

ORDER FOR SUPPLIES OR SERVICES						PAGE 1 OF 23	
1. CONTRACT/PURCH ORDER/ AGREEMENT NO W9133L-07-A-0001-P00003		2. DELIVERY ORDER/ CALL NO		3. DATE OF ORDER/CALL 2007 Sep 21		4. REQ / PURCH REQUEST NO	5. PRIORITY
6. ISSUED BY NGB-ZC-AQ - W9133L 111 SOUTH GEORGE MASON DR BLDG. 2, 4TH FLOOR ARLINGTON VA 22204-1373		CODE W9133L	7. ADMINISTERED BY SEE ITEM 6			CODE	8. DELIVERY FOB <input type="checkbox"/> DEST <input checked="" type="checkbox"/> OTHER (See Schedule if other)
9. CONTRACTOR BENCHMARK INTERNATIONAL, INC BOB NEALSON 1421 JEFFERSON DAVIS HWY STE 50 ARLINGTON VA 22202-3251		CODE 1SNH0	FACILITY	10. DELIVER TO FOB POINT BY (Date) SEE SCHEDULE		11. MARK IF BUSINESS IS <input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED	12. DISCOUNT TERMS 15 Days - 1%
14. SHIP TO SEE SCHEDULE		CODE	15. PAYMENT WILL BE MADE BY DFAS-INDY VP GFEB HQ0490 8899 E 56TH STREET INDIANAPOLIS IN 46249-3800	CODE HQ0490	13. MAIL INVOICES TO THE ADDRESS IN BLOCK Use WAWF		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.
16. TYPE OF ORDER	DELIVERY/ CALL	This delivery order/call is issued on another Govt agency or in accordance with and subject to terms and conditions of above numbered contract					
	PURCHASE	Reference your quote dated Furnish the following on terms specified herein REF:					
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.							
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							
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 TEL: 703 607-1127 EMAIL: (b) (6) BY: (b) (6)		(b) (6)		25. TOTAL	29. DIFFERENCES
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED DATE SIGNATURE OF AUTHORIZED GOVT. REP.				27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS	
36. I certify this account is correct and proper for payment. DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER				<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR	
				<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	31. PAYMENT	34. CHECK NUMBER	35. BILL OF LADING NO.
37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED Record Posted to NGB Reading Room 13 June 14	40. TOTAL	41. S/R ACCOUNT NO. FOIA Requested Record #J-12-0064 Released by Air National Guard	42. S/R VOUCHER NO.		

Section B - Supplies or Services and Prices

PRICING SCHEDULE

Labor Category or Equivalent	BMI Labor Category	Estimated Annual Hours
Senior Capabilities Development Manager IIIA	Subject Matter Expert V	1920
Capabilities Development Expert	Program Manager II	1920
Senior Joint Experimentation Program Manager IIIA	Subject Matter Expert IV	1920
Modeling and Simulations Coordinator	Subject Matter Expert V	1920
Joint Experimentation Planner	Senior Manager II	1920
Senior Strategic Planning Manager IIIA	Senior Manager II	1920
Strategic Planner	Subject Matter Expert IV	3840
Senior Operations Research Manager IIIA	Program Manager II	1920
Operations Research Analyst	Subject Matter Expert IV	5760
Program Manager II	Subject Matter Expert IV	5760
Strategy and Policy Senior Analyst (Level V)	Program Manager III	1920
Plans and Programs Senior Analyst (Level V)	Subject Matter Expert IV	1920
Project Analyst (Level III)	Associate Analyst	1920
Executive Administrative Assistant	Analyst I	1920
Total Costs		

Base Year							
On-Site Secret Rate	On-Site Secret Cost	On-Site TS-SCI Rate	On-Site TS-SCI Cost	Off-Site Secret Rate	Off-Site Secret Cost	Off-Site TS-SCI Rate	Off-Site TS-SCI Cost
\$119.36	\$229,174.47	\$119.36	\$229,174.47	\$125.33	\$240,633.19	\$125.33	\$240,633.19
\$109.71	\$210,638.30	\$109.71	\$210,638.30	\$115.19	\$221,170.21	\$115.19	\$221,170.21
\$105.32	\$202,212.77	\$105.32	\$202,212.77	\$110.59	\$212,323.40	\$110.59	\$212,323.40
\$118.48	\$227,489.36	\$118.48	\$227,489.36	\$124.41	\$238,863.83	\$124.41	\$238,863.83
\$127.26	\$244,340.43	\$127.26	\$244,340.43	\$133.62	\$256,557.45	\$133.62	\$256,557.45
\$131.65	\$252,765.96	\$131.65	\$252,765.96	\$138.23	\$265,404.26	\$138.23	\$265,404.26
\$96.54	\$370,723.40	\$96.54	\$370,723.40	\$101.37	\$389,259.57	\$101.37	\$389,259.57
\$109.71	\$210,638.30	\$109.71	\$210,638.30	\$115.19	\$221,170.21	\$115.19	\$221,170.21
\$100.93	\$581,361.70	\$100.93	\$581,361.70	\$105.98	\$610,429.79	\$105.98	\$610,429.79
\$105.32	\$606,638.30	\$105.32	\$606,638.30	\$110.59	\$636,970.21	\$110.59	\$636,970.21
\$116.73	\$224,119.15	\$116.73	\$224,119.15	\$122.57	\$235,325.11	\$122.57	\$235,325.11
\$105.32	\$202,212.77	\$105.32	\$202,212.77	\$110.59	\$212,323.40	\$110.59	\$212,323.40
\$43.88	\$84,255.32	\$43.88	\$84,255.32	\$46.08	\$88,468.09	\$46.08	\$88,468.09
\$61.44	\$117,957.45						
	\$3,764,527.66		\$3,646,570.21		\$3,828,898.72		\$3,828,898.72

Acquisition Sensitive – see FAR 3.104

Option Year One							
On-Site Secret Rate	On-Site Secret Cost	On-Site TS-SCI Rate	On-Site TS-SCI Cost	Off-Site Secret Rate	Off-Site Secret Cost	Off-Site TS-SCI Rate	Off-Site TS-SCI Cost
\$122.35	\$234,903.83	\$122.35	\$234,903.83	\$128.46	\$246,649.02	\$128.46	\$246,649.02
\$112.45	\$215,904.26	\$112.45	\$215,904.26	\$118.07	\$226,699.47	\$118.07	\$226,699.47
\$107.95	\$207,268.09	\$107.95	\$207,268.09	\$113.35	\$217,631.49	\$113.35	\$217,631.49
\$121.45	\$233,176.60	\$121.45	\$233,176.60	\$127.52	\$244,835.43	\$127.52	\$244,835.43
\$130.44	\$250,448.94	\$130.44	\$250,448.94	\$136.96	\$262,971.38	\$136.96	\$262,971.38
\$134.94	\$259,085.11	\$134.94	\$259,085.11	\$141.69	\$272,039.36	\$141.69	\$272,039.36
\$98.96	\$379,991.49	\$98.96	\$379,991.49	\$103.90	\$398,991.06	\$103.90	\$398,991.06
\$112.45	\$215,904.26	\$112.45	\$215,904.26	\$118.07	\$226,699.47	\$118.07	\$226,699.47
\$103.45	\$595,895.74	\$103.45	\$595,895.74	\$108.63	\$625,690.53	\$108.63	\$625,690.53
\$107.95	\$621,804.26	\$107.95	\$621,804.26	\$113.35	\$652,894.47	\$113.35	\$652,894.47
\$119.65	\$229,722.13	\$119.65	\$229,722.13	\$125.63	\$241,208.23	\$125.63	\$241,208.23
\$107.95	\$207,268.09	\$107.95	\$207,268.09	\$113.35	\$217,631.49	\$113.35	\$217,631.49
\$44.98	\$86,361.70	\$44.98	\$86,361.70	\$47.23	\$90,679.79	\$47.23	\$90,679.79
\$62.97	\$120,906.38						
	\$3,858,640.85		\$3,737,734.47		\$3,924,621.19		\$3,924,621.19

