

## TECHNICAL INSTRUCTION (TI)

<b>Issue Date of TI</b>	October 1, 2007
<b>TI No.</b>	TI-4829-05 R1, Ron Cox
<b>Contract No.</b>	N00178-06-D-4829
<b>Task Order No.</b>	FC01
<b>Government Agency</b>	Naval Surface Warfare Center, Crane Division
<b>Vendor</b>	Next Wave
<b>Vendor POC</b>	<a href="mailto:Doug.mcdaniel@nextwavesys.net">Doug.mcdaniel@nextwavesys.net</a>
<b>Human Capital Checklist Approval Number</b>	TBD
<b>Tasking (Severable/Non-Severable)</b>	Non-Severable
<b>Special Skills Required</b>	MSWords, Project, EVMS experience, PjM experience, writing skills, System Engineering experience, Acquisition Engineering ,
<b>Task Description</b>	<p>The contractor shall support program management functions including definition, planning, budgeting, coordination, monitoring, and performance assessment/evaluation; development of program/project related documentation (e.g., decision papers, briefings, etc.); as defined in SOW 3.5.7.</p> <p>The contractor shall provide project management support of EVMS inputs for all related Projects and shall provide EVMS inputs for this TI to support the Code JXS EPMS process. These inputs will include cost, schedule and percentage complete information and will be supplied monthly. (SOW 3.5.2, 3.5.3, 3.5.4)</p>
<b>GFI, GFE, GFM</b>	
<b>Duty Location</b>	NSWC Crane (1 desk). Contractor shall have access to building 41N during working hours 6:00-17:30 Some OT will be worked outside normal working hours. The contractor shall comply with Crane security procedure.
<b>Temporary Duty Location (travel)</b>	Travel as required.
<b>SLIN No.</b>	TBD
<b>Performance Period</b>	TI Award date – September 30, 2008
<b>Data</b>	Data Item Status Report A001, Data Item Contract Funds Status

<b>Deliverable</b>	Report A002. Presentation Material A005. Contractor shall deliver complete User's /instruction guide on how to use the generated MS file. The contractor shall deliver a completed SOW document . The contractor shall generate and deliver a WBS two weeks after award date of this TI. The contractor shall provide monthly progress report on tasks listed in WBS. Contractor's monthly report shall include overtime hours and dollars for the month and cumulative verses approved overtime hours and dollars ceilings. The Government shall not be responsible for any overtime charges worked prior to approval of Over Time by the Chief of the Contracting Office.
<b>Security Classification</b>	Personal clearances at the secret level
<b>Hazard and Safety Information</b>	All efforts shall comply with the JXS Safety Plan.
<b>Requiring Technical Activity (RTA)</b>	Robin Cromwell, Code JXS, (812) 854-2778 <a href="mailto:robin.cromwell@navy.mil">mailto:robin.cromwell@navy.mil</a>
<b>Task Order Manager (TOM)</b>	Mo Beitvashahi, Code JXS, (812) 854-1488 <a href="mailto:mohammad.beitvashahi@navy.mil">mailto:mohammad.beitvashahi@navy.mil</a>

Contingent upon Task Order Modification Issuance to Increase Funding  
 Funding is currently available on the Task Order