

**PERFORMANCE WORK STATEMENT (PWS)
PLANS INTEGRATION AND PLANNING ANALYSIS
APACHE ATTACK HELICOPTER PROJECT MANAGER'S OFFICE**

1.0 MISSION OBJECTIVE: The Apache Attack Helicopter (AAH) Project Manager's Office (PMO) is chartered to manage the assigned major system across the life cycle spectrum for development, production, fielding and sustainment support. This Performance Work Statement (PWS) is to provide the AAH PMO required programmatic support in the areas of Cost Estimating/Analysis, Schedule Development/Assessment, Program Management, Plans and Integration, Strategic Planning Analysis, International Program Support, and Security Assistance Program Support. Further, this PWS shall provide the AAH PMO with programmatic support to Foreign Military Sales (FMS) activities and shall not usurp the established Program Executive Office (PEO) assignments relating to US Army equipment.

2.0 PERFORMANCE REQUIREMENTS: The requirements of this PWS are to provide programmatic support in monitoring, assessing, coordinating, analyzing, and integrating component programs and activities including briefings/presentations and agendas for the total lifecycle of the Apache Attack Helicopter. The PWS requirements that are the most critical to the AAH PMO are for plans integration and planning analysis that directly support the development and production of the AH-64E aircraft and Apache Sensors. The contractor shall perform the following tasks:

2.1 Cost Estimating/Analysis. The contractor shall provide input and recommendations for cost estimating and budget activities inclusive of all Apache program lifecycle phases, in accordance with (IAW) applicable DOD Directives, Army regulations, and policies. The contractor shall monitor cost and performance attendant to the Army acquisition process to meet critical requirements and to facilitate the accomplishment of acquisition objectives. The contractor shall perform cost estimating activities in support of the Army acquisition process to include Operating and Support and Life Cycle Costs/Total Ownership cost activities, Cost/acquisition teams, and Design to cost reviews. The contractor shall provide recommendations and advise in the development of milestone award dates, delivery schedules, and price/cost analysis estimates for AAH contractual actions. The contractor shall provide a Status Report in accordance with. (IAW) DI-MGMT-80368A, Contract Data Requirements List (CDRL) A001 (Reference SOW 3.2, PS2)

2.1.1 The contractor shall provide input, advice, and recommendations for budget preparation support by tracking funds on financial documents. The contractor shall perform budget activities by tracking and maintaining acquisition life cycle costs through automated financial systems and maintain the AAH PMO data on commitment of funds. The contractor shall perform reconciliation of AAH PMO programs, commitment, and obligation records with appropriate government financial systems. The contractor shall provide cost and budgetary input, advice, and recommendations to process records and maintain financial files for financial management functions. The contractor shall provide Status Report IAW DI-MGMT-80368 CDRL A001. (Reference SOW 3.2, PS2)

2.1.2 The contractor shall provide input and recommendations for budget activities for the formulation of Program Objective Memoranda (POM), Planning, Programming Budgetary and Execution System (PPBES) preparation support, and independent price/cost analyses activities for AAH contractual actions. . The contractor shall provide a Status Report in accordance with (IAW) DI-MGMT-80368A, Contract Data Requirements List (CDRL) A001. (Reference SOW 3.2, PS2)

2.1.3 The contractor shall provide input and recommendations to the PMO in the update and analysis of data from the Earned Value Management Standard (EVMS) consisting of review and analysis of Cost Performance Reports (CPR), schedule and cost variances, performance indices, Latest Revised Estimates (LRE) and Estimates at Complete (EAC). The contractor shall support recurring DCMA audits at Apache prime contractor locations as part of cost/acquisition teams. (Reference SOW 3.2, PS2, and 3.4, PS4)

2.2 Schedule Development/Assessment The contractor shall perform and/or provide input and recommendations in developing recommended program schedules and assessing planned Government and/or contractor schedules for program-level and requirement-level pre- and post-award dates. The contractor shall support planning and execution of Integrated Baseline Reviews. The contractor shall perform and or provide analysis of maintenance and workload schedule studies that provide input and recommendations on core capability and risk assessment at the depot level. The contractor shall develop recommended program schedules and provide input and recommendations to establish reporting milestones. The contractor shall provide input to integrate, update, change, and maintain the AAH PMO programmatic master schedule database. The contractor shall provide a Status Report in accordance with (IAW) DI-MGMT-80368A, Contract Data Requirements List (CDRL) A001 and CDRL A0009. (Reference SOW 3.3, PS3)