Option Year Two							
On-Site Secret Rate	On-Site Secret Cost	On-Site TS-SCI Rate	On-Site TS-SCI Cost	Off-Site Secret Rate	Off-Site Secret Cost	Off-Site TS-SCI Rate	Off-Site TS-SCI Cost
\$125.40	\$240,776.43	\$125.40	\$240,776.43	\$131.67	\$252,815.25	\$131.67	\$252,815.25
\$115.26	\$221,301.86	\$115.26	\$221,301.86	\$121.02	\$232,366.95	\$121.02	\$232,366.95
\$110.65	\$212,449.79	\$110.65	\$212,449.79	\$116.18	\$223,072.28	\$116.18	\$223,072.28
\$124.48	\$239,006.01	\$124.48	\$239,006.01	\$130.71	\$250,956.31	\$130.71	\$250,956.31
\$133.70	\$256,710.16	\$133.70	\$256,710.16	\$140.39	\$269,545.67	\$140.39	\$269,545.67
\$138.31	\$265,562.23	\$138.31	\$265,562.23	\$145.23	\$278,840.35	\$145.23	\$278,840.35
\$101.43	\$389,491.28	\$101.43	\$389,491.28	\$106.50	\$408,965.84	\$106.50	\$408,965.84
\$115.26	\$221,301.86	\$115.26	\$221,301.86	\$121.02	\$232,366.95	\$121.02	\$232,366.95
\$106.04	\$610,793.14	\$106.04	\$610,793.14	\$111.34	\$641,332.80	\$111.34	\$641,332.80
\$110.65	\$637,349.36	\$110.65	\$637,349.36	\$116.18	\$669,216.83	\$116.18	\$669,216.83
\$122.64	\$235,465.18	\$122.64	\$235,465.18	\$128.77	\$247,238.44	\$128.77	\$247,238.44
\$110.65	\$212,449.79	\$110.65	\$212,449.79	\$116.18	\$223,072.28	\$116.18	\$223,072.28
\$46.10	\$88,520.74	\$46.10	\$88,520.74	\$48.41	\$92,946.78	\$48.41	\$92,946.78
\$64.55	\$123,929.04						
	\$3,955,106.87		\$3,831,177.83		\$4,022,736.72		\$4,022,736.72

Acquisition Sensitive – see FAR 3.104

Option Year Three							
On-Site Secret Rate	On-Site Secret Cost	On-Site TS-SCI Rate	On-Site TS-SCI Cost	Off-Site Secret Rate	Off-Site Secret Cost	Off-Site TS-SCI Rate	Off-Site TS-SCI Cost
\$128.54	\$246,795.84	\$128.54	\$246,795.84	\$134.97	\$259,135.63	\$134.97	\$259,135.63
\$118.14	\$226,834.41	\$118.14	\$226,834.41	\$124.05	\$238,176.13	\$124.05	\$238,176.13
\$113.42	\$217,761.03	\$113.42	\$217,761.03	\$119.09	\$228,649.08	\$119.09	\$228,649.08
\$127.59	\$244,981.16	\$127.59	\$244,981.16	\$133.97	\$257,230.22	\$133.97	\$257,230.22
\$137.05	\$263,127.91	\$137.05	\$263,127.91	\$143.90	\$276,284.31	\$143.90	\$276,284.31
\$141.77	\$272,201.29	\$141.77	\$272,201.29	\$148.86	\$285,811.35	\$148.86	\$285,811.35
\$103.97	\$399,228.56	\$103.97	\$399,228.56	\$109.16	\$419,189.99	\$109.16	\$419,189.99
\$118.14	\$226,834.41	\$118.14	\$226,834.41	\$124.05	\$238,176.13	\$124.05	\$238,176.13
\$108.69	\$626,062.97	\$108.69	\$626,062.97	\$114.13	\$657,366.12	\$114.13	\$657,366.12
\$113.42	\$653,283.10	\$113.42	\$653,283.10	\$119.09	\$685,947.25	\$119.09	\$685,947.25
\$125.70	\$241,351.81	\$125.70	\$241,351.81	\$131.99	\$253,419.40	\$131.99	\$253,419.40
\$113.42	\$217,761.03	\$113.42	\$217,761.03	\$119.09	\$228,649.08	\$119.09	\$228,649.08
\$47.26	\$90,733.76	\$47.26	\$90,733.76	\$49.62	\$95,270.45	\$49.62	\$95,270.45
\$66.16	\$127,027.27						
	\$4,053,984.54		\$3,926,957.28		\$4,123,305.14		\$4,123,305.14

Option Year Four							
On-Site Secret Rate	On-Site Secret Cost	On-Site TS-SCI Rate	On-Site TS-SCI Cost	Off-Site Secret Rate	Off-Site Secret Cost	Off-Site TS-SCI Rate	Off-Site TS-SCI Cost
\$131.75	\$252,965.73	\$131.75	\$252,965.73	\$138.34	\$265,614.02	\$138.34	\$265,614.02
\$121.10	\$232,505.27	\$121.10	\$232,505.27	\$127.15	\$244,130.53	\$127.15	\$244,130.53
\$116.25	\$223,205.06	\$116.25	\$223,205.06	\$122.07	\$234,365.31	\$122.07	\$234,365.31
\$130.78	\$251,105.69	\$130.78	\$251,105.69	\$137.32	\$263,660.97	\$137.32	\$263,660.97
\$140.47	\$269,706.11	\$140.47	\$269,706.11	\$147.50	\$283,191.42	\$147.50	\$283,191.42
\$145.32	\$279,006.32	\$145.32	\$279,006.32	\$152.58	\$292,956.64	\$152.58	\$292,956.64
\$106.56	\$409,209.27	\$106.56	\$409,209.27	\$111.89	\$429,669.74	\$111.89	\$429,669.74
\$121.10	\$232,505.27	\$121.10	\$232,505.27	\$127.15	\$244,130.53	\$127.15	\$244,130.53
\$111.41	\$641,714.54	\$111.41	\$641,714.54	\$116.98	\$673,800.27	\$116.98	\$673,800.27
\$116.25	\$669,615.17	\$116.25	\$669,615.17	\$122.07	\$703,095.93	\$122.07	\$703,095.93
\$128.85	\$247,385.61	\$128.85	\$247,385.61	\$135.29	\$259,754.89	\$135.29	\$259,754.89
\$116.25	\$223,205.06	\$116.25	\$223,205.06	\$122.07	\$234,365.31	\$122.07	\$234,365.31
\$48.44	\$93,002.11	\$48.44	\$93,002.11	\$50.86	\$97,652.21	\$50.86	\$97,652.21
\$67.81	\$130,202.95						
	\$4,155,334.16		\$4,025,131.21		\$4,226,387.77		\$4,226,387.77

