submit monthly invoices, in arrears, for labor performed.

Local and long distance travel is authorized as an Other Direct Cost under this Task Order.

The contractor will use Wide Area Work Flow (WAWF) as the vehicle for submitting invoice payments.

The billable hours will be limited to 40 hour work week unless written permission to exceed is provided by the government.

10.0 Labor Support Requirement

Project Management Services 2,080 HR or 1 Full Time Equivalent

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 7 of 14
----------------------------------	------------------------------	-----------------

SECTION D PACKAGING AND MARKING

Packaging in accordance with Section D of the NAVSEA SeaPort Multiple Award Indefinite Delivery Indefinite Quantity Contract (MAC).

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 8 of 14
----------------------------------	------------------------------	-----------------

SECTION E INSPECTION AND ACCEPTANCE

Inspection and acceptance in accordance with Section E of the NAVSEA SeaPort Multiple Award Indefinite Delivery Indefinite Quantity Contract (MAC).

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 9 of 14
----------------------------------	------------------------------	-----------------

SECTION F DELIVERABLES OR PERFORMANCE

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following firm items are from date of task order award through 12 months thereafter, estimated at:

2000AA	10/1/2006 - 9/27/2007
2000BA	9/28/2007 - 9/27/2008
2000CA	9/28/2008 - 10/27/2008
3000	10/1/2006 - 9/27/2007
3001	9/28/2007 - 9/27/2008
3002	9/28/2008 - 10/27/2008

The period of performance for the following option items are from date of option exercise through 12 months thereafter, estimated at:

2000DA	10/28/2008 - 11/27/2008
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CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 10 of 14
----------------------------------	------------------------------	------------------

SECTION G CONTRACT ADMINISTRATION DATA

Task Order Manager is changed from Stan Wade, NMLC, to Sharon Hines, BUMED.

Task Order Manager

Sharon Hines

2300 E Street NW

Washington, DC 20372-5300

sharon.hines@med.navy.mil

Accounting Data

SLINID	PR Number	Amount
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MOD 1

2000AA N6264506NR55738 [REDACTED]

LLA :

AA 9770130 188D 000 62645 0 068688 2D CAP005 626457L1033Q

Standard Number: N6264507RCAP005

MOD 2

3000 N6264507RCAP005 [REDACTED]

LLA :

AA 9770130 188D 000 62645 0 068688 2D CAP005 626457L1033Q

Standard Number: N6264507RCAP005

MOD 3

2000BA N6264507RCAP036 [REDACTED]

LLA :

AA 9770130 188D 000 62645 0 068688 2D CAP036 626457L1033Q

3001 N6264507RCAP036 [REDACTED]

LLA :

AA 9770130 188D 000 62645 0 068688 2D CAP036 626457L1033Q

MOD 4

2000CA N6264508RCAP013 [REDACTED]

LLA :

AA 9780130 188D 000 62645 0 068688 2D CAP013 6264581H303Q

Standard Number: N6264508RCAP013

3002 N6264508RCAP013 [REDACTED]

LLA :

AA 9780130 188D 000 62645 0 068688 2D CAP013 6264581H303Q

Standard Number: N6264508RCAP013

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 11 of 14
----------------------------------	------------------------------	------------------

SECTION H SPECIAL CONTRACT REQUIREMENTS

Special Contract Requirements in accordance with Section H of the NAVSEA SeaPort Multiple Award Indefinite Delivery Indefinite Quantity Contract (MAC).

See Section C Statement of Work for Special Instructions

HIPPA Requirments - applies to prime and subcontractors who may have access to protected health information. See attached.

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 12 of 14
----------------------------------	------------------------------	------------------

SECTION I CONTRACT CLAUSES

All applicable clauses contained in NAVSEA multiple award contract are hereby incorporated into this contract.

52.232-18 -- Availability of Funds. As prescribed in 32.705-1(a), Availability of Funds (Apr 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

52.217-9 -- Option to Extend the Term of the Contract.

As prescribed in 17.208(g), insert a clause substantially the same as the following:

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 the period specified in the Delivery Information; provided, that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 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 4 years.

(End of Clause)

252.232-7003 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS (MAY 2006)

(a) Definitions. As used in this clause--

(1) Contract financing payment and invoice payment have the meanings given in section 32.001 of the Federal Acquisition Regulation.

(2) Electronic form means any automated system that transmits information electronically from the initiating system to all affected systems. Facsimile, e-mail, and scanned documents are not acceptable electronic forms for submission of payment requests. However, scanned documents are acceptable when they are part of a submission of a payment request made using one of the electronic forms provided for in paragraph (b) of this clause.

(3) Payment request means any request for contract financing payment or invoice payment submitted by the Contractor under this contract.

(b) Except as provided in paragraph (c) of this clause, the Contractor shall submit payment requests using one of the following electronic forms:

(1) Wide Area WorkFlow-Receipt and Acceptance (WAWF-RA). Information regarding WAWF-RA is available on the Internet at <https://wawf.eb.mil>.

(2) Web Invoicing System (WInS). Information regarding WInS is available on the Internet at <https://ecweb.dfas.mil>.

(3) American National Standards Institute (ANSI) X.12 electronic data interchange (EDI) formats.

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 13 of 14
----------------------------------	------------------------------	------------------

(i) Information regarding EDI formats is available on the Internet at <http://www.X12.org>.

(ii) EDI implementation guides are available on the Internet at <http://www.dod.mil/dfas/>.

(4) Another electronic form authorized by the Contracting Officer.

(c) If the Contractor is unable to submit a payment request in electronic form, or DoD is unable to receive a payment request in electronic form, the Contractor shall submit the payment request using a method mutually agreed to by the Contractor, the Contracting Officer, the contract administration office, and the payment office.

(d) In addition to the requirements of this clause, the Contractor shall meet the requirements of the appropriate payment clauses in this contract when submitting payments requests.

(End of clause)

Tricare Management Activity (TMA) HIPPA clause - See Attachment section J

CONTRACT NO. N00178-05-D-4623	DELIVERY ORDER NO. EG0204	PAGE 14 of 14
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SECTION J LIST OF ATTACHMENTS

HIPPA Requirement