

# GLOBAL THUNDERBOLT ZEUS

ZENITH ENTERPRISE UNIFIED SIMULATIONS



X CORPS MTC HUB & SPOKE LVC BATTLE OPERATIONS HOLODECK

TACTICAL HOLOGRAPHIC UNIFIED NEXTGEN DIDACTIC EXTENDED REALITY  
BATTLEFIELD OPERATIONS LIVE TRAINING

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SPECIAL PROJECT GEMINI

SOFTWARE FACTORY

# Special Projects



GEMINI



# CUI

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**PERFORMANCE WORK STATEMENT (PWS)**

**13 June 2022**

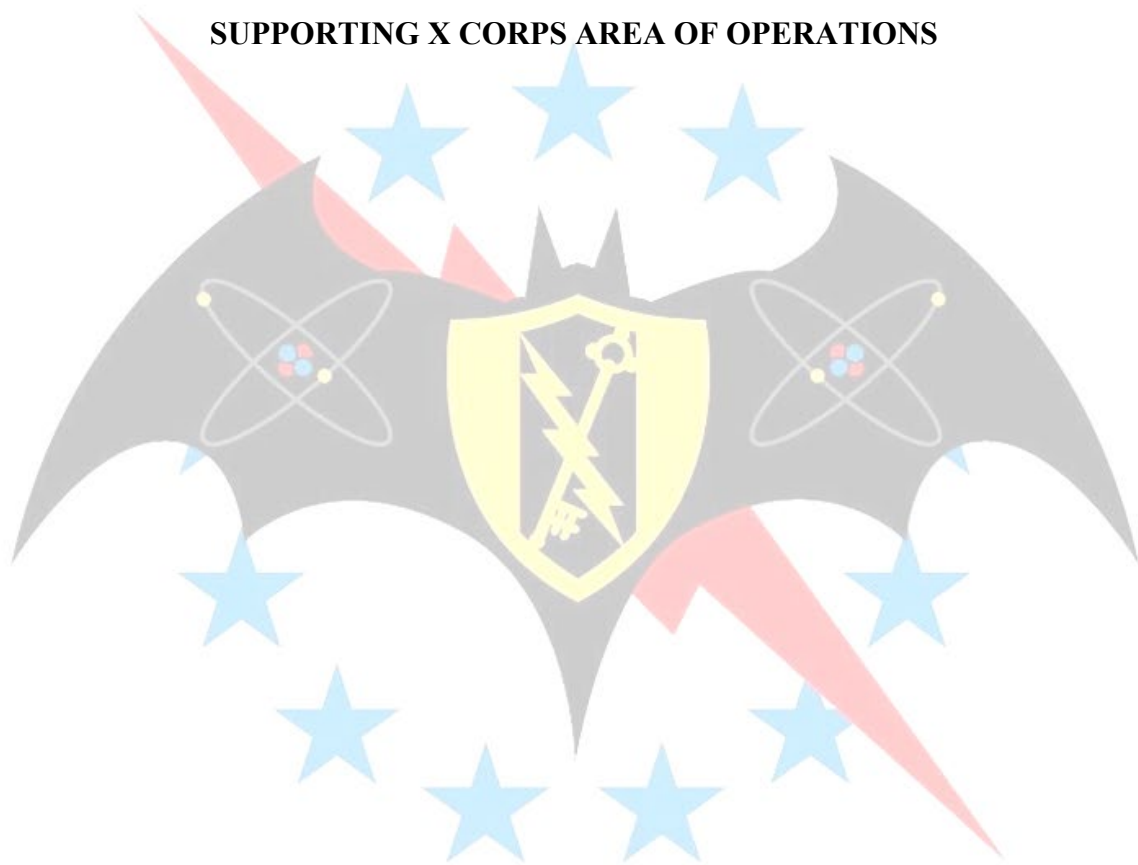
# Special Projects

**FOR**

**MISSION TRAINING COMPLEX CAPABILITIES SUPPORT (MTCCS) II**

**INSTALLATION MANAGEMENT COMMAND (IMCOM)**

**SUPPORTING X CORPS AREA OF OPERATIONS**



# GEMINI



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## SECTION 1 INTRODUCTION

**This Sample PWS is for evaluation purposes only supporting the full and open competition of the MTCCS II acquisition. Offerors will be evaluated for inclusion into the MATOC pool, consistent with the criteria in sections L and M of the solicitation. No task order will be awarded from this PWS. This is a non-personal services contract to support the Mission Training Complex (MTC) to units stationed at and supported by X Corps. X Corps is a fictional, CONUS based Hub and Spoke operation.**

**VISION STATEMENT.** The X Corps Mission Training Complex Capability Support (MTCCS) Task Order provides top-tier training for US military service members and partners at Forts Killeen, Colorado Springs, Kansas City, El Paso and Lawton.

**MISSION STATEMENT:** The X Corps MTCs provide high-quality simulation-driven training tools for Training Unit Commanders (TUC) to conduct individual, leader, and collective mission command training.

**1. INTRODUCTION.** This is a non-personal services Task Order (TO) to provide individual, leader, small unit, battle staff, and simulation-driven collective Mission Command (MC) training, technical, exercise, simulation, and organizational support for the Fort Killeen, Texas and designated spoke sites Mission Training Complexes (MTC) at Forts Colorado Springs, Kansas City, El Paso and Lawton. The Government shall not exercise any supervision or control over the TO personnel performing the services herein. Such contract service provider shall be accountable solely to the Contractor who, in turn is responsible to the Government. The Contractor shall provide all personnel, manage Government equipment, supplies, facilities, materials, supervision, and other items and non-personal services necessary to support the operation of the MTC as defined in this Performance Work Statement (PWS). The Contractor shall perform to the standards in this PWS.

**1.1. Background.** The DA G 3/5/7 has designated the MTC as the vehicle for providing individual through collective MC training across the Army. MC, as defined in Change 1 to Field Manual (FM) 3.0 Operations is intended to focus on the command activities of understanding, visualizing, describing, directing, leading, and assessing as the primary drivers of the operational process. The Army's MTCs focus on realistic and demanding training. MC focuses our support on the leadership. MC recognizes the key role played by leadership in the dynamic environment of conflict. Furthermore, the focus on "mission" type orders emphasizes to subordinate leaders the results to be attained. In order to function effectively in the Army's Unified Land Operations operating environment, these leaders must receive the best training available to enable them to successfully carry out mission-oriented orders.

**1.2. Organization.** The X Corps MTC uses the Hub and Spoke strategy. Technical Exhibit 5, "Hub and Spoke", contains a full explanation Hub and Spoke concept.



**1.3. Scope.** The scope of this PWS includes technical support and training, facilities management functions, operational activities, and logistical activities. The Contractor shall support X Corps MTC operations at Fort Killeen, Texas, and designated spoke sites MTCs at Forts Colorado Springs, Kansas City, El Paso and Lawton to include Live, Virtual, Constructive and Gaming environments in order to train Soldiers, leaders and military units. Contractor shall provide support to include individual through collective MC training, support to mission rehearsal exercises, staff planning, leader training/development, live simulations, virtual simulations, constructive simulations, Gaming-based simulations, database preparation and maintenance; scenario creation; Contractor controller training and functions; exercise controller training; simulations/simulators operation; installation and maintenance of communications lines, circuits, and equipment, network and system administration/information assurance on simulations network, NIPR and SIPR Local Area Networks (LAN), functional area research; facilities support, event scheduling, security and organizational support (including records keeping, usage reporting, SOP updates, etc.) and access control.

#### **1.4. APPLICABLE PUBLICATIONS**

**1.4.1. Location of Publications and Forms.** The Contractor shall utilize the Internet to view and print electronic versions of required publications and Forms. Fort Killeen publications can be accessed at <http://www.hood.army.mil/dhr/asd/publications.htm>. The Army Publication Directorate can be accessed at <http://www.apd.army.mil/AdminPubs/ProductMap.asp>. The most updated form or publication available on the above websites shall be used, unless otherwise directed by the COR.

#### **1.4.2. List of Publications.**

DD FORM 254	DOD Contract Security Classification Specifications, Dec 1999
DOD 5200.01 Vol 1-4 (Vol 2&3 w/Ch 2)	Information Security Program, 24 Feb 2012
DODI 5200.02 w/Ch 1	Personnel Security Program (PSP), 9 Sep 2014
DOD 5220.22-M with NISPOM w/Ch 1	Nat'l Industrial Security Program Operating Manual (NISPOM), 28 Mar 2013
DOD 5500.07-R	Joint Ethics Reg. 17 Nov 2011
DODI 8500.01	Cybersecurity, 14 Mar 2014
DODI 8510.01	Risk Management Framework (RMF) for DoD Information Technology (IT), 12 Mar 2014
DODI 8580.1	Information Assurance (IA) in the Defense Acquisition System, 9 Jul 2004
DODI 5200.40	DOD Information. Technology. Security Certification & Accreditation Process, 30 Dec 1997

DOD 5105.21-M-Vol. 1-3	Sensitive Compartmented Information (SCI) Administrative Security Manual: Administration of Information and Information Systems Security; Physical Security, Visitor Control, and Technical Security; Personnel Security, Industrial Security and Special Activities 19 October 2012
DoDD 8570.01	Information Assurance Training, Certification, and Workforce Management, 23 Apr 2007
DoD 8570.01-M w/Ch3	Information Assurance Workforce Improvement Program, 24 Jan 2012
CJCSI 6731.01C	Global Command and Control System-Joint (GCCS-J) Security Policy, 30 Oct 2010

AR 25-2 w/RAR	Information Assurance, 23 Mar 2009
IA BBP 05-PR-M-0002	Information Assurance (IA) Training and Certification ver5, 30 Mar 2012
AR 25-400-2	Army Records Information Management Systems, 2 Oct 2007
AR 190-13	The Army Physical Security Program, 25 Feb 2011
AR 190-11 (Only Available from AKO)	Physical Security of Arms, Ammunition, and Explosives, 5 Sep 2013
AR 190-51	Security of Unclassified Army Property (Sensitive and Non-Sensitive), 30 Sep 1993
AR 380-381	Special Access Programs (SAPS) and Sensitive Activities, 21 Apr 2004
AR 380-5	Department of the Army Information Security Program, 29 Sep 2000
AR 380-67	Personnel Security Program, 24 Jan 2014
DA Pam 385-40	Army Accident Investigations and Reporting, 18 Mar 2015
AR 380-53 w/RAR 17 Jan 2013	Communications Security Monitoring, 23 Dec 2011
AR 420-1 w/RAR 24 Aug 2012	Army Facilities Management, 12 Feb 2008
AR 710-2	Supply Policy Below the National Level, 28 Mar 2008
DA PAM 710-2-1	Using Unit Supply System (Manual Procedures), 31 Dec 1997
ADRP 3-0	Unified Land Operations, 16 May 2012



ATTP 4-10	Operational Contract Support Tactics, Techniques, and Procedures 20 Jun 2011
ADP 5-0	The Operations Process, 17 May 2012
ADP 6-0 w/Ch1 (10 Sep 2012) & Ch2 (12 Mar 2014)	Mission Command, 17 May 2012
ADP 7.0	Training Units and Developing Leaders, 23 Aug 2012
Fort Killeen Regulation 350-1	Training and Leader Development, 30 Mar 2009
Fort Killeen Regulation 190-11	Weapons, 31 Jul 2014
Fort Killeen Regulation 190-8	Administration and Management of Physical Security, 4 Apr 2011
Fort Killeen Regulation 350-16	Prevention of Heat and Cold injury, 26-Apr-2004
Fort Killeen Regulation 420-1	Fire and Emergency Services, 1 Sep 2007
Fort Killeen Regulation 420-27	Care, Maintenance, and Alterations of Facilities, 23 Aug 2012
Freedom of Information Act, Public Law 93-502, 5 U.S.C., Section 552	
5 USC Sec. 552 Public information agency rules, opinions, orders, records and proceedings 01/19/04	1 Feb 2010
AR 25-55	The Department of the Army Freedom of Information Act Program, 1 Nov 1997
Memorandum, Headquarters, Fort Killeen (IMSW-HOD-MWC), SUBJECT: Fort Killeen Information Assurance (IA) Personnel Requirements Policy, dated 1 JUL 2011: Network Enterprise Center (NEC) Policy #001-2011, Ft Killeen Information Assurance (IA) Training, Personnel Security Standards, and Roles and Responsibilities Policy	1 Jul 2011
Privacy Act of 1974, Public Law 93-579, 5 U.S.C. Section 552a 5 USC Sec. 552a Records maintained on individuals 01/19/04	
GFE	Government Furnished Equipment
MIL-STD-882E	Standard Practice for System Safety, 11 May 2012

## SECTION 2 GENERAL REQUIREMENTS

**2.0. GENERAL REQUIREMENTS.** This section describes the general requirements for this TO. The following sub-sections provide details of various considerations on this effort.

**2.1. Location, Hours of Work, and Installation Information.**

**2.1.1. Place of Performance.** Work performed under this TO will primarily be at Fort Killeen, TX; Fort Colorado Springs, CO; Fort Kansas City, KS; Fort El Paso, TX; and Fort Lawton, OK. Training may occur at other sites, both CONUS and OCONUS, as required to support mission requirements. Training at these other, non-X Corps MTC sites will be accomplished through a separate TO or using ODC CLIN at the Government's discretion.

**2.1.2. Period of Performance.** The period of performance is one year base period and four one-year option periods.

**2.1.3. Hours of Operation.** The Contractor is responsible for conducting business, between the hours of 0730 to 1630 Monday thru Friday except Federal holidays or when the Government facility is closed due to local or national emergencies. The MTC will not be open on Federal Holidays. Duty hours may be modified to meet operational requirements of the Government, to include extended hours beyond the normal operating hours, as well as weekend or holiday work, to support unit training requirements. The Government will provide at least a 2-week notice of extended hours that may require Contractor support. Exercise hours will vary according to the training/exercise requirements/objectives and are established on a case-by-case basis. The Contractor shall ensure flexible and cross-trained workforce that can support the training and exercise requirements without the regular use of over and above workload requests (OAWR). During large division/corps-level exercises, individual system training and/or gaming-based training may be slightly curtailed (upon Government's approval) to meet large exercise support requirements. If the Contractor determines that he cannot support the requirements with the current work force, then the Contractor shall provide an OAWR to the Contracting Officer's Representative (COR) in order for the Government to determine a course of action.

**2.1.4. Holidays** conform to section H.4.10 of the master contract.

**2.1.5. Installation Closures.** The Army generally designates the last workday prior to a holiday weekend as a training holiday for its Soldiers. Contractor employees are not excused from performing assigned work under this TO on training holidays. In situations where the facilities in which work is performed are closed and inaccessible due to Government shut down for reasons of natural disaster, military emergency, or severe inclement weather, the COR will notify the Contractor at the earliest practical date. The Government will not be liable for costs incurred as a result of natural disasters, military emergency, or severe inclement weather.

**2.2. Contractor Responsibilities.** The Contractor shall assume total responsibility for all requirements stated herein on the commencement date of the performance period. The Contractor shall perform as specified in this TO in coordination with (ICW) the COR.

**2.2.1. Work Responsibilities:** The Contractor shall perform all work and assume responsibility for planning, programing, administering, managing, and executing all functions necessary to provide the services specified in this PWS. The Contractor shall work in accordance with (IAW) this TO PWS, the Master Contract, and all applicable laws, regulations, standards, provisions, and directives. The Contractor shall ensure that all work meets the level of service, performance standards, or tolerances specified in the PWS or in applicable referenced documents. The Contractor shall provide a stable, qualified, certified, and licensed workforce during the TO period. The Contractor must at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined in the PWS. The Contractor shall provide broad based training and technical support capabilities for current and future requirements. The Contractor shall interact knowledgably and professionally with appropriate Government personnel and other Contractors. The Contractor shall demonstrate a high level of technical and management competence.

**2.2.1.1. Approach.** The Government's intent is to foster a synergistic approach that encourages sharing of capabilities (personnel, equipment, and expertise) across the entire organization between facilities on an installation and between installations within a Hub and Spoke structure to gain cost efficiencies and operational effectiveness. Technical Exhibit 2, Estimated Workload Data, depicts planned training events by type/location, while not a guarantee of future workload, and may be used for planning purposes.