2.3 Program Management, Plans and Integration. The contractor shall provide program management support and recommendations for the AAH weapon system/support system life cycle performance requirements. The contractor shall provide programmatic input, advice, and recommendations for analysis and integration of data from the programmatic, engineering, test and evaluation, configuration and data management, and logistic functions and synthesis of data. The contractor shall analyze and integrate data to present project status, long range plans, and program accomplishments in relation to AAH program objectives, budgetary constraints, schedules, technical requirements, and program execution. For the purpose of analyzing and integrating program management data, the contractor shall utilize information management tools that are approved by the AAH PMO, such as the Performance Financial Management System (PFMS) and the Milestones Contract Action database. (Reference SOW 3.4, PS4)

2.3.1 The contractor shall analyze and provide recommendations for the resolution of complex problems/issues in the development/execution of acquisition efforts for the development/production/fielding/sustainment of Apache aircraft and sensors systems by performing the following program management activities: competition/dual source/production split methodology analysis with planning/breakout recommendations, recommendations on acquisition strategy analysis and planning, and recommendations for the development/execution of business plans and strategic plans. The contractor shall provide input, advice, and

recommendations in the planning and development of acquisition strategies and procurement documentation in support of the AAH major weapon system to meet timely and technical requirements. In support of Apache major weapons system requirements the contractor shall provide input, recommendations, and preparation in draft format, the following comprehensive plans/documents IAW the DODD 5000 series, all acquisition streamlining reform initiatives, and Army acquisition policies: market research/analysis, operational requirements documents, acquisition plans, acquisition strategy reports, and memoranda of agreement/understanding. The contractor shall be capable of evaluating Apache original equipment manufacturers (OEM) proposal documentation for the purpose of developing recommended government positions. (Reference SOW 3.4, PS4)

2.3.2 The contractor shall work with the Apache product offices to prepare input for conferences, meetings/briefings, and program reviews related to Manned Unmanned Teaming (MUMT), Fleet Management, Apache Reset, and Apache Production & Fielding. (SOW 3.4.e) The contractor shall provide input, advice, and recommendations on Apache development/production/fielding/ sustainment acquisition issues to Integrated Product Teams (IPTs), Technical Interface Meetings (TIMs), Integrated Strategy Teams (ISTs), Integrated Concept Teams (ICTs), and in support of Government personnel tasked with briefing Congressional reviews, G-8 program reviews, weapons system reviews, technical design reviews, procurement priority status meetings, post award reviews, contract surveillance meetings and planning tracking groups. The contractor shall analyze and provide recommendations on Apache weapons system's contractor proposals and be capable of evaluating contractor and government documentation, developing recommended government positions and accomplishing any program level activities. The contractor shall provide a Status Report IAW DI-MGMT-80368, CDRL A0001. (Reference SOW 3.4, PS4)

2.3.3 The contractor shall provide system integration support for the PMO. The contractor shall provide input, advice, and recommendations for program management, costing, review and analysis, financial management, contract development, system engineering, engineering, production management, logistics, product assurance configuration management, scheduling, and testing. The contractor shall provide a Status Report IAW DI-MGMT-80368, CDRL A0001. (Reference SOW 3.4, PS4)

2.3.4 The contractor shall coordinate briefings/presentations and agendas that are necessary to perform programmatic support. The contractor shall analyze and integrate data from AAH PMO meetings, briefings, working groups, conferences, and program reviews by tracking internal actions and coordinating with the AAH divisions and product offices in provide responses/feedback to resolve program management, planning, and integrations issues. The contractor shall analyze, integrate, and synthesize data to prepare, in draft format, informational papers about AH-64E and Apache Sensors systems project status, long range plans, and program accomplishments for the purpose of responding to Congressional inquiries and magazine/newspaper articles. (Reference SOW 3.4, PS4)