Acquisition Sensitive – see FAR 3.104

Total Proposal Cost			
On-Site Secret Cost	On-Site TS-SCI Cost	Off-Site Secret Cost	Off-Site TS-SCI Cost
\$1,229,453.88	\$1,204,616.29	\$1,264,847.11	\$1,264,847.11
\$1,130,012.76	\$1,107,184.09	\$1,162,543.30	\$1,162,543.30
\$1,084,812.25	\$1,062,896.73	\$1,116,041.56	\$1,116,041.56
\$1,220,413.78	\$1,195,758.82	\$1,255,546.76	\$1,255,546.76
\$1,310,814.80	\$1,284,333.55	\$1,348,550.22	\$1,348,550.22
\$1,356,015.31	\$1,328,620.91	\$1,395,051.96	\$1,395,051.96
\$1,988,822.46	\$1,948,644.00	\$2,046,076.20	\$2,046,076.20
\$1,130,012.76	\$1,107,184.09	\$1,162,543.30	\$1,162,543.30
\$3,118,835.22	\$3,055,828.09	\$3,208,619.50	\$3,208,619.50
\$3,254,436.75	\$3,188,690.18	\$3,348,124.69	\$3,348,124.69
\$1,202,333.58	\$1,178,043.87	\$1,236,946.07	\$1,236,946.07
\$1,084,812.25	\$1,062,896.73	\$1,116,041.56	\$1,116,041.56
\$452,005.10	\$442,873.64	\$465,017.32	\$465,017.32
\$496,094.05			
\$20,058,874.98	\$19,167,570.99	\$20,125,949.54	\$20,125,949.54

BPA Master Dollar Limit: \$25,000,000.00

BPA Call Limit: \$3,500,000.00

Period of Performance: 21-Sep-2007 to 20-Sep-2012

FSC Codes:

R499

Acquisition Sensitive – see FAR 3.104

Section C - Descriptions and Specifications

OUTLINED AS FOLLOWS:

**BLANKET PURCHASE AGREEMENT
BETWEEN
NATIONAL GUARD BUREAU – CONTRACTING DIVISION
AND
BENCHMARK INTERNATIONAL, INC**

DESCRIPTION OF AGREEMENT: Pursuant to FAR 13.303, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) with the National Guard Bureau, 1411 Jefferson Davis Highway, Arlington, VA 22202-3132.

1. The contractor shall provide all services and personnel as described under the GSA Contract Number GS-10F-0267M at the rates as established in the aforementioned contract. All clauses and terms of the GSA contract are applicable to this Blanket Purchase Agreement.
2. This agreement does not obligate any funds. All calls will be funded individually.
3. Period of performance will be for one Base Year with four option years.
4. The United States Government is obligated only to the extent that calls/Task Orders are actually made by authorized personnel designated in paragraph 7 below.
5. The Blanket Purchase Agreement will be reviewed on an annual basis. It shall remain in effect until termination by either party or the end of the fourth option year, whichever comes first.
7. Only Warranted Contracting Officers within the National Guard Bureau are authorized to place calls or issue task orders against this Blanket Purchase Agreement.
8. The proposal dated September 4, 2007 submitted by BMI is incorporated into and made part of this Master BPA.

Note: Contractor is hereby notified that invoices must be submitted through Wide Area Work Flow (WAWF). The contractor must use the 2 in 1 invoice format and the Acceptance and Inspection DODAAC of "F9WFJS" must be used for both when entering your information in WAWF.

W9133L-07-A-0001

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

252.232-7003 Electronic Submission of Payment Requests

MAR 2007

Acquisition Sensitive – see FAR 3.104

Section J - List of Documents, Exhibits and Other Attachments

SOW

STATEMENT OF WORK
FOR
JOINT CAPABILITIES, PLANNING AND PROGRAMMING DIVISION SUPPORT
NGB-J8
16 AUGUST 2007

Acquisition Sensitive – see FAR 3.104

1.0 SCOPE

Under this Blanket Purchase Agreement (BPA), the contractor shall independently provide support services to satisfy the overall operational objectives of National Guard Bureau (NGB)-J8, or for National Guard Offices located at Combatant Commands (COCOMs) where their Area of Responsibility (AOR) includes one or more of the 54 states and territories with National Guard forces. It also includes COCOMs that are functional commands where the National Guard Bureau Joint Staff has a need to establish a J8 liaison function, such as USJFCOM. The primary objective is to provide contractor services and deliverables through consultation services to NGB-J8, or the applicable COCOM National Guard Office, concerning National Guard (NG) joint capabilities development for Homeland Defense (HD) and Civil Support (CS), Joint Chiefs of Staff (JCS) Joint Capability Integration and Development System (JCIDS) process, Planning, Programming, Budget and Execution (PPBE), NGB Corporate Process, NGB Joint Program Management, Department of Defense (DoD) strategic planning processes, and NG Joint Experimentation. The contractor provides coordination and analysis requirements to support the integration of NGB issues and capabilities in COCOM resource planning, advocacy and operational execution. Detailed knowledge/experience working with current NG joint capabilities to include Joint Force Headquarters-State (JFHQ-State), the Critical Infrastructure Program – Mission Assurance Assessment (CIP-MAA) Program, the Joint Integrated Training Capability (JITC), and the Chemical, Biological, Radiological/Nuclear and Explosive (CBRNE) Enhanced Response Force Package (CERFP) is required. Contractor also provides short-notice change in working hours and focus of work to support information requirements development and coordination, and data collection, analysis and reporting for the NGB J8 and the COCOM National Guard Office in support of short-notice surge or consequence management (CM) events.

1.0.1 Background

NGB-J8 is leading the effort for NG Joint Staff engagement in strategic planning for joint NGB resources, the NGB joint capabilities development processes to include the validation of new NG joint capabilities in the JCIDs process, the coordinated implementation and reporting of new validated joint capabilities, Joint Experimentation, and ensuring validated joint programs compete effectively in the PPBES process for resources. NGB-J8 has had recent success in securing four new validated and funded joint capabilities which are: the JFHQ-State; Joint Integrated Training Capability (JITC); CERFP; and the Defense Industrial Base (DIB) Critical Infrastructure Program – Mission Assurance Assessments (CIP-MAA); and is in the process of implementing these capabilities.

The National Guard Offices at the COCOMs facilitate NGB strategic planning at the COCOM level and leverages its position to gain advocacy from the commands for National Guard domestic requirements thru the Integrated Priority List (IPL) and Joint Requirements Oversight Council (JROC) processes. The office also facilitates collaboration between the COCOM and NGB on a wide-variety of strategic issues and initiatives to include strategic communications, state engagement, joint/interagency training and command relationships.