**2.2.1.2. Flexible Workforce.** As workload ebbs and flows among the Hub and Spoke sites, the Contractor shall meet the requirements where they exist and provide training and technical support capabilities to meet emerging MTC requirements. ICW the COR, these shifts may involve travel costs against the ODC CLIN, however will not typically involve additional labor costs.

**2.2.2. Contractor Collaboration.** The Contractor shall collaborate with the Government and with other Contractors to execute the requirements listed in this PWS. The Contractor shall make a best effort to establish working relationships with other Industry Partners. Disputes shall be resolved at the lowest levels.

**2.2.3. Contractor Personnel Responsibilities.** The Contractor shall provide sufficient qualified personnel to execute all work requirements within established standards and timelines, and possessing the skills, knowledge, training, certifications, and licenses to satisfactorily perform the services required by this TO. Personnel performing work under this TO shall remain employees of the Contractor and shall not be considered or treated as employees of the Government. Personnel performing work under this TO shall be employees of the Contractor or Sub-Contractor and not independent Contractors (1099 employees).

**2.2.3.1. Regulations.** The Contractor employees shall observe and comply with all local and higher headquarters regulations, and procedures concerning fire, safety, sanitation, security, gratuities, flag courtesy, "off limits" areas on the installation, wearing of parts of military uniforms, and possession of drugs, alcohol, and firearms or other lethal weapons. The

Contractor shall comply with local and federal directives that establish uniform policies governing smoking and tobacco use in Department of Army facilities. The Contractor employees shall preclude waste of Government utilities by following the procedures outlined in AR 420-1 and local directives.

#### **2.2.3.2. Reserved**

**2.2.3.3. Fire Protection.** The Contractor shall comply with AR 420-90, Fire Protection, and the respective Installation Regulation 420-1, Fire Regulation, for fire protection and fire prevention.

**2.2.3.4. Accident Reporting.** The Contractor shall maintain an accurate record of accidents resulting in injury or death and accidents resulting in damage to Government property, supplies, and equipment. The Contractor shall report accidents IAW the requirements indicated in AR 385-40, Accident Reporting and Records.

**2.2.3.5. Fraud, Waste, and Abuse.** Contractor personnel shall be encouraged to be alert to and report suspected situations of fraud, waste, and abuse, or other intentionally dishonest conduct against the Government.

**2.2.3.6. Safety.** The Contractor shall comply with the provision of AR 385-10, Army Safety Program. Members of the Garrison Safety Office are authorized to visit the work site at any time to monitor compliance with the safety standards.

**2.2.3.6.1. OSHA.** The Contractor shall comply with the Occupational Health and Safety Act.

**2.2.3.7. Disclosure of Information.** The Contractor shall not release any information (including photographs, files, public announcements, statements, denials, or confirmations) on any part of the subject matter of this TO or any phase of any program hereunder without the prior written approval of the KO. The Contractor shall not access, download or disseminate any special access data (i.e. intelligence, NATO, COMSEC, etc.) that are not required for the execution of this TO. All documentation showing individuals' names or other Personally Identifiable Information will be controlled and protected. The provisions of the Privacy Act of 1974, Public Law 93-579, 5 U.S.C., Section 552a, shall apply.

**2.2.3.8. Confidentiality.** All materials provided to the Contractor by the Government and results, conclusions and recommendations obtained thereof shall be considered confidential in nature and treated with the same level of care that the Contractor treats its own confidential business information.

**2.2.3.9. Smoking and Tobacco Use.** The Contractor shall comply with AR 600-63, Controlling Smoking.

**2.2.3.10. Identification Badges.** Contractor personnel shall always wear the Contractor ID badge in a conspicuous place on the front of exterior clothing and above the waist when



performing work under this TO. Contractors may also be required to wear installation or site-specific badges (provided by the Government) for access or security purposes.

**2.2.3.11. Answering Telephones.** Contractor personnel shall identify themselves as Contractor employees when answering Government telephones.

**2.2.3.12. Utilizing Electronic Mail.** The Contractor's e-mail signature block shall identify the individual as a Contractor and include the company name together with the person's name.

**2.2.3.13. Conflict of Interest.** The Contractor shall not employ any person who is an employee of the United States Government or the Department of Defense (DoD), either military or civilian, if such employment would create a conflict of interest or be contrary to the policies contained in DoD Joint Ethics Regulation (JER), DoD 5500.7-R.

**2.2.3.14. Conduct of Personnel.** The Contractor shall be responsible for the performance and conduct of Contractor and Sub-Contractor employees at all times.

**2.2.3.15. Clothing and Appearance.** Contractor employees shall present themselves, and conduct all training, in a professional manner as to bring credit to the Government and Contractor organization. The Contractor shall ensure that all Contractor employees working under the TO maintain a neat, well-groomed appearance. The wearing of military uniform items by Contractor employees at any time while working under the TO is prohibited.

**2.2.3.16. Removal of Contract Personnel.** The Government retains the right to request removal of Contractor personnel whose actions conflict with the interests of the Government. The reason for removal will be documented in writing by the KO/COR. A removal does not relieve the Contractor from delivering full performance under the TO.

**2.2.3.16.1. Removal by the Installation Commander.** It is the Installation Commander's discretion to bar an individual from the Installation for conduct that is determined contrary to good order, discipline, or Installation security.

**2.2.3.16.2. Removal by the KO.** The KO may require the Contractor to remove from the work site any employee, working under this TO, for reason of misconduct or security. The Contractor employees shall be subject to removal from the premises upon determination by the KO that such action is necessary in the interest of the Government.

**2.2.3.16.3 Entrance Denial by Military Police.** The Contractor employees may be denied entry to the Installation by Military Police if it is determined that such entry may be contrary to good order, discipline, or the security of the Installation.

**2.2.4 Contractor Training Responsibilities:** The Contractor is required to provide a fully trained and certified workforce. The Contractor is responsible to provide training for Contractor personnel and to keep them abreast of advances in the state-of-the-art, or for training Contractor



employees on equipment, computer languages, and computer operating systems that are available on the commercial market. In the event that required training is available from the Government and there is an associated cost to the training, the Government may provide this training to the contractor and the contractor shall reimburse the Government for the cost of the training. Government provided training may occur under the following circumstances:

1. When the Government requires contractor training to meet special requirements that are peculiar to a particular Government requirement.
2. Limited training of Contractor employee(s) may be authorized when the Government determines it to be in the best interest of the Government.
3. The Government will not authorize training for Contractor employees to attend seminars, symposia, or user group conferences, unless certified by the COR that attendance is necessary for the performance of TO requirements.

#### **2.2.4.1. Reserved**

**2.2.4.2. Initial Training.** There shall be no initial technical training provided to Contractor personnel. The Contractor technical personnel shall have technical knowledge and experience with the systems described in this document.

**2.2.4.3. New Equipment Training (NET).** IAW 2.2.4, the Government may provide one-time NET in conjunction with new simulation, Mission Command systems, and/or changes to major network platforms or technology. The Contractor shall support this training at the designated site with all applicable personnel and is responsible for cross-training subsequent employees as required.

**2.2.4.4. Information Assurance (IA) Training.** The Contractor employees and associated Sub-Contractor employees shall meet all IA training and reporting requirements IAW AR 25-2 and DoD 8570.01-M, IA Workforce Improvement Program (includes IAT and IAM/ISSM Level Certification).

**2.2.4.4.1 ATCTS.** All Contractor personnel shall have an account with the Army Training and Certification Tracking System (ATCTS), <https://atc.us.army.mil>. Additionally, IAW AER 25-25, personnel must annually sign and upload an acceptable use policy (AUP) into ATCTS.

**2.2.4.4.2 IA Training.** The Contractor and its employees shall meet the Army minimum training requirements which include successful completion of DoD mandated IA training prior to access to the information system and then annually thereafter. This training is available online.

**2.2.4.4.3. IA Awareness.** All Contractor employees and associated Sub-Contractor employees must complete the DoD IA awareness training and read/sign a computer Acceptable Use Policy Agreement before issuance of network access and annually thereafter. All Contractor employees working in IA/IT functions must comply with DoD and Army training requirements in DoDI 8570.01, DoD 8570.01-M, and AR 25-2 prior to employment.

**2.2.4.5. Antiterrorism Training.** All Contractor employees, to include Sub-Contractor employees, requiring access to Army installations, facilities and controlled access areas shall complete AT Level I awareness training within 30 calendar days after TO start date or effective date of incorporation of this requirement into the TO, whichever is applicable. The Contractor shall submit certificates of completion for each affected Contractor employee and Sub-Contractor employee, to the COR within 30 calendar days after completion of training by all employees and Sub-Contractor personnel. AT level I awareness training is available at the following website: <https://atlevel1.dtic.mil/at>.

**2.2.4.6. iWATCH TRAINING.** The Contractor and all associated sub-Contractors shall brief all employees on the local iWATCH program (OPSEC training standards provided by the requiring activity ATO IAW AR 530-1, chapter 4). This locally developed OPSEC Level I training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of TO award and within 30 calendar days of new employees commencing performance with the results reported to the COR NLT 30 calendar days after TO award.

**2.2.4.7. Additional Training.** Other mandatory Government training is required to meet local, Department of the Army, and DoD mandatory training directives. This includes, but may not be limited to, the following on-line requirements: Anti-Terrorism Awareness, Phishing, Safe Home Computing, Removable Media and PED, Personal Identifiable Information (PII), Social Networking, CTIP, Threat Awareness and Reporting Program (TARP), Operational Security (OPSEC), IA, Annual Security Refresher Training, Cyber Awareness and other training as required. The Contractor shall provide to the COR copies of training and certification certificates within 10 working days of training completion or certification.

## **2.3. Management and Administration.**

**2.3.1. Contractor Management:** The Contractor shall perform continual management of the functional areas contained in this TO. A Contractor employee shall be designated to act for the Task Order Manager (TOM) when work is being performed outside of duty hours, or during the TOM's absence. Both the TOM and the TOM's designated representative shall have full authority to act for the Contractor on all Contract matters relating to daily operation of this Contract.

**2.3.1.1. Phase-In-Plan.** The Contractor shall prepare a Phase-In-Plan, and the plan shall be submitted within 15 days of task order award. The Contractor shall be prepared to assume full responsibility for all requirements needed to operate and manage this TO and shall take all actions necessary for a smooth transition of the contracted operations. The Contractor shall assume full responsibility for all work in progress on TO start date. During the phase-in period, the Contractor shall become familiar with performance requirements to commence full performance of services on the TO start date. The Government will make facilities and equipment accessible to the Contractor within the designated period prior to performance start date. During the phase-in period, the Contractor shall, at a minimum:

- Establish the Task Order Management Office
- Recruit and hire necessary personnel
- Obtain all required certifications and clearances, including personnel security clearances
- Participate in joint inventories and sign for Government provided equipment
- Attend and participate in post-award meetings as required
- Accomplish any necessary training to support the functions listed in this PWS.

**2.3.1.2. Phase Out.** The Contractor shall prepare a Phase-Out-Plan, (CDRL A006) and the plan shall be submitted to the KO/COR for approval 120 days prior to the expiration of TO. Any subsequent changes to the plan shall be submitted to the KO/COR for approval within 90 days before the TO ends. The Contractor shall retain full responsibility for meeting TO requirements until completion of the phase out period. During the last 90 calendar days of this TO, the Contractor shall provide all support to ensure a smooth transition and minimize impact on operational readiness. The Contractor shall not defer any requirements for the purpose of avoiding responsibility or of transferring such responsibility to the succeeding Contractor. The Contractor shall provide access to the sites and to all documentation during the new TO phase in period. The Contractor shall inventory all sub-hand-receipted equipment during the phase out period and update the databases. The Contractor shall certify the inventory after completion of each site inventory. The Contractor shall be responsible for replacing missing items. All phase-out deliverables shall be provided to the Government prior to the TO end. The Contractor shall also:

- Account for transition of media libraries and hardware/software transition
- Shall provide accountability and turn-in of all security cards, keys, badges, SIPR tokens, and elevated tokens
- The documentation media library shall be provided in a format usable to the Government

**2.3.1.2.1. Phase out transition conference.** The Contractor shall participate in the phase out transition conference to begin phase out planning and to address the status and issues of the transition.

**2.3.2. Contractor Responsiveness:** The TOM, or designated alternate, shall be available during all training and exercise support, or as required by the KO/COR. The TOM and any individuals designated to act in that capacity shall have full authority to contractually bind the Contractor for prompt action on matters pertaining to execution of the TO.

**2.3.3. Meetings, Conferences, and Briefings:** As directed by the COR, the Contractor shall attend, participate in, and furnish input to scheduled and unscheduled meetings, conferences, and briefings that relate to the functions and services herein as required by the Government to provide effective communication and impart necessary information. The TOM or designated representative shall attend meetings as requested by the Government. Meeting attendees shall at times include Contractor managerial, supervisory, and other personnel knowledgeable of the subject matter. Meetings may start or end outside of regular duty hours. Periodic meetings will include, but are not limited to:



**2.3.3.1. Quarterly Task Order Management Review (TMR).** The Contractor shall participate with the Government in quarterly TO management reviews. The TOM shall establish quarterly meeting schedules with the COR at the hub site and with the Government representative at spoke locations to discuss performance issues and upcoming requirements. The purpose of these meetings is to discuss progress and problems encountered in the performance of this TO. The Contractor, ICW the COR and/or Government representative, shall set the time, place, and agenda for meetings. A mutual effort shall be made to resolve all problems identified. The Contractor shall prepare and furnish minutes of these meetings to the respective Government representative and to the COR within three working days after the meeting. Both the COR and TOM shall sign the minutes (Government representative signature for spoke site). If the Contractor's performance during the previous quarter was less than the acceptable quality level, the parties shall meet at least monthly until Contractor performance is at the acceptable level.

**2.3.3.2. Weekly Resource Synch Meeting.** The Contractor shall participate with the Government in weekly resource synchronization meetings at each MTC. The purpose of these meetings is to coordinate, synchronize and gain Government approval of the usage of personnel, equipment, and facilities to support upcoming training.

**2.3.3.3. Post Award Conference/Periodic Progress Meetings.** The Contractor agrees to attend any post award conference convened by the contracting activity or contract administration office IAW Federal Acquisition Regulation Subpart 42.5. The purpose of the conference is to ensure that the Contractor is prepared to execute the work required in the X Corps MTCCS TO PWS. The Contractor shall place emphasis on its overall management and work plan, operating procedures and transition plan (if required). The KO/COR will notify the awardee of the specific date, location, and agenda of the post award conference. The conference will be used to ensure that the Government and Contractor awardee achieve a clear and mutual understanding of all TO requirements and identify and resolve potential problems. The Contractor awardee is encouraged to include representatives of any teaming sub-Contractors, although limits may be placed on the number of representatives as driven by facility accommodations. The KO, COR, and other Government personnel, as appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these meetings the KO/COR will apprise the Contractor of how the Government views the Contractor's performance and the Contractor shall apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

**2.3.3.4. Other Meetings.** The Contractor shall attend other meetings, as required, related to mission performance for the purpose of coordination and planning to include meetings associated with the Joint Event Life Cycle (JELC) for training events.

**2.3.4. Reports.** The Contractor shall submit timely and accurate reports IAW the Deliverables Schedule, CDRLs, and this PWS, to keep the Government informed on TO services and invoices for payment. Reports are made through the COR. The Contractor shall maintain complete and accurate files of documentation, records and reports.