2.3.5 The contractor shall provide data analysis in visual format (charts/graphs), to be used for acquisition program presentations. The contractor shall recommend/prepare draft agendas, digital documents/briefings consisting of print design, multi-media, and/or supporting graphics

for conferences and meetings in support of the full spectrum of program related reviews and IPTs. The contractor shall recommend/prepare draft agendas, digital documents/briefings consisting of print design, multi-media and/or supporting graphics for conference and meetings in support of Milestone Decision Authority reviews and IPT reviews. The contractor shall prepare technical graphs/charts and visual support for reports, briefings, meetings and IPT reviews to meet graphics, print design, and multi-media requirements of the Apache Project office. The contractor shall submit presentation material IAW DI-ADMN-81373, CDRL A004. Reference (SOW 3.4, PS4)

2.4 Strategic Planning Analysis. The contractor shall conduct and document analyses and assessments of aviation and/or missile related acquisition programs to support Apache organizational planning and development. The contractor shall provide recommendations for the development/execution of the Strategic Business Plan/Business Process including implementing the strategic plan, and analyses in support of teaming facilitation, organizational change management, total quality planning and management, and scenario planning. In support of organizational planning and development, the contractor shall provide recommendations and input in the form of draft agendas; draft programmatic schedules and schedule updates; and draft presentations and briefing materials. . The contractor shall provide a Status Report in accordance with (IAW) DI-MGMT-80368A, Contract Data Requirements List (CDRL) A001. (Reference SOW 2.0 and 3.5, PS5)

2.4.1 The contractor shall perform and document broad base analyses, facilitation, and assessment of the operational requirements for federated (non-integrated) modifications and their transition to organic support for sustainability. The contractor shall provide input, advice and recommendations for development/execution of the incorporation of federated modifications into the performance base logistics concepts and metrics for the Apache project office. The contractor shall provide input, advice and recommendations to facilitate data collection activities and provide reports on fleet management analysis findings and/or recommendations. The contractor shall provide a Status Report IAW DI-MGMT-80368, CDRL A0001. (Reference SOW 3.5, PS5)

2.5 International and Security Assistance Program Support. The contractor shall provide programmatic input and recommendations in the establishment of international programs to promote joint and allied cooperative programs and interoperability. The contractor shall provide input and advice for the preparation of international program related documentation, to include memoranda of agreements, memoranda of understandings, and plans. The contractor shall provide support for international meetings and international program coordinating bodies. In support of the International Apache Office, the contractor shall provide input, advice and recommendations for the development and analysis of security assistance programs to assure that program requirements are adequately planned, evaluated, presented, implemented, and supported in a cost effective and timely manner. The contractor shall provide input and recommendations for preparation of tailored AH-64E and Apache sensors requirements, procurement packages, and SOWs for FMS. . The contractor shall provide a Status Report in accordance with (IAW) DI-MGMT-80368A, Contract Data Requirements List (CDRL) A001 (Reference SOW 3.6, PS6, and 3.7, PS7)

2.6 Presentation material shall be provided in accordance with (IAW) DI-ADMN-81373, Contract Data Requirements List (CDRL) A004. Reports, Record of Meeting/Minutes shall be provided IAW DI-ADMN-81505, CDRL A006. The contractor shall submit a Status Report for this effort in accordance (IAW) DI-MGMT-80368A, Contract Data Report List (CDRL) A001. The contractor shall submit a Contractor's Progress, Status, and Management Report for this effort IAW DI-MGMT-80227, CDRL A003.

3.0 TRAVEL:

3.1 Travel to Government sites and contractor facilities in CONUS and OCONUS shall be required in performance of this PWS in accordance with the JTR. Contractor personnel performing effort under this task order shall be required to obtain and keep current a valid United States passport. Depending on travel requirements, Contractor personnel may be required to obtain an appropriate visa for the country concerned. Prior to any official travel, the contractor shall obtain written approval from the designated Contracting Office's Representative (COR). For planning purposes, it is estimated that one person for five days within CONUS will be required for the following locations and number of trips from Huntsville, AL to: Mesa, AZ, 10 trips; Washington, D.C., 5 trips; and Orlando, FL, 8 trips. Travel for OCONUS (one person/five days) is estimated as: United Kingdom, 4 trips, and the Republic of Korea, 2 trips. Trip reports are required for only that travel made without a Government representative. Trip reports shall be submitted IAW DI-ADMN-81505, CDRL A006.