1.1 Non-Personal Services

This award identifies services that are strictly non-personal in nature.

1.2 Inherently Governmental Functions

This requirement has been reviewed and contains no services that are inherently governmental functions.

2.0 STATEMENT OF WORK (SOW)

The Contractor shall provide capabilities based analysis to identify NG joint capability needs in terms of doctrine, operations, training, materiel, leadership, personnel and facilities (DOTMLPF), and coordinate the flow of requirements through the NG Corporate Process, provide support for NGB Joint Programs throughout the JCIDS process or any other process used to obtain NG joint capabilities, cost and analyze current initiatives and aid in advocating for resources within the PPBE process, interpret and make recommendations to influence the Quadrennial Defense Review (QDR), Strategic Planning Guidance (SPG), Joint Planning Guidance (JPG), IPLs, and the Program Objective Memorandums (POMs) of the DoD, Services and COCOMs, support Joint Program Management to achieve Structured Force Development, and plan, coordinate and execute National Guard engagement in Joint Experimentation.

For the National Guard Office at a COCOM, the contractor shall provide services for Strategy and Policy Analysis, Plans and Program Support, and Administrative Support, and any other support function as outlined in individual task orders issued under this BPA. Contractor personnel shall be able to respond to a wide-range of tasking to include independent research and analysis, joint staff coordination, and must possess effective writing and communication skills. Contractor personnel shall comply with all COCOM and installation policy and instructions.

2.1 TASKS

The contractor shall provide consultation services to NGB-J8 concerning National Guard Joint Capabilities Development for Homeland Defense (HD) and Civil Support (CS), Joint Chiefs of Staff (JCS) Joint Capability Integration and Development System (JCIDS) process, PPBE and NGB Joint Program Management, DoD Strategic Planning Processes, and National Guard Joint Experimentation; and provide contractor services and deliverables to the National Guard Office at the COCOM to integrate National Guard priorities, programs and capabilities into COCOM planning, programming and operational missions. The tasks to be performed shall include, but not be limited to, the following:

2.1.1 Manage the NGB Joint Capabilities Development Process: Develop, manage, and institutionalize a Homeland Defense (HD) and Civil Support (CS) requirements process working with the 54 U.S. States, territories and the District of Columbia to identify potential capability gaps and needs, and determine National Guard joint solutions to those gaps and needs. Submit the resulting products into the appropriate Department of Defense (DoD) process for validation and funding, to include the Joint Capabilities Integration and Development System (JCIDS). Develop and submit the National Guard joint IPLs to the COCOMs. Track and engage in the appropriate Service Program Objective Memorandum (POM) process to support funding National Guard joint initiatives. Provide analytic support and integration for Homeland Defense

(HD) and Civil Support (CS) requirements process that identifies and validates potential shortfall/capability gaps; that supports the Joint Capabilities Integration and Development System (JCIDS); that provides IPL input to the COCOMs; and that generates validated requirements for the Service Program Objective Memorandum (POM) process to fund required NG capabilities by units. Compile data for validated support to civilian authorities by unit type for NG, ARNG and ANG forces based on capability metrics per 24 hours for NG response to disaster incidents. Work with representatives in the States, territories and the District of Columbia to develop and obtain valid data by use of war-gaming scenarios, targeted questionnaires, and interviews and then provides in-depth analysis to determine capability gaps and requirements to eliminate shortfalls. Once shortfalls are identified, put the information in the proper format and submit the document for validation, and support the validation/funding process. Conduct capabilities solutions analysis for National Guard joint capabilities and prepare, submit and shepherd the document through the appropriate validation and/or funding process. Analysis/integration is critical to comprehensive requirements process that identifies requirements that are validated, funded and implemented to produce enhanced HD and CS capabilities. The overall objective is to develop a comprehensive requirements process that identifies requirements that are validated, funded and implemented to produce enhanced National Guard joint HD and CS capabilities.

2.1.2 Manage National Guard engagement in Joint Experimentation: Provide experience with DoD Joint Experimentation Programs and develop, manage, and institutionalize a Homeland Defense (HD) and Civil Support (CS) Joint Experimentation Program for the National Guard 54 U.S. States, territories and the District of Columbia. In coordination with U.S. Joint Forces Command (USJFCOM), the Department of Defense (DoD) directed lead for Joint Experimentation, and with other COCOMS as required. Ensure that the National Guard either leads or supports experimentation that affects National Guard equities for HD and CS. The program will include coordinating experiments as well as collecting data from exercises, tests, and other data collecting venues where the National Guard participates and resulting reports are made available. Provide planning, coordination, execution and analytic support for the National Guard Joint Experimentation Program ensuring meaningful engagement in joint experimentation and comprehensive and accurate experimentation reports. Collect data and reports from exercises, testing and other venues where National Guard participation provides data supporting National Guard joint capabilities and enhances joint experimentation planning, coordination, execution and analysis. Develop recommendations and reports for future National Guard joint capabilities or future experiments based on experimentation results. Seek and coordinate opportunities for National Guard inclusion in COCOM experiments where National Guard equities may be affected or represented. Provide National Guard Joint Experimentation results for use in further analysis or experiments, and/or for inclusion in capabilities based assessments for National Guard joint capabilities. Provide expertise in modeling and simulations tools, to include tools used by the National Guard and U.S. Joint Forces Command (USJFCOM), U.S. Northern Command (USNORTHCOM), U.S. Pacific Command (USPACOM) and U.S. Southern Command (USSOUTHCOM). Provide modeling and simulations support for the National Guard Capabilities Development Process, National Guard Joint Experimentation, and as required for National Guard operations and training. Develop and implement training on modeling and simulations tools, provide advice on the purchase and implementation of new modeling and

simulations tools, and develop and manage the implementation of new modeling and simulations tools for the National Guard.

2.1.3 Strategic Planning Support: Develop, manage, and institutionalize National Guard Joint Staff engagement in DoD Strategic planning documents, policies and processes that provide the foundation for the development, validation and resourcing of new National Guard Joint capabilities, and for the prioritization and resourcing of existing capabilities. Lead the NGB Joint Staff participation in the development of DoD strategic documents, policy, force structure and policies to include participation in the development of the QDR, Strategic Planning Guidance (SPG), and Joint Programming Guidance (JPG) ensuring that National Guard equities are reflected in the resulting products of these strategic processes. Lead the NGB J8 participation in the Analytic Agenda which is the process that provides the framework and analytic product that is used to determine future force structure and includes wargaming for specific event force requirements and analysis, multiple event force requirements and analysis, and the annual Operational Analysis. Coordinate and train NGB Joint Staff subject matter experts for participation in these processes as appropriate. Promote and coordinate National Guard senior leadership participation in DoD decision making groups and steering groups that impact National Guard joint capabilities, manpower and other resources. Assist with the National Guard capabilities development process by identifying language in strategic documents, Presidential Directives and DoD policy that support capabilities assessments.