**2.3.4.1 Critical Information Requirements (CIR).** The Contractor shall submit information on Contractor employee serious incidents within two hours of occurrence. The reports shall be submitted to the COR and the local MTC Chief. Serious incidents include, but are not limited to, death, injury, involvement in an accident, arrest or detainment, and hospitalization. The Government will provide a copy of the most recent CIR reporting format to the Contractor. The Contractor shall maintain a record of all accidents, incidents, and damage to property in their files. The Contractor shall update the COR daily on the incident until the incident is resolved and shall provide a final update on the resolution. CDRL A007

**2.3.5. Invoices.** The Contractor shall submit monthly invoices through the Wide Area Workflow (WAWF) system. To minimize invoice processing delays, the Contractor shall provide the COR with an advance copy of the invoice no later than three working days prior to its submission in WAWF and respond to COR requests for clarification or corrections. In addition to presenting the draft invoice, the Contractor shall provide supporting documentation for all travel charges (ODC). Invoices shall contain no more than one minor error per invoice posted in WAWF. A minor error is an error that doesn't change the total amount due.

**2.3.6. Data Rights:** The Government has unlimited rights to all documents/material produced under this TO. All documents and materials, to include the source codes of any software, produced under this TO shall be Government owned and are the property of the Government with all rights and privileges of ownership/copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the Contractor without written permission from the KO. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. This right does not abrogate any other Government rights.

**2.3.8. Vehicle Registration.** Vehicles entering any Government installation where services pertaining to this TO are performed shall have a valid state license. There is no longer a requirement for vehicles to be registered with the Vehicle Registration Section of the Directorate of Emergency Services (DES). State license shall be maintained current during the time the vehicle is in use on this installation

**2.3.8.1. Vehicle Operation.** Contractor personnel operating motor vehicles on the installation shall have a valid state operator's license for the category of vehicle being operated and shall comply with the installation Reg. 190-5, Motor Vehicle Traffic Code, regarding motor vehicle use on the installation. This pertains to the use of Personally Owned Vehicle (POV) or GOV by Contract personnel.

**2.3.9. Quality Control.** The Contractor shall establish and implement a thorough Quality Control (QC) Plan that identifies potential and actual problem areas in executing requirements of the TO and results in corrective action throughout the life of the TO. The QC Plan shall be submitted to the COR for approval 30 days prior to full performance and shall be updated thereafter to maintain an effective and efficient quality control program. Control measures and features defining QC activities must be specified and metrics developed to ensure adequate



program monitoring. The Government has the right to inspect all services called for by this TO, to the extent practical at all times and places during the term of the TO. The Government will perform these inspections in a manner that will not unduly delay the work. Any changes to the QC Plan shall be submitted to the COR a minimum of five working days prior to implementation. Written acceptance or non-acceptance of proposed changes will be provided to the Contractor by the COR. CDRL A005

**2.3.10. Quality Assurance.** The Government will evaluate the Contractor's performance under this TO IAW a Quality Assurance Surveillance Plan (QASP) that is tailored specifically to this TO. The QASP will be used to evaluate Contractor actions while implementing the PWS. It is designed to provide an effective surveillance method to monitor Contractor performance for each objective listed on the Performance Requirements Summary (PRS) (Technical Exhibit 1). This plan is for the Government's use and is not provided to the Contractor for any purpose. The Contractor and not the Government, is responsible for management and quality control actions to meet the terms of the TO. The role of the Government is quality assurance to ensure TO standards are achieved.

**2.3.11. Contracting Officer's Representative (COR).** The COR will be identified by separate letter. The COR monitors all technical aspects of the TO and assists in TO administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the TO; perform inspections necessary in connection with TO performance; maintain written and oral communications with the Contractor concerning technical aspects of the TO; approve OAWRs; issue written interpretations of technical requirements, including Government drawings, designs, specifications; monitor Contractor's performance and notifies both the KO and Contractor of any deficiencies; coordinate availability of Government-furnished items; and provide site entry of Contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

**2.3.12. Organizational Conflict of Interest:** Contractor and Sub-Contractor personnel performing work under this TO may receive, have access to or participate in the development of proprietary or source selection information (e.g., cost or pricing information, budget information or analyses, specifications, or work statements, etc.) or perform evaluation services which may create a current or subsequent Organizational Conflict of Interests (OCI) as defined in FAR Subpart 9.5. The Contractor shall notify the COR immediately whenever it becomes aware that such access or participation may result in any actual or potential OCI and shall promptly submit a plan to the COR to avoid or mitigate any such OCI. The Contractor's mitigation plan shall be determined to be acceptable solely at the discretion of the COR and in the event the COR unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the COR may affect other remedies as he or she deems necessary, including prohibiting the Contractor from participation in subsequent contracted requirements which may be affected by the OCI.

**2.3.13. Section 508 Requirements:** All electronic and information technology (EIT) procured through this Contract must meet the applicable accessibility standards at 36 Code of Federal Regulations (CFR) 1194, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at [http://www.section508.gov/accessible.html- Part 1194.](http://www.section508.gov/accessible.html-Part%201194)" (FAR 39.2).

**2.3.13.1 Computer Hardware, Enterprise Software and Solutions (CHESS)** is a mandatory source for commercial information technology (IT) hardware and software purchases. AR 25-1 defines an IT product as, "Any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information..." Purchases under this TO of commercial hardware and software shall be made by utilizing the CHESS contract and agreements first, regardless of dollar value unless waiver is granted IAW AR 25-1 and AFARS 5139.101-90. <https://chess.army.mil/>

**2.4. Personnel Qualifications.** The Contractor shall maintain records of employees' qualifications, certifications and licenses and ensure they remain current. The Contractor shall submit to the Contracting Officer's Representative (COR) two weeks prior to full performance, and in the monthly report (CDRL A001) thereafter a listing of qualifications, licenses, certifications, qualifications, and experience possessed by the Contractor's workforce. This list shall include expiration dates, and planned recertification dates. The list shall be complete IAW the TO requirements and the MTC systems to be operated.

**2.4.1. Training Support Leadership.** The Contractor shall provide the Training Support Leadership function on-site at each MTC during standard operating hours. The Contractor shall conduct overall scheduling, management coordination, oversee training execution, and manage Contractor continuing education training. A Contractor employee shall be designated to act as an alternate when work is being performed outside of standard operating hours or during the absence of the normally assigned individual. Historically, the task of Training Support Leadership has not required a full time individual and has been dual hatted.

**2.4.1.1 Training Support Leadership Minimum Qualifications.** The individual performing this requirement shall have completed a BS or BA degree, subject immaterial; have a background of at least eight years' experience with Military training and training support, and have completed the Army Command & General Staff College (CGSC) or Intermediate Level Education or equivalent level military schooling; have had experience in operations and training requirements at Brigade or higher level; have a minimum of five (5) years' experience with training management within an MTC or similar operation; and possess a SECRET clearance.

**2.4.2. Technical Support Team (TST) Integration Leadership.** The Contractor shall perform this task at each on-site MTC during standard operating hours. The individual performing this requirement shall possess IAT Level II Certification. The Contractor shall conduct overall management coordination for all training environment technical, networking, exercise design and required operational support. A qualified Contractor employee shall be designated to always

fulfill this leadership requirement, to include when work is being performed outside of standard operating hours.

**2.4.2.1. Technical Support Team Integration Leadership Minimum Qualifications.** The individual performing this requirement shall have completed a BS or BA degree, subject immaterial, have a background of at least eight years' experience with Military training and training support; have had experience in technical support and training requirements at Brigade or higher level; have a minimum of 8 years' experience or equivalence in integrating training environments, planning network and simulation architectures and stimulation of Army MCSs in support of unit training events and distributed exercises, and possess all required technical certifications. Must fully understand the DoD Risk Management Framework (RMF) Certification and Accreditation process and IA requirements.

**2.4.3. Network Engineer/IA Leadership.** The MTC Network Engineer/IA Leadership function is required at each MTC, and the Contractor shall perform as the overall communications architect and Information System Security Officer (ISSO) for the MTC with coordination responsibility with outside agencies and X Corps MTC sites. The Network Leadership shall create/establish communications architecture, coordinate communications plans, configure communications equipment, implement IA processes, and assist in installing equipment and circuitry in support of distributed exercises. The Network Leader coordinates all aspects of the communications architecture and exercise support plans with communications planners at other simulation facilities, the MTC, NEC, and participating tactical units. Plans include distribution of data, voice, and VTC over both LAN and WAN in both classified and unclassified modes for simulations/stimulation networks; NIPRNET, SIPRNET, and tactical networks.

**2.4.3.1. Network Engineer/IA Leadership Minimum Qualifications.** Individuals performing this requirement shall have a minimum BA or BS degree in Network Management or a related field and a minimum of 8 years' experience in Network Architecture design and implementation. Shall possess advanced planning, troubleshooting and maintenance skills on the Microsoft server platform and CISCO router, switch, and firewall configuration and SONET configuration/architecture. Will have a strong understanding of technology integration and information flow including LAN/WAN, firewalls, security, storage, and backup methodologies. Knowledge of specific product lines (Cisco, Fujitsu, Hewlett Packard, and Tripwire). Understand the RMF Certification and Accreditation process and IA requirements.

**2.4.4. Knowledge Management (KM) Specialist Services.** The Contractor shall designate an individual at the Fort Killeen MTC to perform the function of the KM Lead for the Hub and all associated spokes. Upon MTC Government staff approval, the individual will have access to and regularly work with the Installation NEC, Government sensitive data, and may be asked to represent the Government at meetings and conferences. After MTC Government staff approval, the KM Specialist is responsible for content management on the MTC Share Point portal, as well as interface with MTC Government KM Leads.



**2.4.4.1. KM Services Qualifications.** The individual performing this requirement shall have at least three years' experience working in the Microsoft SharePoint environment or similar web-based collaboration software tool(s). Have experience designing and implementation of web design, collaboration tools and content management, and possess a SECRET clearance.

**2.4.5. IEWTPT / Technical Specialist Support (TSS).** The Contractor is responsible for providing technical personnel to support to the IEWTPT within the MTCs and other training facilities/deployed sites (as required) at Forts Killeen, Colorado Springs, El Paso, and Kansas City. TSS Operators must have been qualified in an Army Military Intelligence specialty and have a functional knowledge of MI functions/operations and an understanding of network connectivity and capabilities of all Military Intelligence Systems to include how, what they can, or will provide to the overall Intelligence illustration for the Training Unit Commander (TUC). Contractors at Large MTC/Hub locations will possess TS-SCI clearances. Contractors shall be proficient in the assembly operations and use of HCC related hardware, software and supporting equipment.

**2.4.5.1. IEWTPT / TSS Qualifications.** The individual performing this requirement shall have experience within the Intelligence Warfighting Functional Area with background in one or more of the Intel systems associated with the IEWTPT system. TSS operators shall have experience within the Intelligence Warfighting Functional Area and have actively worked within the Intelligence Community (IC) in one of these occupational specialties: IMINT, SIGINT, GEOINT, HUMINT or All-Source Intelligence (preferred) with background in one or more of the Intel systems associated with the IEWTPT system: the Tactical (or Common) Ground Station, the Distributed Common Ground System-Army (DCGS-A) {"family of systems"}, Prophet, GuardRail Common Sensor (GRCS) or the Tactical Exploitation System (TES). Contractors shall have a good working knowledge of all aspects of Military Intelligence functions/operations, ISR mission requirements, training, and planning, along with a knowledgeable understanding of connectivity and capabilities of all Military Intelligence Systems to include how, what they can, or will provide to the overall Intelligence illustration for the TUC to engage the battles.

**2.4.5.1.1 IEWTPT Technical Support Leadership Qualifications.** The individual performing this requirement shall possess a minimum of ten years of experience in the Intelligence field, a minimum of a bachelor's degree (waiverable with experience); and successfully served as a brigade S2 or as an Intelligence Analyst in the grade of CWO3/4 or equivalent positions (MI MAJ, SFC, CW2, or higher) within the DoD Intelligence Community. Service at a National Intelligence Agency, Corps, or Division (or equivalent) level is preferred.

**2.4.5.1.2 IEWTPT Technical Support Workforce Qualifications.** The individual performing this requirement shall be qualified in one of the MI occupational specialties or career fields and possess a minimum of five years of experience in the Intelligence field; a minimum of some college; and successfully served on a division or brigade G2/S2 staff or equivalent within the DoD Intelligence Community

**2.4.6 Exercise Planning.** The Contractor shall provide exercise planning support at Forts Killeen, Colorado Springs, Kansas City and El Paso. The Contractor shall provide subject matter expert support in all phases of exercise planning and the development and implementation of an effective, reliable, exercise program that will be systematically and periodically updated. The Contractor shall plan exercises and meet all requirements in in the JELC and IAW CJCS Guide 3501, The Joint Training System, A Primer for Senior Leaders.

**2.4.6.1 Exercise Planning Qualifications.** The individual performing this requirement shall have completed a BS or BA degree, subject immaterial, have a background of at least eight years' experience with Military or DoD and two years' experience with exercise planning using the JELC process. Historically, exercise planners are experienced in large constructive exercises and implementation of LVC-IA, multi-domain events. Ideally, these personnel are usually former FA57 qualified or have demonstrable experience in operational planning and simulations using ERF, MRF or OneSAF and stimulating MCS. They should have a strong understanding of the LVCG concepts.

**2.4.7. Technician Certification and Levels** – All technicians shall be certified to operate Government owned network equipment. Definitions of IAT I, IAT II and IASO/ISSO/IA/ISSM are per DoD 8570.01, DoD 8570.01-M, 8140.01, and AR 25-2. All Technical personnel shall be appropriately certified by their employer to conduct work at required IAT levels with a window of no more than six months after employment for new or reassigned personnel to gain appropriate certifications. The following qualifications/certifications are required to perform under this TO for all personnel serving as systems administrators (SA), network administrators (NA) and managers of personnel serving as SA and NA.

**2.4.7.1. Technical Levels:** The Contractor shall provide individuals with appropriate baseline and computing environment certification or certificate of training for the operating system(s) and/or security related tools/devices they support as required by the current version of DoD 8570.01-M or replacement.

**2.4.7.1.1. Technical Level I (IAT-I):** System Administrator (SA)/ Network Administrator (NA)/IA Network Manager (IANM)/IA Network Officer (IANO) and other associated IA titles working IAT-I functions must complete the qualification requirements within 6 months of IA appointment. Complete all Army e-Learning Program minimum training requirements prior to enrollment in an Army IT/IA schoolhouse, Army Mobile Training team (MTT) IA course and/or vendor specific IA training hosted by the Army. AR 25-2 for Information Technology level requirement.

**2.4.7.1.2. Technical Level II (IAT-II):** System Administrator (SA)/ Network Administrator (NA)/IA Network Manager (IANM)/IA Network Officer (IANO) and other associated IA titles working IAT-II functions. Complete the qualification requirements within 6 months of IA appointment. Complete all Army e-Learning Program minimum training requirements prior to enrollment in an Army IT/IA schoolhouse, Army MTT IA course and/or vendor specific IA



training hosted by the Army. IANM and IANOs manage groups of networks below the Army Command level. SA and NAs manage the Information Systems. See AR 25-2 for Information Technology level requirement.

**2.4.7.1.3. Management Level I (IASO/ISSO/IAM/ISSM-I):** Complete qualification requirements within 6 months of IA appointment. Complete all Army e-Learning Program minimum training requirements prior to enrollment in an Army IT/IA schoolhouse, Army Mobile Training Team (MTT) IA course and/or vendor specific IA training hosted by the Army. Contractors cannot fill IAM/ISSM positions at the Major Subordinate Command (MSC) and Installation levels, (25-2, paragraph 3-3f). See AR 25-2 for Information Technology level requirement.

**2.4.7.1.4. Individual MCS (MCS) Instructor Requirements.** The Contractor shall ensure instructors are certified and current with Army training doctrine. The Contractor shall ensure that each instructor has at least two years MCS teaching experience; has served as assistant instructor for the same courseware; has completed a course of study leading to a minimum of experience with Army MCSs and software systems and has completed a formal course of study in the subject(s) to be taught; be a subject matter expert who has operated the system under instruction; and has experience of not less than four (4) years' service in or support to the Army or other national defense service. The Contractor shall provide an initial plan outlining a comprehensive instructor training and certification program as part of the proposal. This program shall address their plan for cross training for all personnel and their plan to ensure all employees remain operationally and doctrinally relevant.

**2.4.7.1.5. Digital Master Gunner Course (DMGC) Instructor Requirements.** Instructors require training as defined in paragraph 2.4.7.1.4 and must have successfully completed the DMGC resident course at Fort Leavenworth within the past three years.