4.0 SECURITY: The contractor shall provide security at a level necessary to meet the requirements of the tasks requested. The contractor's work shall not be above a classification of SECRET. Contract personnel shall retain a SECRET level clearance for the duration of the task order.

4.1 All contractor employees, including subcontractor employees, stationed or assigned on a Government facility shall comply with applicable installation, facility access procedures and local security policies (provided by the Government security personnel). Should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security processes or procedures. All contractors stationed or deployed in OCONUS contingency operations areas or designated combat zones shall, upon request, provide all information required for background checks to meet installation access requirements to be accomplished by authorized Government personnel.

4.2 All contractor employees, including subcontractor employees, stationed or assigned on Army installations, facilities, or controlled areas (to include OCONUS contingency operations areas or designated combat zones) shall complete annual Antiterrorism (AT) Level I Awareness Training and Operations Security (OPSEC) Level 1 Training.

4.3 All contractor employees, including subcontractor employees required to travel overseas as a condition of this contract will receive Government provided Anti-Terrorism Awareness Briefing specific to the destination countries.

5.0 GOVERNMENT FURNISHED PROPERTY: In order to accomplish the efforts described in this task order, the contractor will require access to the data and Government files related to the Apache Program. Onsite location of the contractor is considered to be the most cost effective for the Government. Contractor personnel located onsite will be provided with Government furnished office furniture and computers, similar to that provided Government employees.

6.0 DELIVERABLES: The contractor shall provide the following deliverables:

6.1	DI-MGMT-80368A	Status Report	CDRL A001
6.2	DI-MGMT-80227	Contractor's Progress, Status, and Management Report	CDRL A003
6.3	DI-ADMN-81373	Presentation Material	CDRL A004
6.4	DI-ADMN 81505	Report, Record of Meeting/Minutes	CDRL A006
6.5	DI-MISC-80508A	Progress Reports (Studies)	CDRL A009

7.0 ACCOUNTING FOR CONTRACTOR SUPPORT: The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this task order. The contractor is required to completely fill in all the information in the format using the following web address: <https://contractormanpower.army.pentagon.mil>. The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative; (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data; (5) Estimated direct labor hours (including subcontractors); (6) Estimated direct labor dollars paid for the reporting period (including subcontractors); (7) Total payments (including subcontractors); (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC code for each subcontractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information); (11) Locations where contractor and subcontractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website) (12) Presence of deployment or contingency contractor language; and (13) Number of contractor and subcontractor employees deployed in theater for the reporting period (by country). As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or

fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site.

8.0 PERFORMANCE OBJECTIVES/METRICS:

8.1 This performance-based service task order incorporates the following performance objectives: (1) Delivery of high quality technical performance; (2) Adherence to TO schedule, milestone, and delivery requirements; and (3) Efficient and effective control of labor resources. It is the contractor's responsibility to employ the necessary resources to ensure accomplishment of these objectives. The Government's assessment of the contractor's performance in achieving these objectives will utilize the standards, acceptable quality levels, surveillance methods, and performance incentives described in the Performance Requirements Summary matrix set forth in Appendix A. The performance incentives will be implemented via the Government's past performance assessment conducted in accordance with Part 42 of the Federal Acquisition Regulation (FAR), as applicable, and the "Task Order Performance" criteria of the annual award term evaluation, Basic BPA provision 45.

8.2. The performance objectives, standards, and acceptable quality levels shall be applied on a TO basis with performance incentives to be implemented on an annual basis. The Government will conduct informal interim counseling sessions with the contractor's Program/TO Manager to identify any active TO performance that is not meeting the acceptable quality levels. These sessions will be conducted at least on a quarterly basis in order to provide the contractor a fair opportunity to improve its performance level.

8.3 The Control of Labor Resources criteria will be reflected under the "Cost" category of the performance assessment. Although the criteria of Business Relations and Management of Key Personnel are not specifically included in the Performance Requirements Summary Matrix, the overall performance assessment will continue to include these criteria.