2.1.4 Operations Research Analysis: Develop metrics and provide highly complex analysis to support capabilities development and program implementation, sustainment and modernization goals. Apply analytic methods to the solution of varied and complex strategic, operational, and managerial National Guard Joint issues. Provide analytic support for the National Guard joint capabilities development process, Joint Experimentation, and new and ongoing programs by coordinating and developing metrics, and coordinating and performing analysis to support the validation and resourcing processes, and to provide simulation, modeling and experimentation expertise. Provide expertise in research and study designs and methods and analytic tools such as statistical inference, network analysis, models, mathematical programming, and simulations and able to produce well documented and verifiably accurate analysis to support National Guard objectives. Summarize and synthesize complex analyses into simplified terms and presents results to decision makers. Plan, evaluate, coordinate, and integrate analytic requirements with other National Guard Bureau (NGB) staff elements, the Office, Office, Secretary of Defense (OSD), the Joint Chiefs of Staff (JCS) and COCOMs as appropriate.

2.1.5 Program Management: Using the Doctrine, Operations, Training, Materiel, Leadership, Personnel and Facilities (DOTMLPF) construct, coordinate and integrate actions within the NGB staff for the implementation, sustainment, and modernization of new and existing National Guard Joint Programs, and reports progress on such programs to J8 management, within the National Guard Corporate Process, and in other Department of Defense (DoD) processes as applicable. Representing the National Guard Bureau (NGB) J8, assist the NGB staff in accomplishing tasks as appropriate, either through gaining NGB J8 leadership support to address issues with the Office, OSD, the Joint Chiefs of Staff (JCS), or the Services, or by assisting in documenting and reporting when required. Monitor funding for NGB joint programs across the POM, inform NGB J8 management of current or potential funding issues, and assist the NGB Joint Staff in

coordinating the resolution of funding issues. Assist the staff in preparing and scheduling and presenting program requirements briefs, and in coordinating appropriate NGB representation on OSD Program Issue Teams for assigned joint programs. Represent the NGB J8 in various NGB, OSD, JCS and COCOM meetings, working groups and councils in advocating or defending National Guard joint capabilities. Assist in identifying National Guard capability needs or deficiencies in structure or resources that feed the National Guard Joint IPL annually, and in the National Guard Capabilities Development Process.

2.1.6 Strategy and Policy Analysis: Provide analytic support and integration for Homeland Defense (HD) and Civil Support (CS) strategy and policy to include strategic communications. Contribute to the development of strategic initiatives at OSD, Joint Staff and COCOMs that affect the National Guard. Provide National Guard expertise, interface and coordination by participating in Future Planning Cells (FPCs) during exercises and contingencies. Participate in COCOM Communication Strategy (CCS) process to ensure greater advocacy for the National Guard. Contribute to State engagement programs of COCOMs and subordinate commands, to Capabilities Based Assessments (CBAs), and participate in various strategic-level working groups as required. Coordinate senior-level engagement between the COCOM and the Governors and Adjutants Generals of the National Guard's 54 states and territories. Provide expertise in National Guard, NGB, COCOM, and DOD policy, and in current congressional initiatives that affect the National Guard. Provide expertise in Joint, PPBE, and Congressional/Legislative processes.

2.1.7 Plans and Programs Support: Provide analytic support and integration for Homeland Defense (HD) and Civil Support (CS) plans and programs to include programming and capabilities development. Provide coordination and analysis for COCOM and NGB programming efforts that impact National Guard programs and priorities. Support COCOM and NGB J8 efforts to increase overall HD and CS programmed funding levels and participate in the IPL, and Program Budget Decision (PBD) processes; and conduct research and provide analysis of National Guard requirements in order to gain advocacy from COCOMs. Contribute to Capabilities Based Assessment (CBA) processes, and participate in COCOM and NGB working groups that impact HD and CS plans and programs. Participate in capability assessment processes to identify and validate potential National Guard shortfall/capability gaps that support the Joint Capabilities Integration and Development System (JCIDS) and COCOM IPL input. Provide expertise concerning National Guard, NGB, USNORTHCOM, and DOD policy, and current congressional/legislative initiatives. Provide Joint, PPBE and legislative funding process expertise. Conduct research, prepare statistical reports, and receive, coordinate and prepare responses to information requests to include developing written products to inform flag and senior level officers. Perform research on a wide variety of topics involving military, intergovernmental and non-governmental organizations. Tasks typically involve varied requirements, which may require many different and unrelated processes and/or methods. Develop recommendations for handling a wide variety of situations and potential conflicts involving federal-state, service component, and interagency equities. Conducts research, compile data and prepares papers and briefings for consideration and presentation to joint military and interagency organizational staffs. Manages the COCOM National Guard Office organizational mailbox and establishes and maintain controls for classified, confidential, and time sensitive materials.

2.1.8 Administrative Support: Provide executive level administrative support by conducting research, preparing statistical reports, handling information requests and performing clerical functions to include preparing correspondence, event books, receiving visitors, arranging conference calls and scheduling meetings, meeting locations and associated meeting logistics. Administrative support topics are varied and complex requiring many different and unrelated processes and methods. Develop and maintain a professional relationship with inter and intra office staffs ensuring clear, timely and concise coordination of actions, correspondence, schedules and other requirements. Establish and maintain controls for classified, confidential, and time sensitive materials. Provide administrative support for travel functions for the NGBJ8 or COCOM National Guard Office. Attend and records meetings, and produce meeting minutes.

2.1.9 Surge and CM Support: Provide fund execution planning, information coordination and reporting, and data collection, analysis and reporting support in preparation for a surge or CM event, and in support of an actual 24 hour operation exercise or real-world surge or CM event.

2.2 Task Management

The Contractor shall provide sufficient management to ensure that each task is performed efficiently, accurately, on time, and in compliance with the requirements of this document. Specifically, the Contractor shall designate a single Program Manager to oversee each task and supervise the staff assigned to each task.

2.2.1 Monthly Progress Reports

A monthly Progress Report is due by 5th workday following the end of the month from the contractor to the Contracting Officer's Representative (COR), with a copy to the contracting officer.

2.2.2 Work Breakdown Structure (WBS)

Not applicable for this task.

2.2.3 Transition Support

a. Option Item: Incoming Transition

"Not Required for this Task."

b. Action Item: Outgoing Transition

"Not Required for this Task."

2.2.4 Quality Control Plan

The Contractor shall prepare and adhere to a Quality Control Plan (QCP). The QCP will initially be submitted with the offeror's proposal and will be updated upon award. The QCP shall document how the Contractor will meet and comply with the quality standards established in this statement of work. At a minimum, the QCP must include a self-inspection plan, an internal

staffing plan, and an outline of the procedures that the Contractor will use to maintain quality, timeliness, responsiveness, customer satisfaction, and any other requirements set forth in this solicitation.

2.2.5 Criminal History Checks

Reference paragraph 6.3.1.