**2.4.7.1.6. VTC Support:** Individuals performing this requirement shall have Training/education in Video Production or a related technical discipline, or the equivalent combination of education, technical certifications or training, or work experience. Minimum of five years of related experience in support and troubleshooting of videoconferencing and audiovisual technology. Extensive knowledge with demonstrated experience in Webcasting and Streaming Video systems using today's latest technology. Experience working in a dynamic environment and producing quality work to demanding timescales. Strong knowledge with demonstrated experience using VTC Codec's, VTC Enterprise components, Video Streaming appliances. Contractor shall be familiar with all new current Army and Joint regulation and publications prior to employment.

**2.4.7.1.7 Collective Training Lead.** The Contractor shall provide the Collective Training Support Leadership function on-site at each MTC during standard operating hours. The Contractor shall plan and conduct MC staff training events that replicate a realistic training environment that encompasses the dimensions and complexities of Unified Land Operations (ULO).

**2.4.7.1.7.1 Training Support Leadership Minimum Qualifications.** The individual performing this requirement shall have completed a BS or BA degree, subject immaterial; have a background of at least eight years' experience with Military training and training support, and have completed the Army Command & General Staff College (CGSC) or Intermediate Level Education or equivalent level military schooling; have had experience in operations and training requirements at Brigade or higher level (required); former battalion or brigade commander (required); and possess a SECRET clearance

**2.5. Key Personnel.** "Key Personnel" is defined as those Contractor personnel who are recognized by the Government and Contractor as essential to the successful completion and execution of this TO. The following personnel are considered key personnel by the Government:

Title	Location	Clearance
Task Order Manager	Killeen MTC	Secret
Site Manager	All MTCs	Secret

**Table 2.5. Key Personnel**

**2.5.1. Task Order Manager.** The Contractor shall provide a full-time, on-site, dedicated TOM at the Hub (Fort Killeen) that is fully qualified and has the corporate decision-making authority to respond to effectively and rapidly TO requirements. The TOM shall be the principal point of contact with the KO and COR for all technical requirements in the TO and the supervisor for Contractor employees assigned to this TO. The Contractor shall provide the COR with an appointment letter that instills the TOM with full authority to commit the Contractor on matters concerning the TO including negotiating and approving changes to the TO, taking all actions necessary to ensure TO compliance and proper performance of all work assigned, and authority for managing on-board personnel, and acquisition of additional or replacement personnel as needed. (CDRL A008) This letter and the TOM's contact information shall be provided to the COR on the first day of Phase-in. The TOM shall be available during normal operating hours within 45 minutes of notification to meet in person or by phone with the Government site leads, and/or the KO/COR. The TOM's primary place of duty is at the Fort Killeen MTC.

**2.5.1.1. Manager Minimum Qualifications.** The TOM will have completed a master's degree in Management, Business Administration, Computer Science, Mathematics, or related discipline with five years of experience in the management of projects or programs of similar size, scope and complexity or a bachelor's degree in Management, Business Administration, Computer Science, Mathematics, or related discipline with eight years of experience in the management of projects or programs of similar size, scope and complexity. TOM will also have a minimum of ten years of experience in support project/study management, have completed a Senior Service College (SSC) (preferred) or equivalent level military schooling, and served as a battalion or brigade commander (required). At least eight of those ten years shall have been as upper-level management. The TOM must also have a minimum of two years of experience in managing an office executing a variety of contracts covering multiple functional areas. Recent MC training at

Battalion command level or higher; in-depth knowledge of virtual training simulators; and constructive simulations and gaming experience are preferred.

**2.5.2. Site Manager (SM).** Contractor shall designate a Site Manager (SM) for each installation MTC who is responsible for the performance of work at that installation and has appropriate corporate decision-making authority to effectively respond to TO requirements. SMs shall work collaboratively and in concert with the Hub TOM and the installation MTC Chief in direct support of the training and technical missions. All SMs performing work under this TO shall be accountable to the TOM. SMs shall be available during normal operating hours within 45 minutes of notification to meet in person or by phone with the Government site leads, and/or KO. The duties of the Site Managers are not envisioned to be full time, therefore anticipate the Site Manager will be dual hatted in another functional task area.

**2.5.2.1. Site Manager Minimum Qualifications.** The On-Site Manager at each of the MTCs shall have completed a BS or BA degree, subject immaterial; have a background and experience with Military training and training support; have had experience in operations and training requirements at division or higher level; have a background in training management; have a full understanding of the Army Mission Command Training Support Program (MCTSP); possess a minimum of ten (10) years of supervisory experience; possess a SECRET clearance; served as either a battalion or brigade commander or S3; and have completed the Command and General Staff College or equivalent level military schooling. The alternate site manager does not need the same qualifications as the On-Site Manager but must be able to make decisions as the On-Site Manager in his/her absence.

**2.5.3. Key Personnel Replacement and Substitution.** The Government reserves the right to direct the removal of any key individual assigned to this TO. The Contractor shall notify the KO/COR immediately of any changes in key personnel and follow up in writing within 24 hours of identifying a need to replace/substitute either a TOM or a Site Manager.

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# Special Projects



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### SECTION 3 PERFORMANCE REQUIREMENTS

**3.0. General.** The Contractor shall provide MC training, technical, exercise, simulation, and organizational support for Forts Killeen, Colorado Springs, Kansas City, El Paso and Lawton IAW this TO PWS. The Contractor shall provide effective training and training support per Army standards in work cells, classrooms, Reconfigurable Tactical Operations Centers (RTOCs), and other live, virtual, and/or constructive settings within the Integrated Training Environment (ITE). The Government's intent is to foster a synergistic approach that encourages sharing of capabilities (personnel, equipment, and expertise) across the entire organization—between facilities on an installation and between installations within the Hub and Spoke to gain cost efficiencies and operational effectiveness. Technical Exhibits 2, 3, and 4 (Historical Workload Data, Estimated Workload Data, and Historical Data) depicts planned training events by type/location and shall be used as a guide to determine future training requirements.

Specific tasks are divided into seven separate major task areas. They are:

- 3.1 Day-to-Day Operations
- 3.2 Individual Mission Command Information System (MCS) Training
- 3.3 Small Event Unit Training
- 3.4 Medium Event Training
- 3.5 Large Event Training & Exercises
- 3.6 Surge Support
- 3.7 Technical Support

**3.1. Day-To-Day Operation.** The Contractor shall provide an effective day-to-day management and operation to ensure that all requirements at all sites (Killeen, Colorado Springs, Kansas City, El Paso and Lawton) are accomplished IAW the TO PWS throughout the life of this TO. Daily Operations are those functions inherent to each MTC and the broader hub and spoke network that occur to support training but do not include training. These tasks include:

- 3.1.1 Task Order Management
- 3.1.2 Knowledge Management
- 3.1.3 Operational Support
- 3.1.4 Property Accountability
- 3.1.5 Facilities Support
- 3.1.6 Security Management
- 3.1.7 Systems Administration
- 3.1.8 Scenario Development

**3.1.1. Task Order Management.** The Contractor shall provide the overall management and administrative effort necessary to ensure that the requirements of this TO are accomplished IAW the TO PWS during the life of this TO. The Contractor shall provide complete TO Management support that fully integrates, manages, controls, and documents all the PWS requirements. The Contractor shall exercise proactive management policies and procedures which include maintaining an adequate work force for the uninterrupted performance of all tasks defined in this



PWS, minimizing personnel turnover, and ensuring Contractor personnel are fully qualified to perform the duties of this TO. The TOM shall be the focal point for all issues in this TO effort and shall keep the Government fully informed, both verbally and in writing.

**3.1.1.1. Qualifications.** The TOM shall ensure that all personnel working under this TO possess the required skills, certifications, relevant experience and qualifications to perform the requirements of this TO, and meet applicable industry and Government standards for their positions and report this monthly in CDRL A001.

**3.1.1.2. Task Order Management Reviews (TMR).** The Contractor shall attend and participate in quarterly TO management reviews with the MTC Chief and KO/COR to discuss status of the TO staffing, training, invoicing, cost control, and visibility on the progress, performance, and status of Sub-Contractors and other matters related to TO management.

**3.1.1.3. Program Management Support.** The Contractor shall assist the MTC Government staff in planning, scheduling, and controlling the resources allocated to meet the requirements of the TO. The Contractor shall prepare and submit to the COR a monthly Contract Funds Status Report (CFSR) no later than five working days after the end of each month. CDRL A002

**3.1.1.4. Annual Training.** The Contractor shall develop (and submit to the COR no later than 30 working days after TO start date) a Contractor Training and Certification Plan and maintain the program to conduct annual refresher training for all MTC Contractor personnel to maintain doctrinal and operational proficiency and to maintain technical and training certifications. Monthly updates to this plan will be submitted as part of the monthly report CDRL A001.

**3.1.1.5. Monthly Report.** The Contractor shall develop a format for a monthly report and submit it to the Government for approval. Information shall include a brief summary of accomplishments, significant events, current or anticipated, problems, a brief summary of activity planned for the next reporting period along with a roll-up of the status of outstanding Technical Incident Reports, training planned (Government provided) compared to training executed, training planned but not conducted, number of units trained, number of Soldiers trained, pass/fail numbers by course, exercise events supported, upcoming events for the next three months, Contractor personnel status, travel completed, travel projected for the next month, T&M burn rate update, names and hours of personnel charging against the TO, other training related activities in the MTC, and visibility on the progress, performance, and status of Sub-Contractors. The monthly report will also include personnel roster with Sub-Contractors including all relevant technical certifications, dates, recertification requirements, recertification and training schedule, and any other relevant information. The Contractor shall submit a monthly report to the COR by the fifth working day of the following month. CDRL A001

- 1) Contractor's name and address.
- 2) Contract number.
- 3) Date of report.
- 4) Period covered by report.

- 5) Man-hours by labor category, labor funds expended for the reporting period, and other direct cost expenditures cumulatively during the TO.
- 6) Cost incurred for the reporting period and cumulative contractual expenditures as of report date.
- 7) Outstanding or anticipated issues/delivery order or project risks, problem items, schedule problems, and recommendations for improvements.
- 8) Trips taken, indicating significant results.
- 9) Identification of and plans for activities in the following reporting period.
- 10) Detailed usage report of training accomplished during the current period.

**3.1.2. Knowledge Management (Fort Killeen Only).** The Contractor shall:

**3.1.2.1. KM Support.** Assist the Fort Killeen MTC Simulation Officer in designing, implementing, and maintaining Hub and Spoke-wide MTC KM systems, processes, and portal that will serve two primary audiences. First, it will assist TUCs and their Soldiers who will use our services to execute Mission Essential Task List (METL) MC training. As part of this portion of the portal, the Contractor, with Government approval, shall create a site that provides a capabilities overview, exercise development products and tips, scheduling, contact information lists, and any other information the Government deems necessary. The second audience to be served by the portal will be the MTC work force. This portion of the portal will include Programs of Instruction (POIs), Training Support Packages (TSPs), Master Scenario Event Lists (MSELs), instructor certification programs, Standard Operating Procedures for the Government and contract staff, and any other information the Government deems necessary. The portal will meet all DoD policies and regulations, Network Enterprise Center (NEC) policies, the standards and regulations outlined in AR 25-2, and local policies. Access to the portal will require users to have a Common Access Card (CAC) or Army Knowledge Online (AKO) credentials.

**3.1.2.1.1. KM SOP.** ICW the MTC Government staff, create and/or maintain the MTC's detailed KM SOP. KM SOP shall be submitted to the COR within 30 days of full performance.

**3.1.2.2. SharePoint.** Maintain the MTC SharePoint websites, which are accessible to unclassified users via the Government-provided internet Non-classified Internet Protocol (IP) Router Network (NIPRNET) and features a public, and a MTC staff only side both of which are CAC and AKO password protected and searchable via standard internet search engines.

**3.1.2.3. Archiving.** Maintain and archive MTC historical (Event, Calendar, and Usage) data.

**3.1.2.4. Manage Information Storage.** Ensure all current and future processes are accessible to the Government via the KM SharePoint MTC Net website. Provide support to maintain Contractor access to Global Content Delivery Service (GCDS) MTC storage for the upload of Leader Training Video and MTC content.

**3.1.2.5. Manage Information Access.** Establish and maintain a procedure for granting website read or write access to the MTC Contractor/Government staff only side.

**3.1.2.6. Build and Maintaining Web Pages.** Establish and maintain MTC section web pages and SharePoint site and provide content management. Contractor shall ensure content is current and relevant 95% of the time. This includes, but not limited to, SharePoint web part development meant to improve KM processes and procedures.

**3.1.2.7. Conduct KM training** as required ensuring the MTC staff (Government/Contractor) is current and relevant on the MTC KM website and how to best facilitate its use.

**3.1.3. Operational Support.** The Contractor shall provide operational and organizational support necessary to meet the needs of the TO.

**3.1.3.1. Briefings and Demonstrations.** The Contractor shall assist the MTC staff in developing and presenting briefings and demonstrating capabilities of various systems, models, and simulations (M&S), and training capabilities for Government-designated officials, groups, and individuals. Demonstrations include facility walk-through, narration, equipment demonstration, and current exercise status. Contractor developed briefings shall be delivered to the Government five days prior to the scheduled briefing date for review and approval by the Government and shall not include any company names or logos.

**3.1.3.2. Prepare/Update Standard Operating Procedures (SOPS).** The Contractor shall assist the Government in developing and updating standard operating procedures (SOP) addressing key control, property accountability, IA, physical security, document security, facility support, and other operational tasks as directed by the COR.

**3.1.3.3. Records Keeping Maintenance.** The Contractor shall maintain and support the maintenance of accurate files of documentation, records, and reports required under the terms of this TO IAW AR 25-1, Army KM and Information Technology Management, AR 25-400-2, Army Record Information Management System. The Contractor shall not allow access to any files by any Government agency, non-Government agency, or individual unless specifically authorized by the COR.

**3.1.3.4. Scheduling, Enrollment, And Training Calendar Maintenance.** The Contractor shall develop and maintain a master event calendar showing all individual and collective training events and exercises including individual, staff and unit levels (CDRL A016). Technical Exhibit 9 includes a Master Event Calendar Screen Shot. This calendar shall display all Hub and Spoke events and be disseminated electronically. The Contractor shall maintain and develop new pages/changes for websites at the Hub. Calendar information shall be kept current and updated daily or more frequently as necessary. Electronic media shall be maintained IAW all local, Department of the Army, NETCOM, and other installation specific guidance.

**3.1.3.4.1. Scheduling.** The Contractor shall:



**3.1.3.4.1.1.** Be responsible for scheduling and unit coordination for all MTC training and non-training events and facilities for approval by the COR.

**3.1.3.4.1.2.** Maintain a Master Training calendar(s) or training calendars (Outlook, SharePoint, current KM tools) to schedule and track the usage of all MTC facilities and space including but not limited to the following: training and non-training events; facility use; VTCs; all virtual simulators (both present and future systems) and simulations; TOC pads; briefings and tours.

**3.1.3.4.1.3.** Incorporate/establish processes to receive training/non-training requests, track received requests by type and category, and post scheduled events onto the calendar/calendars. Ensure the calendar/calendars are current and up-to-date and display the most current data.

**3.1.3.4.1.4.** Incorporate/establish processes for posting and tracking all training and non-training requests within one business day of receipt and provide feedback to the customer acknowledging receipt.

**3.1.3.4.1.5.** The Contractor shall enroll eligible Soldiers and DoD Civilians into local MTC provided courses following priorities established by the Government.

**3.1.3.4.1.6.** The Contractor shall update (semi-annually) the MTC “Warfighter Catalog” which details all individual, collective, and virtual/Gaming training capabilities and POCs within the respective MTC (CDRL A010). The current Warfighter Catalog is included at Technical Exhibit 8.