8.4. The contractor will be notified, in writing, of the Government's determination of its performance level for each performance objective including all instances where the contractor failed to meet the acceptable quality level.

APPENDIX A

PERFORMANCE REQUIREMENTS SUMMARY MATRIX

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD	ACCEPTABLE QUALITY LEVEL (AQL)	METHOD OF SURVEILLANCE	PERFORMANCE INCENTIVE
<p>High Quality Technical Performance</p>	<p>TO requirements met with little rework/re-performance required and with few minor and no significant problems encountered</p> <p><i>Performance meets all technical and functional requirements, and is highly responsive to changes in technical direction and/or the technical support environment</i></p> <p><i>Assessments, evaluations, analyses, recommendations, and related input are thorough, reliable, highly relevant to TO requirements, and consist of substantial depth and breadth of subject matter</i></p> <p><i>Deliverable reports contain all required data and meet all applicable CDRL requirements</i></p>	<p>Contractor delivery of products and/or services meets all TO requirements. Performance occurs with no required re-performance/rework at least 80% of time. Problems that are encountered are minor and resolved in a satisfactory manner.</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for QUALITY criteria:</p> <p><u>EXCEPTIONAL</u> <i>Performance and deliverables meet all and exceed many TO requirements. Performance delivered with no required re-performance/rework at least 95% of time; problems that are encountered are minor and resolved in a highly effective manner.</i></p> <p><u>VERY GOOD</u> <i>Performance and deliverables meet all and exceed some TO requirements. Performance delivered with no required re-performance/rework at least 90% of time; problems that are encountered are minor and resolved in an effective manner.</i></p> <p><u>SATISFACTORY</u> <i>Performance and deliverables meet all TO requirements. Performance delivered with no re-performance/rework at least 80% of time; problems that are encountered are minor and resolved in a</i></p>

				<p><i>satisfactory manner.</i></p> <p><u>MARGINAL</u> <i>Some TO requirements not met and/or performance delivered with re-performance/rework required more than 20% of time. Problems encountered were resolved in a less than satisfactory manner.</i></p> <p><u>UNSATISFACTORY</u> <i>Many TO requirements not met. Numerous re-performances/rework required. Substantial problems were encountered and inadequate corrective actions employed.</i></p>
<p>Adherence to Schedule</p>	<p>TO milestones, periods of performance, and/or data submission dates are met or exceeded</p>	<p>Contractor meets TO delivery requirements at least 80% of the time (excluding gov't caused delays)</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for SCHEDULE criteria:</p> <p><u>EXCEPTIONAL</u> <i>TO milestones/ performance dates met or exceeded at least 100% of time (excluding government caused delays)</i></p> <p><u>VERY GOOD</u> <i>TO milestones/ performance dates met or exceeded at least 90% of time (excluding government caused delays)</i></p> <p><u>SATISFACTORY</u> <i>TO milestones/ performance dates met or exceeded at least 80% of time (excluding government caused delays)</i></p>

				<p><u>MARGINAL</u> TO milestones/ performance dates met less than 80% of time (excluding government caused delays)</p> <p><u>UNSATISFACTORY</u> TO schedule/performance dates met less than 70% of time</p>
Control of Labor Resources	Contract labor mix is controlled in efficient and effective manner	Actual TO labor resource mix is maintained within 20% of originally awarded TO resource mix	Routine Inspection of TO Performance, Performance/Cost Reports, Payment Invoices	<p>Assignment of performance rating for COST CONTROL criteria:</p> <p><u>EXCEPTIONAL</u> Actual TO resource mix maintained within 10% of originally awarded TO resource mix</p> <p><u>VERY GOOD</u> Actual TO resource mix maintained within 15% of originally awarded TO resource mix</p> <p><u>SATISFACTORY</u> Actual TO resource mix maintained within 20% of originally awarded TO resource mix</p> <p><u>MARGINAL</u> Actual TO resource mix maintained within 25% of originally awarded TO resource mix</p> <p><u>UNSATISFACTORY</u> Actual TO resource mix exceeds 25% of originally awarded TO resource mix</p>