2.3 Additional Contractor Requirements

- Knowledge of and working experience with the Department of Defense's Capability Assessment Process (CAP) and the Joint Capability Integration and Development System (JCIDS)
- Knowledge of advanced analytical methods and joint experimentation expertise is required for specific positions as outlined in the supporting functions.
- Knowledge of National Guard joint programs to include CERFP, JFHQ-State, CIP-MAA and JITC is required.
- Contractor personnel providing strategic planning support at NGB J8 shall possess a Top Secret SCI. There may be a requirement for a Top Secret SCI for contractor personnel supporting capability development or analytic support. All remaining NGB J8 contractor personnel shall possess a Secret security clearance.
- Contractor personnel providing support at a COCOM National Guard Office shall possess a Top Secret SCI (or be capable of obtaining) clearance to ensure unity of effort with battle staff operations at those commands.
- Daily access and after hour access to the Pentagon and other off-site meeting venues that require a Pentagon badge for various JCIDS process related tiger team, working group, Functional Capabilities Board, Joint Capabilities Board and Joint Requirements Oversight Council Board and strategic planning meetings and working groups is required.
- The contractor is cautioned that if off-duty active military personnel are hired under this contract, they may be subject to permanent change of station, change in duty hours, or deployment. Military Reservists and National Guard members may be subject to recall to active duty. The absence of such employees shall not constitute an excuse for nonperformance under this contract.
- All contractor personnel shall safeguard government and directorate-specific information IAW COCOM or host organization handling requirements.

3.0 INSPECTION AND ACCEPTANCE

The COR for each Task Order is a Government official who has been delegated specific technical, functional and oversight responsibilities for each task order. The COR specified on each task order under the BPA is responsible for inspection and acceptance of all services, incoming shipments, and documents.

3.1 Acceptance Criteria

Certification by the Government of satisfactory services provided is contingent upon the Contractor performing in accordance with the terms and conditions of the referenced agreement, each order, and all modifications.

3.2 Contractor Payment Processing

The Contractor is responsible for properly preparing, and forwarding to the appropriate Government official, the invoice and receiving report for payment. The Contractor shall invoice in accordance with Section B of the task order. The Contractor shall attach back up information to receiving reports for direct labor, travel and Other Direct Costs (ODCs). Direct labor backup information shall include the contractor's time sheet and, at a minimum, reflect the person's name, job title and quantity of hours worked for each pay period. Backup information for Travel shall list all elements of costs, such as travel breakout backup, including itinerary, dates of travel, name of employees traveling plus per diem costs shall accompany the receiving report. The Wide Area Workflow – Receipt and Acceptance application is required to be used, it is the mandatory method of submission. (See paragraph 3.4 below.)

3.3 Invoice Review

The COR may reject or require correction of any deficiencies found in the invoice or receiving report. In the event of a rejected invoice or receiving report, the Contractor will be notified in WAWF of the specific reasons for rejection.

3.4 Wide Area Workflow – Receipt and Acceptance

A recent change to the Defense Federal Acquisition Regulations Supplement (DFARS) mandates end-to-end electronic processing of payment requests and supporting documentation such as receiving reports in cases where the contractor is able to submit a payment request in electronic form. If the terms of a contract call for a receiving report, Contractors are strongly encouraged to utilize the Wide Area Workflow-Receiving and Acceptance (WAWF-RA) system to submit both electronic payment requests and receiving reports in accordance with DFARS 232.7004. Use of WAWF will allow for the submission of an invoice and receiving report as a combined form.

Information regarding WAWF-RA is available on the Internet at <http://www.acq.osd.mil/scst/wawf.html>. Prior to submitting the first WAWF-RA electronic form for a given task order, Contractors should first coordinate with the assigned NGB Contracting Officer Representative (COR).

4.0 DELIVERABLES

4.1 Delivery Address

All deliverables shall be submitted to the COR specified in each task order.

4.2 Method of Delivery

Electronic copies shall be delivered using Microsoft Office suite of tools (for example, MS WORD, MS PUBLISHER, MS EXCEL, MS POWERPOINT, MS PROJECT, or MS ACCESS

format), unless otherwise specified by the COR. Electronic submission shall be made via email, unless otherwise agreed to by the COR.

4.3 Shipping

The Contractor shall use the U.S. Postal Service standard delivery for delivery of materials, equipment, or required hardcopy documents. The COR must approve all exceptions to this requirement.

4.4 Government Acceptance Period

The COR will have five (5) workdays to review draft deliverables and make comments. The Contractor shall have two (2) workdays to make corrections. Upon receipt of the final deliverables, the COR will have two (2) workdays for final review prior to acceptance or providing documented reasons for non-acceptance. Should the Government fail to complete the review within the review period the deliverable will become acceptable by default.

The COR will have the right to reject or require correction of any deficiencies found in the deliverables that are contrary to the information contained in the Contractor's accepted proposal. In the event of a rejected deliverable, the Contractor will be notified in writing by the COR of the specific reasons for rejection. The Contractor shall have five (5) workdays to correct the rejected deliverable and return it per delivery instructions.

4.5 Delivery Schedule Abbreviations

The following abbreviations are used in the delivery/deliverable schedule:

Abbreviation	Definition
CO	Contracting Officer
COR	Contracting Officer's Representative for the Task Order
DACA	Days after contract award (award of this order)
Days	Calendar Days unless otherwise specified
E	Electronic Copy
H	Hard Copy
NLT	Not Later Than

4.6 Deliverable/Delivery Schedule

All deliverables will be identified in each task order.

5.0 CONTRACT ADMINISTRATION DATA

5.1 Contact Information for Key Personnel

Contracting Officer's Representative (COR) – will be specified in each Task Order issued under the BPA.

5.2 Contract Type for this Order

This BPA may contain task orders in the form of Firm Fixed Price or Labor Hours.

5.3 Place of Performance

The Contractor shall perform primary activities in locations as dictated on the individual task orders. These locations include NGB Headquarters in Arlington, VA, as well as MACOM locations such as NORAD/USNORTHCOM, Colorado Springs, Colorado; USPACOM, Camp HM Smith, Hawaii; USSOUTHCOM, Miami; and USJFCOM, Norfolk, VA.

5.4 Operational Hours

Normally, forty hours of support will be performed during core business hours from 7:30 am to 5:00 pm Monday through Friday, excluding Federal holidays. Performance must be provided during core business hours with flexibility before or after these hours to achieve the forty hour per week support mark. Contractor shall be capable of scaling operations and altering hours of support to meet National Guard mission requirements under a 24-hour operation consequence management exercise or real-world event as outlined in paragraph 2.1.9 of this BPA.

5.5 Period of Performance

Period of performance for this BPA shall consist of a one-year base period followed by four one-year options.

5.6 Contractor Travel

5.6.1 Travel

Travel requirements, if necessary, will be identified in each task order SOW. The contractor shall accomplish all travel in accordance with Joint Travel Regulations.

5.7 Other Direct Costs (ODCs)

ODC requirements, if necessary, will be identified in each task order SOW.