**3.1.3.4.1.7.** The Contractor shall prepare quarterly training statistics (NLT 10 working days past the end of the quarter) at each location and provide a consolidated copy to the COR and Fort Killeen MTC Chief. CDRL A011

**3.1.3.4.1.8.** The Contractor shall provide and collect customer feedback forms at the conclusion of training and non-training events and report trends to the Government. The purpose of this feedback is to ensure the MTC is providing the best service possible to our customers. The format used to capture feedback shall include but is not limited to the following: satisfaction with the facilities; satisfaction with the service/class provided; satisfaction with the instructor; and a remarks section appropriate for recommendations for ways to improve facilities/services/classes and for recognizing outstanding people or services provided. The trend report shall be submitted to the COR within 5 days following completion of exercise or event.

**3.1.3.4.1.9.** The Contractor shall establish and execute a process for notifying the COR when a unit scheduled for training fails to report (referred to as a “no-show”) for training within 30 minutes from the start of scheduled training. CDRL A012

**3.1.4. Property Accountability.** In cooperation with the MTC Government staff, the Contractor shall assist the Government in maintaining a standard operating procedure for property



accountability. The Contractor at Forts Killeen, Colorado Springs, Kansas City, and El Paso shall maintain inventories of equipment to ensure tracking property down to the user level, submit lists of supplies and equipment required to execute the mission, assist in the ordering process, and properly account for and store items upon receipt, including physical disposition of materials and supplies.

**3.1.4.1. Supply Actions.** The Contractor shall understand and comply with Army Property Accountability and Supply Procedures to support MTC operations to include supply actions for other MTC tenets on those sites.

**3.1.4.2. Inventories.** The Contractor shall account for property IAW AR 710-2-1 and at a minimum, account for 10% percent of the property per month IAW Installation Property Book Officer (IPBO) guidance. Inventory report shall be submitted to the COR by the 5<sup>th</sup> of each Month. CDRL A013

**3.1.4.3. Equipment Management.** Maintain records of scheduled maintenance, inspections and inventories conducted. The Contractor shall establish and implement a process for managing property to include, accounting for, assigning responsibility as necessary, and safeguarding all supplies. The Contractor is required to move equipment and furniture to facilitate the setup of training areas.

**3.1.4.4. Equipment Deficiencies and Repair–** The Contractor shall report equipment deficiencies to the COR within 24 hours of discovery/notification. The Contractor shall notify the Government when equipment repair or maintenance is required. The Contractor shall submit work orders/service requests, track request status, and report completion to the COR.

**3.1.5. Facilities Support.** In cooperation with the MTC Government staff, the Contractor shall maintain the standard operating procedures addressing facility support. The Contractor shall check the facility (both inside and outside) for cleanliness, maintenance, and safety issues and report to the COR. The Contractor shall submit lists of supplies and equipment for Government approval that are required to execute the mission, assist in the ordering process, and properly account for and store items upon receipt, including physical disposition of materials and supplies.

**3.1.5.1. Facilities Maintenance.** The Contractor shall assist the Government in maintaining facilities. The Contractor shall adhere to all established Government SOPs. SOPs include but are not limited to facility maintenance, HAZMAT, fire safety and OSHA.

**3.1.5.2. Facility Deficiencies.** The Contractor shall report facility deficiencies to the COR within 24 hours of discovery/notification.

**3.1.5.3. Facility Repairs.** The Contractor shall notify the Government when facility repair or maintenance is required. The Contractor shall submit work orders/service requests, track request status, and report completion to the COR.

### **3.1.6. SECURITY MANAGEMENT.**

**3.1.6.1. Information Systems Security Compliance.** The Contractor shall provide sufficient trained and certified Network and Systems Administrators (NA/SA), ISSM/ISSO to ensure that all systems are compliant with local and Army regulations and policies, and comply with all accreditations requiring routine and periodic training, testing, and reviews. HBSS is a requirement within the MTC Accreditation Boundary. Contractor shall be responsible for Installing, operating and maintaining the Host Based Security System at the Hub and Spoke sites and will assist the sites in coordinating the fielding of the equipment (if equipment has not yet been fielded); administers, monitors, and supports Information Assurance (IA) policy and guidance by the implementation of IA technologies; and administering IA programs such as INFOCON and the Federally Mandated, Risk Management Framework (RMF) Reviews certification and accreditation documentation to ensure that it is compliant with RMF standards. Since the MTCs are not connected to a live network, each site will be responsible for maintaining their own ePO (electronic policy organizer) and will be responsible for the documentation, manual patching/updating of the equipment and other required IA maintenance as it pertains to RMF. Completion of actions shall be reported to the IMO as directed by DA programs. The Contractor shall comply with all DoD, DA, Command, and local IAW/ISSM instructions and regulations. These include but are not limited to: DoDD 5200.1-R (Information Security Program), AR 25-2 (Chapter 2), AR 25-1, AR25-2, DoD 8570-1, and BBP05-PR-M-0002 and AR 350-53 (System Security Monitoring). The Contractor shall ensure compliance with Risk Management Framework (RMF) and other regulations to ensure data security.

**3.1.6.1.1. Refresher Training.** All Contractor personnel shall complete annual refresher training on computer system security awareness and sign an Acceptable Use Policy.

**3.1.6.1.2. IA Certifications.** The Contractor shall be responsible for acquiring and maintaining appropriate industry standard certifications to meet Department of the Army (DA), RMF, and other administrative requirements from a local / site perspective.

**3.1.6.1.2.1. Network Accreditation.** The Contractor shall provide all required functions, documents and reports required by RMF to certify and accredit networks to include a Systems Security Authorization (SSAA) for each permanent simulation training network, Authority to Operate (ATO) for permanent networks, and Interim Authority to Operate (IATO) for temporary networks are completed on time and to standard.

**3.1.6.1.2.2. Network Operation.** The Contractor shall ensure all requirements are met to allow Government accreditation and certification of all networks. Contractor shall ensure that networks are certified, and that all internal and external communications are operated and

maintained IAW approved standards and regulations (AR 25-2 and local installation Network Enterprise Center (NEC) policies).

#### **3.1.6.1.3. Reserved**

**3.1.6.1.4. Data Security.** The Contractor shall ensure that data security on Government networks, including data retrieval, transmission, and storage is conducted IAW applicable Government standards to ensure that data transmission and storage are secure and free from unauthorized access IAW AR 380-5 and AR 25-2.

**3.1.6.1.5. Security Plan.** The Contractor shall ensure accreditation and connectivity of all networks are maintained. The Contractor shall ensure that all standard and non-standard systems have a security plan/accreditation as identified in DoDI 8500.01 and DoDI 8510.0. The plan shall display that the proper “Designated Approving Authority” (DAA) has approved and accepted any risks identified in the plan. No network connectivity will be granted until this task is completed.

**3.1.6.1.6. COMSEC Handling.** The Contractor shall pick up, handle, transport, install, inventory, store, and destroy COMSEC equipment, devices, and keying material IAW all DA and National Security Agency (NSA) procedures and regulations, when and as required. The Contractor shall maintain COMSEC safes for the Government as needed at each installation.

**3.1.6.1.7. Access Control.** The Contractor shall assist the Government in access control to all MTC facilities. This includes but is not limited to the following: verify clearances through JPAS of all individuals requiring access to MTC facilities requiring a valid clearance; issue badges IAW MTC Physical Security SOP; provide access to facilities; monitor who was granted access to MTC facilities and their clearance levels.

**3.1.7 System Administration.** ICW the installation NEC, the Contractor shall provide technical support of administrative systems and network support of administrative networks. Technical support of administrative networks requires IA and system administrators who must meet and maintain all required certifications as set forth in DoD 8570.01, AR 25-1, AR 25-2, NIPR, SIPR, SIM LAN and MCS.

**3.1.7.1. System Management.** The Contractor shall provide systems management support to the MTC to ensure that all internal and external communications are operated and maintained IAW DoD approved standards and regulations. System management functions include, but are not limited to installing software, managing user accounts, constructing communication files, conducting and archiving backup files, recovery, maintaining the technical library, secure operation and storage of encryption devices, and tuning systems parameters for optimal functioning.

**3.1.7.2. Configuration Management.** The Contractor shall participate and provide information to the Government on Configuration Management of systems and software as well as participate



in MTC Configuration Management Boards both internally and with external parties, such as the National Simulations Center and Army Fielded System Program Managers.

**3.1.7.3. Technical Assistance.** The Contractor shall provide onsite technical assistance and customer support during normal duty hours or during Government approved extended hours. This support provides the first line of communication and response to the MTC NIPR and SIPR Networks end user on issues ranging from network connectivity to desktop support. Classified and unclassified user issues shall be addressed by one help desk/customer support center. User community calls/web-based trouble tickets to the system administrator's average about 4 to 8 per day.

**3.1.7.3.1.** The Contractor shall provide NIPR and SIPR imaging capability using the most current Army Gold Master (AGM) build.

**3.1.7.3.2.** The Contractor shall coordinate Network Enterprise Center (NEC) support through the REMEDY Work Order system for NEC support when required.

**3.1.7.4.** The Contractor shall respond to help desk inquiries within one (1) hour of receipt and provide diagnosis of problem within two (2) hours. All requests that require NEC support shall be submitted in REMEDY within two (2) hours.

**3.1.7.5. Network Management.** The Contractor shall:

**3.1.7.5.1.** Establish and maintain training and exercise networks for both local area and wide area networks (LAN and WAN).

**3.1.7.5.2.** Configure training areas (classrooms, reconfigurable tactical operation centers, exercise areas, work cells). Operate both the local and wide area networks.

**3.1.7.5.3.** Ensure the simulations and training networks are operational 98% of the time during training and exercises (98% of the time excludes scheduled downtimes, system and software upgrades, and network problems caused by elements outside line of demarcation). Report any system downtime, with causes and resolution to the COR and MTC Chief within 2-hours of system failure. CDRL A014

**3.1.8. Scenario Development.** The Contractor shall:

**3.1.8.1.** Provide scenario development and related support at Forts Killeen, Colorado Springs, Kansas City, Lawton, and El Paso. Sustain a TRADOC compliant/certified Decisive Action Training Environment (DATE) or follow-on, with valid home-station based Scenarios, OPORDs, and OPFOR structures.

**3.1.8.2.** Conduct initial Data mining; Create Scenario Library; Distribute Scenario Library Menu. Contractor shall collect existing training scenarios and exercise support and planning documents



from all Hub and Spoke sites to create a comprehensive scenario library. Distribute Scenario Library Menu to all Hub and Spoke Sites.

**3.1.8.3.** Conduct scenario refinement and scenario library management: Capture and catalogue (digitally on MTC SharePoint) scenario refinements from all Hub and Spoke sites as scenarios are modified to support specific units and training objectives; add these refined scenarios to the Library Menu on the MTC SharePoint site and re-publish at least semi-annually.

**3.1.8.4.** Support Exercise Planning: Support Exercise Concept Development and planning for Division & Corps (plus limited Multi-Echelon BDE Events); participate in Exercise Planning Conferences, Decision Briefs, and IPRs using the Joint Exercise Lifecycle (JELC) process. The JELC process is fully describe at Technical Exhibit 6. Provide draft planning documents, including MOAs and ESMDs, to support required Exercise Design and Planning Events.

**3.2.0 Training - General.** The Contractor shall maintain (update as required) the existing training support packages that integrate training products, materials, and other pertinent information necessary to train in LVCG environments. The Contractor shall ensure these training support packages remain operationally and doctrinally current using TRADOC approved documentation and training concept requirements. As part of the training support packages, the Contractor shall (as required) develop simulation-supported training vignettes and scenarios for individual, staff and collective training requirements that meet TUC training objectives. These vignettes and scenarios must incorporate recent and current OE situations and experiences. The Contractor shall provide these training support packages to the COR for final approval and implementation. Any documentation, data, or applications produced by the Contractor in the conduct of business remains the property of the Government. Planned annual training requirements are listed in Technical Exhibit 3, Estimated Workload Data.

**3.2. Individual MCS Classes.** The Contractor shall perform classroom setup, networking of systems and supporting simulations, and instruction on applicable mission command systems. Classes shall consist of training on the system IAW Army standard POIs following approved course instructional times. The Contractor shall complete training to standard and on time, with 90% of the students successfully completing the course of instruction and receiving system certification.

**3.2.1. Course Updates.** The Contractor shall create new courses or revision of existing courses IAW results of training analysis, fielding of new systems, or at the direction of the Government to meet evolving needs of the Senior Commander (SC). The Contractor shall be responsible for ensuring POIs are updated and maintain currency IAW published and emerging doctrine and standards. The COR will approve all changes to the curriculum.

**3.2.2. Programs of Instruction.** The Contractor shall maintain, revise and adapt TRADOC, and PM developed programs of instruction (POI) for individual Army MCS training at MTC. MTC-POI includes databases and other material that supports execution of the individual training task.

**3.2.3. Integrated MCS Training.** The Contractor shall provide individual instruction on the following MCS (See Technical Exhibit 3, Workload Data) for specific locations and training requirements) utilizing an integrated classroom concept where students not only learn how to operate the system under training, but how that system integrates with other MCS in building a common operating picture (COP):

- Force XXI Battle Command Brigade & Below (FBCB2) + Blue Force Tracker (BFT) + Joint Capability Release (JCR)
- (FBCB2 Unit Level Maintenance (ULM)
- Joint Capability Release Logistics (JCR Log)
- Mission Command Work Station (MCWS)/Command Post of the Future (CPOF)
- Distributed Common Ground System – Army (DCGS-A) Operator and Integrated Command and Control Support Framework (ICSF) Client Workstation Course
- Advanced Field Artillery Tactical Data System (AFATDS) Operator
- AFATDS Fires Effect Center (FEC) and 13D/FDC
- AFATDS FDC/13D Supplemental Course
- AFATDS Fire Effects (FCE) Supplemental Course
- Mission Command Workstation (MCWS)
- Joint Automated Deep Operations Control System (JADOCS)
- Sustainment System Mission Command (S2MC)
- Tactical Ground Reporting System (TIGR), Operator and Leaders
- Digital Master Gunner Course
- Other systems as identified

**3.2.4. Classroom Configuration.** The Contractor shall ensure the classrooms at all sites are configured to facilitate a system of systems (integrated) approach to training with other systems and simulations providing context-based training.

**3.2.5. Student – Instructor Ratio.** The Contractor shall comply with the Army's MC Training Strategy and provide one instructor per every 10 students for MCS individual training. (Typical classroom capacity is 20 students, i.e., two instructors per classroom). Government approval is required for any variation to this instructor to student ratio.

**3.2.6. Reserved**

**3.2.7. Testing.** The Contractor shall test students to evaluate their learning progress and to evaluate effectiveness of instruction. The Contractor shall provide a learning assessment report to the COR on a monthly basis by the 5<sup>th</sup> of each month. CDRL A015

**3.3. Small Unit Event Training.** The Contractor shall optimize and integrate Virtual and Gaming training environments with installation-specific fielded systems, for constant training relevance and capacity for Soldier, Crew and Small Unit formations (multiple platoons, platoon, section, squad, convoy, and patrol).

**3.3.1. Gaming-Based Event Training.** The Contractor shall provide gaming-based event training that is doctrinally current, and operationally relevant to the user. Gaming and Virtual Training are run using the Army's Games for Training program, VBS3 and any potential follow on for Games for Training and related products. Collective Training is focused at the crew through company level of operations although gaming may be the tool occasionally appropriate for larger leader cadre conduct of battalion/squadron collective events. In nearly all collective training event instances gaming stimulation of unit or unit replicated platform-level mission command systems is required. LVCG training executed within the confines of the Integrated Training Environment (ITE) provide TUCs a valuable means by which to assess training proficiency.

**3.3.2. Systems Engineering.** The Contractor shall setup and configure gaming platforms for the supported exercise/event. The Contractor shall provide system engineering support to configure and prepare gaming platforms to support an exercise/event.

**3.3.3. Administration of Gaming Platforms.** The Contractor shall administer the gaming platform environments. The Contractor shall administer gaming platforms within the simulation to stimulation architecture. Gaming platforms shall be prepared to support an exercise/event IAW the established Government directive.

**3.3.4. Environment Optimization.** The Contractor shall optimize and integrate the Gaming and Virtual training environments and MTC fielded systems for constant training relevance and capacity for Soldier, crew, and small unit formations.

