

SECTION C Descriptions and Specifications

C.1. DISA 52.215-9107 REQUIREMENTS AND STANDARDS (IAW FAR 15.204-2(c))

The work and services to be performed shall be subject to the requirements and standards contained in the Statements of Work (SOW) entitled "DISA Next Generation Engineering - Full and Open," and "DISA Next Generation Engineering - SB Set aside," dated October 2001, referenced in Section J, List of Attachments.

C.2. CONTRACT LEVEL SUPPORT.

The contractor shall provide necessary contract level management support and services for the NexGen contract. Specific support requirements include the following. The cost for this support/service is included in the Labor Rate Tables in Section B, either in the fully loaded labor category rates for T&M and FP orders or as a separate rate for cost-reimbursement orders.

a. **Contract Level Management Support:** The contractor shall plan, organize, and implement key contractor activities necessary to control the overall effort being performed under the contract. The contractor shall be responsive to unforeseen problems that can also occur due to changes in Government requirements and priorities.

b. **Contract Level Reporting:** The contractor shall provide a contract level progress, status, and management report (DI-MGMT-80227) that consolidates data for all task orders issued under the contract. The contract level progress, status, and management report shall at least include the following information. An electronic copy of the report shall be delivered to the Contracting Officer and Contracting Officer's Representative on the 10th workday of each month.

- (1) Listing of all active task orders
- (2) Listing of all inactive task orders and date of closure and final total cost
- (3) Listing of contract expenditures for socioeconomic firms:
 - (a) annual projections for each contract year and cumulative-to-date amounts;
 - (b) socioeconomic categories: (1) small business; (2) small disadvantaged business (including HBCU/MIs); (3) small woman-owned business; (4) Hub-Zone business; and (5) service disabled veteran owned business.
- (4) Cost data summaries for contract, as a whole, and each active task order. Note that "costs" reported must include all costs expended in performance, regardless of invoice and/or voucher amounts; estimates of vendor/subcontractor costs are acceptable. Cost data summaries shall include:
 - (a) initial total projected costs for full period of performance
 - (b) cumulative costs to date
 - (c) total costs for the previous month
 - (d) ratio of expenditures for prime contractor to subcontractors, for the contract year to date and cumulative for the life of the contract
 - (e) the estimate of costs-to complete each task, and supporting narrative for overruns and underruns for variances over 10%
 - (f) ratio of prime labor (only) costs to subcontractor labor (only) costs for each active task order to
- (5) Summary of Other Direct Costs (ODC):
 - (a) summary of ODCs to-date from start of contract/task order
 - (b) ODC categories: materiel, equipment, travel, etc. (Note: For FP and T&M task orders, subcontractor labor is not reported as an ODC.)
- (6) Listing of Task Orders with significant issues and/or problems.

c. **Contract Level Travel:** Travel in connection with contract-level requirements will typically be only local travel. However, if travel is required outside the Washington, DC area, the contractor shall obtain prior approval from the COR. The contractor shall provide an accounting for the number of trips by designation, location, the number of contractor personnel on each trip, the inclusive dates of the trips, the duration of the trips in days, and the

significant results accomplished during the trip. This accounting shall be incorporated into the contract level progress, status, and management report.

d. Contract Level Meeting Support: Contract level meetings between the contractor and the government shall be scheduled from time to time as mutually agreed to between the CO or COR and the contractor. Also see Section H.11.

e. Quality Control. The contractor shall develop, implement, and maintain a quality control program. The program shall include inspection, validation, evaluation, corrective action, and procedures necessary to effect quality control of all performance and products under the contract. The program shall allow inspection and evaluation by the Government. The program shall be applicable to all subcontractors.