6.0 OTHER TERMS, CONDITIONS, AND PROVISIONS

6.1 Materials Developed for the Government

All training materials, guides, manuals, assessments and program information are the property of the government. All training material developed will reside on the data base located within the NGB Online Community domain (www.guardfamily.org)

6.2 Protection of Information

6.2.1 FAR 52.224-1 -- Privacy Act Notification (1984)

6.2.2 FAR 52.224-2 -- Privacy Act (1984)

6.2.3 Dissemination of Information/Publishing

There shall be no dissemination or publication, except within and between the Contractor and any subcontractors or specified Integrated Product/Process Team (IPT) members who have a need to know, of information developed under this order or contained in the reports to be furnished pursuant to this order without prior written approval of the NGB COR or the Contracting Officer. NGB approval for publication will require provisions which protect the intellectual property and patent rights of both NGB and the Contractor.

6.3 Contractor Employees

6.2.3.1 Contractor Identification

Contractor personnel performing services in a contractor capacity are required to possess and wear an identification badge that displays his or her name and the name of their company. The contractor shall ensure that contractor personnel identify themselves as contractors when attending meetings, answering Government telephones, providing any type of written correspondence, or working in situations where their actions could be construed as official Government acts.

6.2.3.2 Attendance at Meetings

Contractor personnel shall be required to attend meetings or otherwise communicate with Government and/or other contract representatives to meet the requirements of each order. Contractor personnel shall make their contractor status known during introductions.

6.2.3.3 Use of Military Rank by Contractor Personnel

Contractor personnel, while performing in a contractor capacity, shall refrain from using their retired or reserve component military rank or title in all written or verbal communications associated with the contracts in which they provide services under.

6.4 Access Requirements

6.4.1 Contractor access to NGB .mil Remote Network

Contracting companies shall notify the NGB Privacy Office after being awarded a NGB contract that requires access to a DoD system. The Contractor shall be required to gain access to the NGB network for performance of each task. As such, contractor personnel shall undergo appropriate background investigation (Automated Data Processor/Information Technology (ADP/IT) security clearance) and security awareness training. The Contractor shall be prepared for this process to take at least two (2) weeks, if not longer. The Contractor shall submit the government form required for background investigation to the Office of Personnel Management and obtain receipt confirmation as a prerequisite for contractor personnel to access the NGB .mil remote network.

Contracting companies shall notify the NGB Privacy Office when the security officer has submitted the government form required for new employees. Upon termination of a contractor employee from the NGB Contract, contracting companies shall notify the NGB Privacy Office and OPM of the action, including the termination date.

The Contractor shall follow the NGB Privacy Office guidelines for submittal of ADP/IT security clearances and ensure all contractor personnel are designated as ADP/IT-I, ADP/IT-II, or ADP/IT-III where their duties meet the criteria of the position sensitivity designations. As required, the contractor shall contact the NGB Privacy Office for guidance on the appropriate ADP/IT levels for contractor personnel on the contract.

6.4.2 Contractor access to classified information

Secret security clearance is required. Certain positions that work within strategic planning or capabilities development may require a Top Secret SCI security clearance and will be identified in the task order when applicable.

6.5 Development

“Not Applicable for this Task”

6.6 Data Rights

The Government will retain rights to all intellectual property produced in the course of developing, deploying, training, using and supporting NGB or other federal agencies that utilize this BPA. All modifications to government off the shelf software (GOTS) or commercial off the shelf software (COTS) software, middleware, hardware, or source code will be the sole property of the Government. The Contractor shall be required to negotiate agreements with commercial system vendors relating to non-disclosure of vendor-proprietary information.

6.7 Quality Assurance

The Government will review monthly progress reports and will attend regular task performance review meetings with the Contractor to survey quality of products and services.

6.7.1 On-The-Spot Document Inspections

The COR will perform random checks of the work products, files, and information data bases.

6.7.2 Quarterly Meetings

The COR will meet with the contractor on a quarterly basis to assess performance and will provide a quarterly written assessment.

6.7.3 Observance and feedback from NGB customers and staff

The COR will take note of any unacceptable observances during the work hours and will log negative feedback from other staff or NGB customers.

6.7.4 Performance Evaluation Process

“Not Applicable for this Task”

6.8 Government Furnished Equipment (GFE)/ Information (GFI)/Facilities

6.8.1 Government Furnished Facilities

This will be determined in the individual task order.

6.8.2 Government Furnished Equipment/Information/ Property

This will be determined in the individual task order.

6.9 Section 508 Requirement

The Contractor shall comply with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d). Specifically, the procurement, development, maintenance, or integration of electronic and information technology (EIT) under this contract must comply with the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at [CFR part 1194](#).

6.10 Other Special Considerations

“Not Applicable for this Task”

7.0 APPLICABLE DOCUMENTS AND DEFINITIONS

7.1 Compliance Documents

The following documents provide specifications, standards, or guidelines that must be complied with in order to meet the requirements of this order:

APPENDIX A: NON DISCLOSURE AGREEMENT

Non-Disclosure Agreement for Contractor Employees And Subcontractors

I, _____, am an employee of or a subcontractor to [Company Name], a contractor acting under contract to the [Name of NGB Directorate] under Prime Contract No. _____, through Task Order _____. I understand that in the performance of this task, I may have access to sensitive or proprietary business, technical, financial, and/or source selection information belonging to the Government or other contractors. Proprietary information includes, but is not limited to, cost/ pricing data, Government spend plan data, contractor technical proposal data, independent government cost estimates, negotiation strategies and contractor data presented in negotiations, contracting plans and statements of work. I agree not to discuss, divulge, or disclose any such information or data to any person or entity except those persons directly concerned with the performance of this task order. I have been advised that the unauthorized disclosure, use or negligent handling of the information by me could cause irreparable injury to the owner of the information. The injury could be source sensitive procurement information of the government or proprietary/trade secret information of another company.

I understand that the United States Government may seek any remedy available to it to enforce this Agreement, including, but not limited to, application for a court order prohibiting disclosure of information in breach of this agreement. Court costs and reasonable attorney fees incurred by the United States Government may be assessed against me if I lose such action. I understand that another company might file a separate claim against me if I have misused its proprietary information.

In the event that I seek other employment, I will reveal to any prospective employer the continuing obligation in this agreement *prior* to accepting any employment offer.

The obligations imposed herein do not extend to information/data which is:

- a. in the public domain at the time of receipt or it came into the public domain thereafter through no act of mine;
- b. disclosed with the prior written approval of the NGB designated Contracting Officer;
- c. demonstrated to have been developed by [Company Name], or me independently of disclosures made hereunder;
- d. disclosed pursuant to court order, after notification to the NGB designated Contracting Officer;
- e. disclosed inadvertently despite the exercise of the same reasonable degree of care a party normally uses to protect its own proprietary information.

I have read this agreement carefully and my questions, if any, have been answered to my satisfaction.