**3.3.5. System Administration.** The Contractor shall provide gaming system core network/system administration-management and maintain currency of Government gaming systems software.

**3.3.6. Integration.** The Contractor shall routinely provide integration with virtual devices to meet TUC training objectives and collective task accomplishment.

**3.3.7. Maintain OE in Simulations and Training Environments.** The Contractor shall maintain currency with the Army's Unified Land Operations operational concept (or future changes to Army doctrine) to include friendly and threat TTP and develop (or adjust existing) scenarios to support subsequent unit training objectives.

**3.3.8. Incorporate FORSCOM Tasks.** Individual Soldiers, squads, platoons, companies and battalions require a variety of semi-immersive gaming simulation event training opportunities to assist them in achieving METL proficiency. The Contractor shall be knowledgeable of FORSCOM required training tasks and will incorporate, wherever possible, those tasks in MTC event training. These tasks include but are not limited to perform counter IED, conduct convoy operations, conduct company intelligence support team (COIST) tasks, perform voice communications, assess and respond to threats (escalation of force), maintain situational awareness, use visual signaling techniques, up to correct unit movement and maneuver tasks within standard offensive and defensive mission profiles etc. Tools used to support this training will include fielded and emerging models such as, but not limited to the Army Games for



Training (GFT) suite, Tactical Ground Reporting System (TIGR), CCTT, RVS, RVTT, and other training enablers. Availability of training enablers will differ based on the installation. The Contractor shall also be required to integrate and operate constructive simulations One Semi-Automated Force (OneSAF), JCATS, Low-Overhead drivers) and MC systems (FBCB2, JCR, CPOF) and incorporate them into the Army's Decisive Action Training Environment (DATE) to provide operating environment realism.

**3.3.9. AARs.** The Contractor shall work with units to refine training objectives, recommend scenarios, provide After Action Reviews (AAR)s following training (at the request of the unit) and operate and maintain the training devices.

**3.3.10. Warrior Skills Trainer.** The Contractor shall leverage the WSTs to train Soldiers in their unit's Mission Essential Task List (METL). The Contractor shall be responsible for developing tools and scenarios that enhance the ability to train both Leaders and Soldiers through the execution of immersive training in various reactions to contact within the context of a realistic and relevant collective training event.

**3.3.10.1. Virtual Convoy Trainers.** The Contractor shall support the locally developed and maintained virtual convoy trainers and linked tactical site simulation (Warrior Skills Trainers) at Forts Killeen (two suites) and one each at Forts El Paso, Kansas City, and Colorado Springs. The Warrior Skills Trainers are sets of VBS3 leveraged with COTS technology to integrate large screens with laser-enabled weapons replicators and vehicle mockups to allow for crew and platoon-level training inside the gaming facility.

**3.3.10.1.1. Integration.** The Contractor will be responsible for the integration of vehicle mock-ups (HMMWVs, MRAPs, and Stryker), the seamless integration of Desktop VBS computers, and the use of realistic un-tethered weapons in an immersive environment. The Contractor shall create blended live-virtual training events that maximize the ability of Leaders to quickly tailor training events to train their Soldiers in battle tasks specific to the unit mission.

**3.3.10.1.2. Terrain Environment.** The Contractor will be responsible for tailoring both terrain and training environments to ensure the training is customized to meet the TUC's training intent. The Contractor shall build specific terrain, models and use advanced XML scripting. The Contractor shall also provide exportable expertise to facilitate technical and terrain modeling assistance to other Games for Training (GFT) users across the Army.

**3.3.11. Usage Data.** The Contractor shall receive, consolidate, and analyze all MTC Virtual and Gaming system usage data on monthly basis and provide an assessment report as needed, but at least quarterly to the COR. CDRL A017

**3.3.12. Coordination.** The Contractor, in conjunction with the MTC Government staff, shall conduct coordination with TCM, PM and Games for Training community of practice and key agencies.



**3.3.13. Training Event Outline Library.** The Contractor shall maintain, improve and add to a suitable Training Event Outline library addressing high-demand Small Unit collective tasks (Offense, Defense, Stability and Support) and make recommendations to Government on initiatives to improve training support.

**3.3.14. Scenario and Terrain Creation.** The Contractor shall research and provide scenario, terrain creation and scripting to support small unit training requirements and, when designated by MTC Government, stimulate company level formation tasks.

**3.3.15. Virtual Devices.** The Contractor shall routinely provide integration with Virtual Devices to meet TUC training objectives and collective task accomplishment. Fielded Army and select Joint virtual devices have the capability to integrate with MTC-MTC gaming simulations; provide the expertise to routinely enable training event integration of Government designated virtual devices.

**3.3.16. Systems Distribution.** The virtual training capabilities at each MTC vary significantly (see below table). The Contractor shall provide training in the context of a mission, with the flexibility to support the TUC's training objectives.

**Table 3.3.15. Virtual Training Capabilities by Site**

	Killeen	Colorado Springs	Kansas City	El Paso	Lawton
<b>VBS Systems</b>	174	156	156	156	52
<b>VBS Terrain Development</b>	1	N/A	N/A	N/A	N/A

**3.4. Medium Event Training.** The Contractor shall provide MC staff and formation training events utilizing MTC training capabilities. The Contractor shall develop and replicate a realistic training environment that encompasses the dimensions and complexities of Unified Land Operations (ULO). The Contractor shall provide MC staff and formation training events using Army approved simulations like Joint Land Component Constructive Training Capability (JLCCTC), VBS3 gaming, or a low-overhead driver similar to Army Low Overhead Training Tool (ALOTT) to provide a Common Operating Picture for training or (if requested by the TUC) a Master Scenario Event List (MSEL) to achieve training objectives. Training events will include (TOCEX, STAFFEX, CPX and FTX Supporting). Training Scenarios shall be focused on current operations (CUOPS) training, Military Decision Making (MDMP) or on specific Warfighting Functions (WFF) such as but not limited to Fires or Intelligence.

**3.4.1. Training Products.** The Contractor shall create training products (requires MTC Government approval), provide instruction to unit staffs, facilitate training events as observer/trainers or role play subordinate, peer, and higher headquarters to achieve the desired training outcome.

**3.4.2. Training Tenets.** The Contractor shall provide instruction to unit, facilitate training events as observer/trainers or role play subordinate, peer and higher headquarters. The Contractor shall focus training to meet the tenets listed below:

- Leaders who can visualize the desired result of training and the MTC supports achievement of the multitude of sub-tasks, individual and collective.
- The TUC's stated training outcome is the evaluation metric rather than a checklist of disconnected skills.
- Collective Staff Trainers do not teach to a performance floor (task standard) they guide understanding that enables task mastery. Each level achieved opens new doors to better achieve the leader's evolving vision.
- Collective Staff Trainers provide the "how", not just the "what" when it comes to employing mission command systems.
- Collective Staff Trainers work with the varying entry levels of units, whether it is the first or tenth time conducting MDMP or current operations. Training that ignores a Soldier's existing knowledge or experience has little chance of maintaining the Soldier's attention.
- Collective Staff Trainers do not tell a TUC how to command or an XO how to guide; they take the unit's guidance and help the staff meet it.
- Collective Staff Trainers show each warfighting function SME how to continuously contribute, not check the block on a disconnected task and call it a day.
- Collective Staff Trainer supported training encourages Soldiers and leaders thinking and awareness. Soldier's make mistakes and discover better ways to contribute as a result.
- Collective Staff Trainer AARs focus on mission accomplishment rather than specific sequences of task performance.
- Collective Staff Trainer supported collective training is not just the sum of individual proficiencies. Units must work as a team and therefore must practice as a team.

**3.4.3. Realistic Training.** The Contractor shall plan, coordinate, and conduct collective (battalion and brigade) MC training, focused on operational processes; develop and replicate a realistic training environment that encompasses the dimensions and complexities of Unified Land Operations (ULO). Training shall provide the TUC and Staff the ability to plan and execute within a collaborative information environment containing the required communication networks, systems, and role players to replicate higher, lower, and adjacent commands. The Contractor shall prepare and/or assist unit leadership in preparing relevant AARs to maximize unit training and learning.

**3.4.4. Complete Training.** The Contractor shall provide comprehensive and adaptable training that focuses on all aspects of Command Post Operations and execution of key duties and

responsibilities of command post personnel, as well as set conditions for formation Collective Task training.

**3.4.5. Training Courses.** The Contractor shall plan, coordinate, prepare, and conduct battle staff exercises (STAFFEX), Military Decision-Making Process (MDMP) workshops, command post exercises (CPX's), staff/ Tactical Command Post proficiency training and other supporting events. The Contractor shall develop home station TSPs and supporting scenarios that are relevant to the operating environment of the training unit. This training will focus on the art and science of MC and will include simulation-driven, operationally relevant vignettes/exercises to stress the TUC, staff, and formation leaders in their warfighting tasks. Current Courses include but are not limited to: Mission Command Fundamentals Staff Course; MDMP Development/Training Course; CUOP Staff Training and Development Course; and Mission Command Situational Training Exercise/CPX.

**3.4.6. Scenarios.** The Contractor shall use operationally relevant scenarios that may be customized to meet a specific TUC's training objectives or may need to develop new scenarios. A standard staff training event consists of 24-40 hours (8 hours per day for 3-5 days); however the event can be shorter duration or have extended hours at the discretion of the Government in support of the TUC.

**3.4.7. Training Environment.** The Contractor shall provide a training environment that allows to exercise drills in an integrated, system-of-systems environment. Training shall focus on planning and execution of current and/or future operations utilizing as closely as possible a MC architecture at the Government's discretion. The Government will approve all training products and scenarios prior to their use in training.

**3.4.8. Equipment.** The Contractor shall use the unit's fielded equipment in their command posts if requested/directed by TUCs. Reconfigurable TOCs will be made available with 'white box' systems for units that do not have fielded equipment or if the supported TUC requires a training event and doesn't have or is unable to use his fielded equipment.

**3.4.9. Lessons Learned.** The Contractor shall research, adapt and integrate Army Lessons Learned, Doctrinal changes and best practices into Unit, Leaders, and battle staff training conducted at the MTC.

**3.4.10. Tailored Events.** The Contractor shall leverage a database of existing scenarios (to include TRADOC DATE compliant for homestation and other training locations, i.e CTCs) and tailor a product set of maps, databases and order documents that allows for tailored events.

**3.4.11. Coordination Meetings.** As directed by the Government, the Contractor shall conduct training Unit (Brigade and below) progressive planning, meetings, In-Progress Reviews (IPRs) and Technical Integration Working group (TIWG), appropriate to the Training Event.

**3.4.12. Scenario/MSEL Development.** The Contractor shall provide dedicated exercise planning and execution expertise for replicating the dynamic complexities of the Operational

Environment and Opposing Forces (OE/OPFOR) in compliance with Army Regulation (AR) 350-1 (OE/OPFOR Program).

**3.4.12.1. Support to Scenario Development.** The Contractor shall assist in creating scenario “conditions” within the task-condition-standard context of the Combined Arms Training Strategies (CATS) and TUC training objectives. This includes the representation and replication of Operational Variables (political, military, economic, social, information, infrastructure, physical terrain, and time (PMESII-PT) as correlated to Mission Variables (METT-TC) per Army Doctrinal Publication (ADP) 3.0.

**3.4.12.2.** The Contractor shall create scenario Operations Orders, Graphic Overlay, and data products to support an exercise and provide them to the training unit in Tactical Mission Command (TMC) system format, or other as directed by the Government.

**3.4.12.3.** The Contractor shall adapt and prepare MSEL, within the required scenario, to augment simulation to design event to meet unit objectives.

**3.4.12.4 Maintaining OE/OPFOR Consistency.** The Contractor shall use Training Circulars (TC) 7-100 (Hybrid Threats) series of manuals, reference the Word Wide Equipment Guide (WEG), and apply the Decisive Action Training Environment (DATE) for non-mission rehearsal exercises (MRE). Contractor shall also maintain routine coordination with the OE Training Support Center (OE-TSC) to ensure OEs produced for unit training maintain their relevancy, currency, and realism. Coordination with the OE-TSC provides MTCs “reach-back” support to inform the contractor of OE updates and/or changes, access to OE/OPFOR data, OE/OPFOR scenario injects, scripts, road-to-war, threat network configurations, threat cyber & Space degraded storylines, real-world OE/threat information for MREs, and other products and services. Contractor shall also share produced scenarios within the OE-TSC Scenario Repository (Exercise Design Tool or Exercise Support Application) to promote sharing of validated exercise and scenario products across the MTCs and Army organizations.

**3.4.12.5 OE/OPFOR Certification.** The Contractor shall certify at least one SME per MTC as the OE/OPFOR lead who shall act as the primary extension of the OE-TSC in support of HST. The contractor will certify their leads/representatives through the OE-TSC, which is subordinate to the TRADOC G2, who is the Army’s responsible official for the OE/OPFOR program. The Contractor will fund salary and travel costs but is not required to pay for the actual certification training.

**3.4.13. MDMP/STAFFEX/TOCEX/CPX and FTX Support Events** (Brigade and below). The Contractor shall:

**3.4.13.1.** Provide instruction to unit staffs, facilitating training events as observer/trainers or role play subordinate, peer, and higher headquarters to achieve the required training environment.



**3.4.13.2.** Recommend the simulation or system (i.e., Constructive-ERF, MRF-W Brigade, Gaming or select Virtual enablers) best suited to meet the training unit TUC's training objectives task organization and scenario and provide this recommendation to the COR/QA for approval.

**3.4.13.3.** Modify and maintain TSPs or create new Training Event Outlines (TEO) for Collective Battle-staff Training, including Operations Orders, Graphic Overlay and database products in TMC system format, or other as directed, maintained in an established reference library.

**3.4.13.4.** Provide tailored collective Staff training event(s), for the core task of operating integrated Command Post & MC/network systems under the core condition (training is executed in the unit 's CP using unit's equipment) to meet unit training objectives.

**3.4.13.4.1.** Provide knowledgeable expertise (CP tent systems, unit tactical power) and over-the-shoulder support and integration training for Staff Warfighting function Information Systems/products and the CP networks system and tactical communications equipment.

**3.4.13.4.2.** Conduct active coordination and planning with unit staff, equipment fielding and training elements from Command Post & System Integration Team (CP&SIT), unit Division Systems Engineer (DSE), and pertinent FSRs.

**3.4.13.5.** Establish the network and scenario linkages to the live environment to enable and support the LVCG integrated environment. (Communications, Maneuver control, Opposing Force (OPFOR) integration).

**3.4.14. Leader Training/Development.** The contractor shall design, adapt and deliver a variety of leadership products and services that enhance, complement and reinforce the Training Unit Commander's (TUC) unit leader training and leader development programs. These will include Leader Team training of both staffs and formations; combat leader video interviews; relevant training products for best practices, visualizing different operational environments, and decision making; and when directed, selected leader development classes or courses.

**3.4.14.1. Leader Individual Training.** The contractor shall create and provide training to improve and sustain Unit Leader skills for mission command, decision making and critical thinking; and when directed, selected leader development classes or courses based on current and relevant leadership examples/topics.

**3.4.14.2. Leader Collective Training.** The contractor shall provide and create training to assist the Unit Commander in rapidly establishing and improving his Unit Leader Teams (formations & battle staffs). Training will improve and sustain Unit Leader Teams collective ability to function effectively in a collaborative decision-making environment and ability to visualize their current and potential future operational environments.

**3.4.14.3. Lessons Learned Application.** The Contractor shall research, adapt and integrate Army Lessons Learned, doctrinal changes and best practices into unit, leaders, and battle staff training conducted at the MTC.

**3.4.14.4. Combat Leader Interviews.** The Contractor shall conduct informal Combat Leader interviews, as prioritized by the Government, to collect relevant post-deployment and training information and experiences that can be applied to improving training across MTCs and the Army. Findings will be submitted on CDRL A015, modified appropriately for the content.

**3.4.14.5. Relevant Training Products.** The Contractor shall research and adapt existing Army, or create new, a library of ready-to-use Unit Leader training products and, as required, create and implement new Unit Leader training products, as prioritized by the Government, that provide practical and relevant Leader training to cope with complex, fluid OEs as well as current Army doctrine and best practices.

**3.5. Large Event Training & Exercises.** The Contractor shall support Large Multi-Echelon Exercises designed to train and stress the interactions between echelons. Large Exercises occur at occasionally at the Brigade but typically at the Division, Expeditionary Sustainment Command (ESC) through Corps/JTF-levels and are driven with a high-resolution driver with a federation of simulations using JLCCTC ERF, OneSAF or JLCCTC-MRF capabilities. Federates supported must include JDLM, JNEW, AARS, FIRESIM/EXCIS, AWSIM and others as needed.

**3.5.1. Joint Event Life Cycle (JELC) Support.** The Contractor shall use the JELC methodology in planning all Large Events. The JELC consists of five stages -- Design; Planning; Preparation; Execution and Evaluation; Analysis and Reports. The Contractor shall use this orderly sequence of processes, products, activities, and decision points to assist TUCs in achieving the training goals and objectives in the training event. The length of time to accomplish the JELC for a given training event is dependent on the magnitude and complexity of the event itself. The JELC goal is to provide a standard framework with which to plan and execute a training event in support of the TUC's/unit's training objectives. The Contractor shall attend all JELC events throughout its duration. The Contractor shall provide input to planning products; exercise design to include exercise architecture, room builds, and other related planning documents. Input shall be provided IAW the Exercise Planner's established suspense date. Detailed information on the JELC cycle can be found in Chairman, Joint Chief of Staff (CJCS) Guide 3501, The Joint Training System, A Primer for Senior Leaders.

**3.5.1.1. Exercise Support Plan (ESP).** For each exercise, the Contractor shall provide written input for the ESP that details how the Contractor will support the exercise to include manning, room build, and logistics IAW the event JELC (CDRL A018). IAW the Exercise Support Manning Document (ESMD), the Contractor shall provide names against required ESMD positions. The ESP and ESMD input will be provided to the Government lead planner IAW the lead planner's guidance and established suspense dates. Input shall be doctrinally sound and reflect current operating environment. In many cases, the ESP shall be incorporated into an exercise Operations Order (OPORD) and the two terms may be used interchangeably.

**3.5.2. Division and Higher-Level Exercises.** Division and corps-level simulation-driven exercises are normally directed and executed by the Army's Mission Command Training Program (MCTP) or the Joint Staff, however, many events or support tasks are frequently required to be performed by the MTC for the MCTP/Joint Staff. Extensive set up of training areas, networks, and simulation models shall be required by the Contractor. As each event may have different training objectives, following the Initial Planning Event (IPE) the Government will develop and provide the overall exercise requirements and request an individual proposal for that event be sent to the COR. In conjunction with planning for these events, the Contractor shall conduct and participate in various Technical Integration Working Groups and other event activities. Mentorship of unit simulation officers and recommendation of architectures or configurations in support of this training may also be required. For events which may be of longer duration or to support division and above training without outside (MCTP/Joint Staff) support, the Contractor may also provide scenario development, training advisors, and tactical SMEs.

**3.5.2.1** As directed by the Government, the Contractor shall plan and execute home station division/corps-level exercises or directly support COCOM major Exercises locally. The Contractor shall provide technical, collective training and facility support for this level of event. The Contractor shall conduct planning, scenario design, database building, integration of simulation, mission command system and communication architectures, simulation model training and/or operations, Over the Shoulder (OTS) instruction and/or support on mission command systems, and other standard exercise planning and execution tasks. During periods of exercise support or operational contingencies, normal hours of operation may be up to 24 hours a day, 7 days a week. The Contractor shall not allow degradation to any operations during such events. The OAWR process will be used to accommodate extended hours for this type of support requirements. If division/corps-level exercise is required, the Contractor shall be prepared to execute the following tasks:

**3.5.2.2.** The Contractor shall provide Exercise Control (EXCON)/ Response Cells Conduct AAR Support for Brigade/Battalion/Company Events.

**3.5.2.2.1.** The Contractor shall establish and maintain an EXCON able to manage and integrate all simulation and stimulation, control the event tempo, and regulate Higher Command (HICOM), Opposing Forces (OPFOR), and subordinate unit work/ response cells, to support the TUC's training objectives.

**3.5.2.3.** The Contractor shall establish and maintain a HICOM response cell able to replicate and role play a higher Battalion, Brigade, or Division Command Post. On average, 50% of the medium events require Contractor HICOM cells. On large events the MTC contractors do not provide the HICOM cell, but do advise the cell, if required.

**3.5.2.4.** The Contractor shall provide, plan, and coordinate OPFOR response cell operations that replicate and role play subordinate units, enemy forces, and neutral parties respectively in order



to support the TUC's training objectives. On average, 50% of the medium events require Contractor OPFOR response cells. On large events the MTC contractors do not provide the OPFOR response cells, but do advise the cell, if required.

**3.5.2.5.** The Contractor shall create AAR Plans for the Event participant audience, outlining data collection, analysis parameters, presentations, and final AAR report. CDRL A019

**3.5.2.6.** The Contractor shall create a Technical AAR Plan for the support staff outlining the data collection necessary to provide event shortfall analysis and recommendations for future similar training event.

### **3.5.3. Reserved**

### **3.5.4. Reserved**

**3.5.5. Coordination.** Whether the large event/exercise is sponsored by MCTP/Joint Staff, the Regional Simulation Center, or the MTC, participation in planning conferences, site surveys, and other meetings by the Contractor are required as part of exercise preparation and execution. The Contractor shall verify with the Exercise Director that forces in the scenario/simulation are properly positioned in the simulation to meet STARTEX conditions. The Contractor shall prepare and update, at least quarterly for Government approval, an "Exercise Planning Guide" and Exercise Preparation Checklist to assist the units in planning for this type of event. Topics addressed in the Guide will include, but are not limited to, organization and conduct of TIWGs, exercise design, architecture integration, milestones, funding, and timelines. Publication shall be made on the MTC KM portal. CDRL A003

#### **3.5.5.1. Scenario/MSEL Development for Events. The Contractor shall:**

**3.5.5.1.1.** Create new or modify existing collective training scenarios, databases, and supporting documentation to meet the TUC's training objectives across the spectrum of operations.

**3.5.5.1.2.** Create scenario Operations Orders, Graphic Overlay and data products to support an exercise and provide them to the training unit in TMC system format, or other as directed by the Government.

**3.5.5.1.3.** Adapt and prepare MSEL, within the required scenario, to augment simulation to design event to meet unit objectives.

**3.5.5.1.5.** The Contractor shall provide support to Large Unit (ESC, Division, Corps & above) Exercises and Training. The Contractor shall:

**3.5.5.1.5.1.** Support higher echelon exercises (Joint Exercise, MCTP and Regional Simulation Centers led events) as directed by the Government. The Contractor shall provide assistance,



expertise and participate in TIWG, planning conferences, site surveys, and other meetings as required by the Government and submit to the designated Government lead a written report within 48 hours following the completion.

**3.5.5.1.5.2.** During conduct of designated large unit Home Station Exercises provide on-site Response Cells Training, and in a supporting role to the RSC and Training Headquarters for planning Exercise Control organization and manning, general Exercise Support manning, Communication planning, the Simulation Control plan and Simulation-Stimulation equipment and integration. When directed, assist Government in low-level home Station staff/CP training event design, OE storyline and JMSEL development in support of ESC, Division or Corps.

**3.5.6. Facilities/Exercise Tasks.** The Contractor shall:

**3.5.6.1.** Prepare, execute, and manage pre-exercise setup of all facilities; prepare, execute and manage post-exercise recovery and reset of all facilities back to their original configurations; assist in the overall management of Soldier details (preparing for, supporting and recovering during exercises). The number of systems required for each exercise varies widely. The following is a list of the current number of Common Hardware Platform (CHP) simulation systems at each installation: Killeen: 400; Colorado Springs: 124; Kansas City: 124; El Paso: 124; Lawton: 124.

**3.5.6.2.** IAW the Simulations Control Plan and other Government guidance, the Contractor shall prepare and setup training and support areas both inside and outside of the building(s). Preparations may include but are not limited to setup workstations and work areas, configuring telecommunications, and briefing exercise participants regarding facility management plans.

**3.5.6.3.** Inspect workstations at the end of each exercise (ENDEX) to ensure that all hard drives are properly sanitized or erased, with an approved DoD tool, and properly control all computer disks, tapes and other classified exercise data. Return all workstations, work areas, communication pads, and training areas to pre-exercise configuration and state of cleanliness.

**3.5.6.4.** Ensure facility setup is complete no later than 24 hours before the start of an exercise operational test, the controller training phase of an exercise, or the start of an exercise, whichever is first. Facility setup also includes but is not limited to the following: all necessary supplies; support equipment; training materials; audio/visual equipment and furniture required for execution of scheduled training.

**3.5.7. AARs.** The Contractor shall support other large events requirements include organizing and facilitating unit AARs for on-site or remote training and exercises and tracking the expenditure of training and exercise resources. The Contractor shall participate in the planning of each large event exercise to provide input to the Master Exercise schedule to ensure they understand each event and are prepared to capture required AAR data.

**3.6. Surge Support.** The Contractor shall be prepared to support training events/exercises and classes that exceed the planned numbers of events listed above. Surge support consists of three components: personnel, travel, and purchases.

**3.6.1. Personnel Surge Support.** For surge support requests that the Contractor is unable to accomplish under the fixed price structure, the Contractor shall use a detailed OAWR process to determine costs. The Contractor in conjunction with the COR, shall analyze the training requirement, first determining if the support can be met by “flexing” Contractor personnel hours. If the requirement exceeds the ability to flex hours, then they shall conduct a detailed analysis to determine whether overtime of existing on-site personnel or bringing in personnel from one of the other spoke MTCs is the most cost effective way to meet the requirement. The Contractor and the COR together determine the most cost-effective way to meet the training requirement. When overtime is used, the Contractor must aggressively manage each Contractor’s overtime usage to minimize costs without degrading the training support. Surge support shall only be provided upon approval of the OAWR. The Government will give the Contractor a preliminary notice at least 30 calendar days prior to when performance shall begin. Actual performance shall not begin until the COR approves the OAWR or provides verbal approval.

**3.6.2. Travel.** Contractor employees will be required to travel on official business to support related Government training events, planning events or exercises. All travel shall conform to section H.3.7.2 of the master contract.

**3.6.2.1. Trip Report.** A trip report shall be submitted NLT five working days following the completion of required travel. Report shall include as a minimum, the purpose of the trip, date of travel, position description, and significant outcome of the trip. Trip reports shall be submitted to the COR, with a cc to the MTC Chief. CDRL A004

**3.6.3. Purchases.** The Contractor shall acquire materials as needed and directed by the Government. Materials shall be incidental to performing services under the TO. All purchases shall follow section H.4.14.3 of the master contract.

**3.7. Technical Support.** The Contractor shall install, maintain, and operate the current and future simulations/stimulations. The Contractor shall employ and incorporate models and simulations into exercises to provide realistic and in-depth training environments to the training audience. Additionally, the Contractor shall integrate, and operate non-fielded simulation models such as, but not limited to, OneSAF; Simulation, Testing, Operations, Rehearsal Model (STORM); Full Spectrum – Low Overhead Driver (FS-LOD) UrbanSim; C3 Driver, etc. to support a variety of training events.

**3.7.1.** The Contractor shall acquire, install, operate, integrate, and troubleshoot communication, training, simulation, and exercise systems across the organization.

**3.7.2.** The Contractor shall plan, install, manage, maintain, and recover all wide area networks and local area networks (WAN/LAN) to ensure timely operation of training and exercises.

**3.7.3.** The Contractor shall provide systems administration and systems management support for all networks including classified and unclassified networks.

**3.7.4.** The Contractor shall maintain all training network systems in compliance with RMF requirements. Systems management functions include installing software, managing user accounts and IA training requirements, constructing and maintaining communication files, conducting and archiving backup files, recovery, maintaining the technical library, managing corrective measures when a vulnerability is discovered, securing operation and storage of encryption devices, configuring/installing/procuring/updating/ maintaining hardware and software, maintaining warranty information and life cycle data on procured/installed hardware/software, required to satisfy RMF requirements (with approval from the Government) and tuning systems parameters for optimal functioning.

**3.7.5. Certification and Accreditation.** The Contractor shall:

**3.7.5.1.** Develop, establish, maintain, and manage the required accreditation and certification documentation and standard operating procedures for MTC training enclaves and MTC located NEC networks for new and existing systems/hardware. The Contractor shall also ensure all documentation and required activities are properly secured/filed and updated IAW AR 25-2, CJCS 6731.01, NIST (National Institute of Standards and Technology) SP (Special Publication) 800-37, NIST SP 800-57, RMF and DoD 8500.1 (DoD Security Policy), FIPS (Federal Information Processing Standards) 199 to include applying and maintaining Security Technical Implementation Guides (STIG) compliance for all network equipment and software builds.

**3.7.5.2.** Maintain required documentation for the configuration control board (CCB) and MTC IAM/ISSM approval for all AISs that reside on the MTC Network and for new systems that may be added to the network.

**3.7.5.3.** Establish trust relationships for AISs under other MTC IAM/ISSM oversight and prepare required documentation IAW AR 25-2.

**3.7.5.4.** Ensure MTC NIPRNET and SIPRNET connections meet local NEC Installation on Campus Area Network (ICAN) requirements along with certification and accreditation requirements. Ensure connections/documentation comply with the specified DISA guidance and AR 25-2 for imaging, scanning, updates, and anti-virus patching.

**3.7.5.5.** The Contractor shall provide services for the exploration of emerging IT and communications technologies, which will include the capability required to perform evaluations



and analyses of technologies and products. The Contractor shall conduct studies, systems analysis, concept definitions, system definitions, field testing, and capability assessment. The Contractor shall analyze, critique, and assess the adequacy, timeliness, and effectiveness of these emerging technologies to support distributed MC training and exercises. The Contractor shall be required to project how these emerging technologies impact the battlefield of the future. The Contractor shall ensure new systems and subsystems satisfy the requirements for the future Army.

**3.7.6. Coordinate.** The Contractor shall coordinate with external organizations, to include Installation NEC, PEO C3T, PEO STRI, TCMs, PM Mission Command, and System Field Service Representatives, to ensure that all networks, communications, data, security, training and exercise models and simulations (M&S) are working IAW current applicable standards.

**3.7.7. Systems Support.** The Contractor shall provide technical support to the simulation model/federations, MC system, and network (Local Area Network (LAN)/Wide Area Network (WAN) and communication systems). Technical support is required for all exercises, events, and training activities. The Contractor shall also, if required, support other technical tasks which includes AV support for classrooms, conference rooms and Video Teleconferencing (VTC) suites and maintenance/establishment of an MTC KM Portal.

**3.7.8. Communications.** The Contractor shall provide and support data and communications links to live, virtual, constructive, and gaming systems within integrated training environments throughout the Hub and Spoke training facilities and field environments. Communications network support may also require links to joint, coalition and homeland security agencies. At each site, the assigned Contractor personnel shall keep all systems connected, functional and compliant with RMF or current network reliability IA program.

**3.7.8.1.** The Contractor shall establish and maintain training and exercise networks for both LAN and WAN environments and run network operations section.

**3.7.8.2.** The Contractor shall operate both the LAN and WAN networks within the lines of demarcation. The network(s) shall be operational 98% of the time during training and exercises. The operational percentage excludes scheduled downtimes for system and software upgrades, and network problems caused by elements outside the line of demarcation.

**3.7.8.3.** The Contractor, in conjunction with the MTC Government personnel, shall comply with Network Enterprise Center (NEC) certified personnel in system management functions. These functions may include installing software, managing user accounts, constructing communication files, conducting and archiving backup files, recovery, maintaining the technical library, operating and storing encryption devices, and tuning system parameters for optimal functioning.

**3.7.8.4.** The Contractor shall maintain, operate, and improve existing training networks and systems necessary for distributed training between Ft Killeen and satellite locations.