(Printed Name of Employee or Subcontractor)

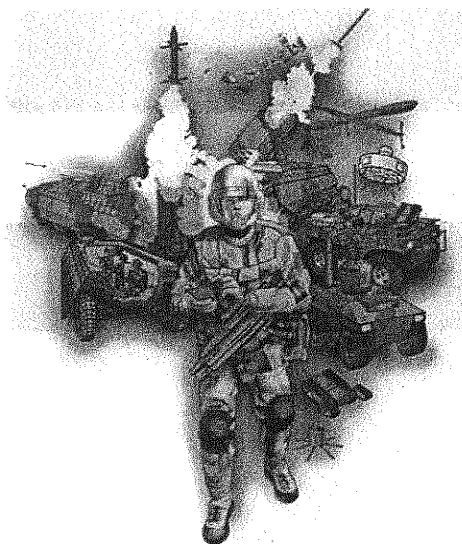
Date

(Signature)

Organization

(Witness Signature)

Date



National Guard Bureau

Force Management Support Services to Organizational Activities Assigned to DoD

Cost Proposal

24 June, 2011

<i>Submitted by:</i> Benchmark International, Inc. 1421 Jefferson Davis Highway, Suite 50 Arlington, VA 22202-3251	<i>Submitted to:</i> (b) (6) Joint Contracting Branch National Guard Bureau, NGB-ZC-AQ
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RESTRICTION ON DISCLOSURE AND USE OF DATA

This proposal or quotation includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed-in whole or in part-for any purpose other than to evaluate this proposal or quotation. If, however, a contract is awarded to this offeror or quoter as a result of or in connection with the submission of these data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to these restrictions are contained in the sheets marked as restricted. In addition, the information contained herein may contain technical data, the export of which is restricted by the U.S. Arms Export Control Act (AECA) (Title 22, U.S.C. Sec 2751, et seq.) or the Export Administration Act of 1979, as amended (Title 50, U.S.C., App. 2401, et seq.). This material is not intended by BMI to become a "record," within the meaning of 5 USCA 552, and is entrusted to the Government with the understanding that it will be returned if the Government is unwilling or unable to maintain it as non-record material.

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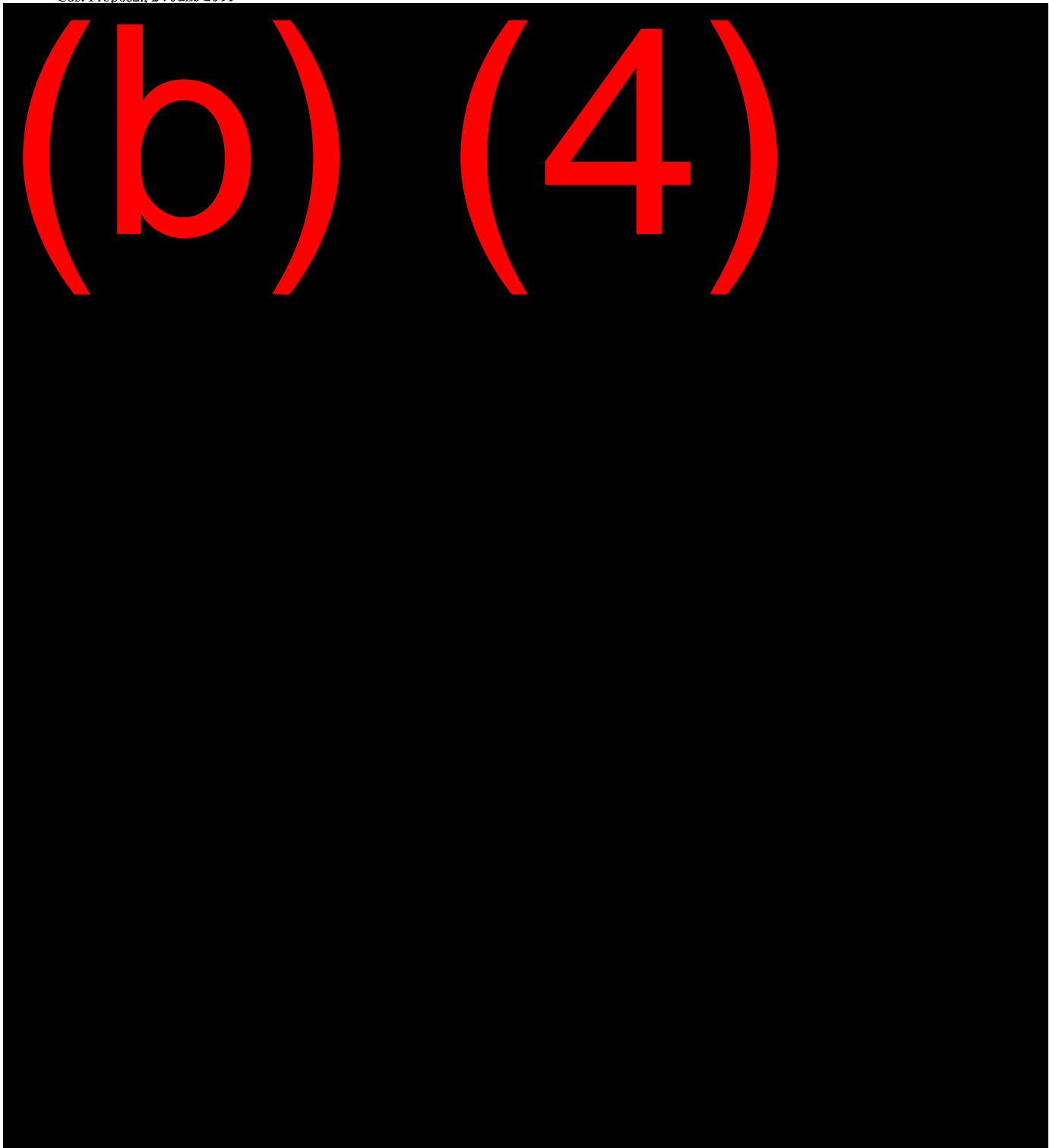
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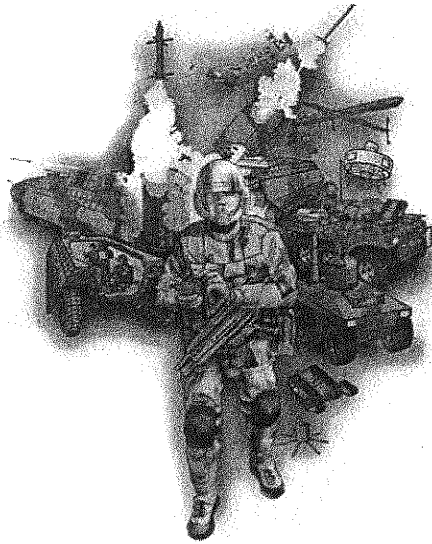
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(b) (4)

(b) (4)





National Guard Bureau

Force Management Support Services to Organizational Activities Assigned to DoD

Cost Proposal

27 June, 2011

<i>Submitted by:</i> Benchmark International, Inc. 1421 Jefferson Davis Highway, Suite 50 Arlington, VA 22202-3251	<i>Submitted to:</i> (b) (6) Joint Contracting Branch National Guard Bureau, NGB-ZC-AQ
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1.0 General.

Benchmark International, Inc. (BMI) is pleased to respond to the Request for Cost Proposal from the National Guard Bureau, NGB-ZC-AQ, Joint Contracting Branch in a letter dated 21 June, 2011. This proposal is submitted under the Blanket Purchase Agreement W9133L-07-A-0001.

(b) (4)

(b) (4)

Cost Proposal 27 June 2011