**3.7.8.5.** The Contractor shall install and maintain telephones used in the conduct of all exercises.

**3.7.8.6.** The Contractor shall provide routine (non-warranty) maintenance support on hardware systems, networks, and software products.

**3.7.8.7.** Telecommunications and Radio Integration. The Contractor shall:

**3.7.8.7.1.** Provide internal telecommunications support across the MTC and interface with the installation NEC as the Telephone Control Officer.

**3.7.8.7.2.** Manage Advanced Simulations Technology (ASTi) or similar Government provided system that replicates FM communications in simulated TOC environments or unit training.

**3.7.8.7.3.** Manage and integrate Government-provided High-Capacity Line of Sight (HCLOS) radio capabilities (i.e., Harris RF-7800 or other HCLOS capable system) into unit networks as part of distributed training events.

**3.7.8.7.4.** Manage and integrate Government-provided CNR capabilities (i.e., SINCGARS or other CNR capable system) into unit tactical communications network as part of distributed training events within the MTCs.

**3.7.8.7.5.** Manage and integrate Government provided TMC capabilities into unit tactical communications networks as part of distributed training events and distributed learning capabilities for training Army MCSs.

### **3.7.9. Reserved**

**3.7.10. Systems/Models in Support Of Mission Command Training and Exercises.** The Contractor shall recommend to the Government and the unit the Joint Land Component Constructive Training Capability (JLCCTC) model and/or federation best suited to support the TUC's proposed training objectives.

**3.7.10.1.** The Contractor shall recommend and design appropriate architectures that include simulation model(s)/federation, communication systems/networks, and MC systems as well as security considerations and personnel support requirements to meet Soldier and unit training objectives.

**3.7.10.2.** During exercises and events, the Contractor shall maintain and operate the simulations and stimulations at no less than 98% of availability.

**3.7.10.3.** The Contractor shall install, configure, and troubleshoot MC hardware and software in support of classroom, staff, and collective training events. The Contractor shall design and execute MC architectures in support of training and exercise objectives.

**3.7.10.4.** The Contractor shall coordinate with proponents of new systems, advise COR, participate in beta testing, (as approved by MTC Chief) and provide fielding recommendations.

**3.7.10.5.** The Contractor shall install, operate, integrate, and troubleshoot approved, fielded constructive and virtual simulation models in support of exercises and training in classrooms and work cells, reconfigurable tactical operations centers (RTOCs), vehicle pads, and other related training locations.

**3.7.10.6.** The Contractor shall maintain proficiency in emerging simulations, techniques and technologies.

**3.7.10.7. Reserved**

**3.7.10.8.** The Contractor shall monitor and record exercise progress, conduct non-intrusive quality assurance, collect data for post-exercise analysis, and record check points at specified intervals to serve as exercise backup and historical documentation. The Contractor shall store and maintain the documentation and data sets of past exercises for one year from exercise end date.

**3.7.10.9.** The Contractor shall develop a technical AAR Plan for the MTC technical staff outlining the data collection necessary to provide exercise analysis and recommendations for future exercises (CDRL A019). This plan will cover network and communication architectures, MC systems architecture, facility and property management, security issues, use of simulations and other related topics as defined by the Government. The plan shall be submitted to the COR as required. The Contractor shall develop and publish the technical AAR report for each exercise, providing one copy to the COR with cc to the MTC Director within 10 working days after the completion of the exercise.

**3.7.10.10.** The Contractor shall prepare Technical Information Reports (TIRs) and other reports as defined by the Government for submission to the appropriate Modeling and Simulation proponent e.g., NSC, as required. CDRL A020

**3.7.10.11.** The Contractor shall design, develop and test all simulation databases in support of exercises and training ICW MTC staff, other exercise activities (Joint Staff/J7, Korea Battle Simulation Center, Mission Command Training Program, Central Technical Support Facility), and the exercising unit.

**3.7.10.12.** The Contractor shall complete the simulation database within 15 days of the integration phase of each event/exercise unless otherwise directed by the Government for joint review by the MTC staff, the exercise director, and the Contractor.

**3.7.10.13.** The Contractor shall conduct database verification with the unit scheduled for the exercise no later than fifteen days prior to the exercise to ensure the operation, capabilities, and limitations of the simulation system are understood.

**3.7.10.14.** The Contractor shall identify technical capability specifications for training and exercise equipment and systems.

**3.7.10.15.** The Contractor shall perform all hardware and software upgrades and new installations during scheduled downtime or at the discretion of the Government.

**3.7.10.16.** The Contractor shall test and validate prior to use in a training event 100% of the hardware and software installations and upgrades integrated during scheduled downtime.

**3.7.10.17.** The Contractor shall conduct an internal integration test of the simulation, MC, and communication architectures to demonstrate training/exercise readiness and to repair all discovered deficiencies prior to exercise start. Remedial actions taken by the Contractor shall be reported to the Government both before and after they are conducted.

**3.7.10.18.** The Contractor shall ensure that all training events begin and conclude within scheduled times subject to any catastrophic equipment and/or network malfunctions, or Government directive beyond the scope of the Contractor's control.

**3.7.10.19.** The Contractor shall provide installation, operation, user maintenance, and systems administration of the Army and Joint MCSs.

**3.7.10.20. JTEN, CENTRIX, GSC-Network and SIMLAN Integration.** The Contractor shall:

**3.7.10.20.1.** Manage and operate communications networks and ensure systems are available and operational for exercise support.

**3.7.10.20.2.** Maintain situational awareness with the Joint Staff and National Simulations Center Global Simulation Capability (GSC) POCs and relevant proponents and PMs to ensure that the most current PEO-STRI and/or Program Manager's system enhancements to the networks are available for use.

**3.7.10.21. WIN-T, JNN, FTI, TIP Site, VTC Integration.** The Contractor shall:

**3.7.10.22.** Integrate Event communications between MTC and training Unit emulating its tactical communication systems (WIN-T and JNN). Leverage communication infrastructure assets such as Tactical Interface Point (TIP) Sites and Government-provided HCLOS capable systems and Platform SA systems such as EPLRS or similar equipment in unit training exercises.

**3.7.10.23.** Video Tele-Conference (VTC) Support. The Contractor shall provide unclassified/classified VTC support and operational readiness as directed by the COR. VTC Support includes but is not limited to the following: reach operations and training/exercise support for the MTC with VTC capabilities for units deploying and for deployed units assigned to Fort Killeen. The Government will supply all VTC hardware and maintenance support.

**3.7.10.23.1. Audio Visual:** The Contractor shall set-up and manage technology in support of general officer level conference meetings using latest digital technology in the support of the MTC.

**3.7.10.23.1.1** The contractor shall provide extensive troubleshooting and testing of videoconferencing audiovisual equipment (videoconferencing, multimedia, audiovisual, projection systems, displays, cameras, microphones, integrated A/V systems, streaming technologies, etc.), schedule all VTC requests, address and troubleshoot customer issues received via email or phone, as well as through monitoring tools, for videoconferencing endpoints, infrastructure, integrated A/V systems, and networks, document incidents, including opening case, updating with current status and timely closure, Report broken equipment to the government upon notice. Provide recommendations on new technology to improve AAR productions and filming.

**3.7.11. LVC-IA.** The Contractor shall:

**3.7.11.1.** Provide LVCG training support using current and future LVCG capabilities.

**3.7.11.2.** Operate the current and future LVC-IA system to include both the classified and unclassified EXCON, Enterprise AAR, and C2 Interface devices.

**3.7.11.3.** Integrate the Gaming and Virtual training environments and MTC fielded systems and capacity providing relevant formation centric training support for Soldier, Crew and Small Unit formations (platoon, section, squad, convoy, and patrol).

**3.7.11.4.** Receive and apply SE Core terrain database(s) into all aspects of MC training events.

**3.7.11.5.** Coordinate, integrate and execute HITS-enabled live environment formations into Integrated Training events, linking HITS capabilities into all aspects of unit training events as required by unit/command training objectives.

**3.7.11.6.** As required, expand 'formation-centric' training events IAW unit training requirements to stimulate BDE/BN/CO events, integrating LVC-IA capabilities/systems into unit training events.

**3.7.11.7.** Understand, apply, and routinely integrate all Virtual Devices (i.e., CCTT, AVCATT, RVTT, and Army Gaming platform into a variety of integrated training events.

**3.7.11.8.** Establish and maintain coordination with appropriate TCM and PM for LVC-IA, IEWTPT, HITS and SE Core as required by the MTC Government staff.



**3.7.11.9.** Sustain linkages and support to MTC MC training and network initiatives and infrastructure investments to improve MTC Integrated Training Environment and beyond as directed by the Government.

**3.7.11.10.** Provide expertise and contribute to community of practice for best integration or replication actions/tasks within an L/V/C/G training event to support the unit's training objectives, leveraging all available training enablers with situational and doctrinal accuracy.

### **3.7.12. Constructive Training Environment Support.**

**3.7.12.1. Constructive Simulations and Low Overhead Stimulation.** The Contractor shall:

**3.7.12.1.1.** Employ and incorporate the models and simulations into exercises to provide realistic and in-depth training environments to the training audience. MTCs are currently fielded the JLCCTC (MRF/ERF). Future support required for projected simulation modernization to include: MRF-W (WARSIM), WARSIM-BDE, JLVC/ERF, WIM, Low Overhead Stimulation (MCST, ALOTT, ILOD etc.) and OneSAF. Simulations shall be available 98% of the time with no more than 1% variance and any system failures are corrected within one hour during exercises and events. Systems requiring maintenance support are turned in to maintenance within 24-hours. Provide appropriate simulations for a range of exercise designs, from low-overhead stimulation of home station training events for Battalions, Brigades and BCTs to large scale stimulation of ESC, Division, and Corps exercises.

**3.7.12.1.2.** Maintain and operate the JLCCTC MRF-W Technical Control Forward capability. Coordinate with NSC, PEO-STRI, the RSC-Pacific, the RSC-CONUS and other agencies as required to connect MRF-W (WARSIM and WIM) to distributed simulation exercises.

**3.7.12.1.3.** As an annex of the Training and Event Design and Technical Integration SOP, maintain a detailed SOP which provides a working reference for both the conduct of daily business and the support of exercises using constructive simulations and low overhead stimulation capabilities. It will follow a government-provided outline.

**3.7.12.1.4.** Conduct coordination with Government-provided contacts at TCM, PM and the Constructive Training community of practice and key agencies. The Contractor shall make written recommendations for JLCCTC system enhancement to the Government.

**3.7.12.1.5.** Teach, and coach during exercise/event execution, workstation functionality and operations to training unit personnel who will be operating simulation workstations during training exercises/events.

**3.7.12.1.6.** Operate simulation technical workstations to monitor exercise progress, conduct quality assurance monitoring, provide technical assistance and customer service for exercise participants, collect data for interim and post exercise analysis and record check points at specified intervals to serve as exercise backup and historical documentation. The Contractor

shall maintain historical data sets of past simulation supported exercises for future reference and use.

**3.7.12.1.7.** Serve as the local hardware, software and functional expert for MRF-W Technical Control Forward, WARSIM-BDE, WIM, JLVC/ERF, Low Overhead Stimulation (MCST, ALOTT, ILOD etc.), ERF and when fielded, OneSAF to answer questions concerning operation of the system and to troubleshoot problems and provide configuration management on software/hardware systems.

**3.7.12.1.8.** Operate the WIM work stations to monitor exercise progress, conduct quality assurance monitoring, collect data for interim and post exercise analysis and record check points at specified intervals to serve as exercise backup and historical documentation. Provide capability to operate PCP-6 Platform Virtual Tool. The Contractor shall maintain historical data sets of past WIM supported exercises for future reference and use. Maintain accreditation for WIM and WARSIM-BDE systems. Work with accreditation authority and PM to ensure systems are accredited.

**3.7.13. Equipment Readiness.** Be responsible for the operational readiness of equipment listed in and report malfunctioning equipment to the COR and to the appropriate maintenance Contractor. The COR will inform the Contractor of existing maintenance arrangements.

**3.7.13.1.** Report failures to the appropriately identified maintenance support Contractor and the COR or Government Lead within 30 minutes of the failure. The Contractor shall submit a written discrepancy report within two (2) working days of discovery.

**3.7.14. Simulations Readiness Tests.** Perform applicable operational readiness tests on the simulation(s) before each scheduled exercise to test the associated hardware and exercise database. This readiness test may occur not earlier than 30 calendar days prior to the scheduled exercise. Coordinate and participate in required simulation readiness tests as a Technical Control Forward for RSC-Pacific or RSC-CONUS hosted events. All known hardware and database shortcomings shall be corrected prior to exercise start or, if not correctable, be identified to the Government not later than 7 days prior to exercise start.

**3.7.15. Exercise Database.** Design and create simulation exercise databases. The Contractor shall:

**3.7.15.1.** Provide database creation, maintenance and archiving for current and future models to meet the TUC's training objectives across the spectrum of operations

**3.7.15.2.** Configure the database to represent the task organization to be used in the exercise and verify that the established databases reflect the desires of the training units by direct coordination with the units. The Contractor shall confirm with the Government Lead the proper positioning/location of forces in the simulation to support the start exercise condition.

**3.7.15.3.** Design and have the database completed 20 calendar days prior to exercise execution. Exact days will be determined by magnitude of exercise data but shall not exceed 30 calendar days.

**3.7.15.4.** The Contractor shall conduct database verification with the unit scheduled for the exercise no later than fifteen days prior to the exercise to ensure the operation, capabilities, and limitations of the simulation system are understood.

**3.7.15.5. Database Testing.** Successfully test (loading, launch, and execution) each and every database, to include terrain, prior to delivery to the customer.

**3.7.15.5.1.** Perform database updates as required to maintain correct and current data. The Contractor shall inform the COR or Government Lead when updates are made.

**3.7.15.6. Database Maintenance.** Identify, design, create, and access the requisite database necessary to maintain continuous operations for MRF-W Technical Control Forward, WARSIM-BDE, WIM, JLVC/ERF, Low Overhead Stimulation (MCST, ALOTT, ILOD etc.), and OneSAF, and other simulations fielded for training MTC units (assigned or attached).

**3.7.16. MCS/Simulations Integration.** The Contractor shall:

**3.7.16.1.** Configure, operate, and maintain Command and Control (C2) Adaptor to stimulate, as required, Army MCSs used during exercises.

**3.7.16.2.** Conduct C2 Adaptor thread testing in preparation for exercises as required by the Government.

**3.7.16.3.** Provide simulation to MCS integration using hardware and software translation devices linked to the simulations.

**3.7.17. Simulation/Stimulation/Device Integration.** Provide JLCCTC support integration in support of Virtual simulations and simulators.

**3.7.18. Intelligence Electronic Warfare Tactical Proficiency Trainer (IEWTPT).** The Contractor shall provide support to the IEWTPT Lower Enclave (LE) at Forts Killeen, Colorado Springs, Kansas City, El Paso, and Lawton. This support includes providing individual and team (section) intelligence MOS sustainment training and collective integrated training with simulated intelligence feeds/virtual data in support of local training objectives. The contractor will support the integration and operation of each for training events.

**3.7.18.1. General.** The Contractor shall provide (within the guidance of the government) intelligence warfighting functional area training for Intel individuals, sections, staffs and TUCs. The Contractor shall assist the training unit in developing specific training objectives supported by the IEWTPT system as well as other fielded intelligence simulations. The Contractor will configure, operate, and support all applications within the Technical Control Cell (TCC) and



associated system training interfaces. This will include the integration of IEWTPT capabilities into an exercise planning construct to meet designated training objectives for the supported MI/ISR systems, staffs, and TUCs. In support of training events in preparation for the use of IEWTPT, contractors will perform exercise planning, design, development, data scripting, and MESL development.

**3.7.18.2. IEWTPT Technical Support Specialists (TSS).** The Contractor is responsible for providing TSS with TS/SCI clearances and background experience. The Contractor shall coordinate, within the government's guidance, with associated exercise personnel to establish the TCC in support of training requirements. This includes defining exercise parameters; configuring system applications; setting-up databases; determining network connectivity; configuring switches; monitoring TCC system status; preparing and executing AAR; and integration with operational MI systems. The Contractor will perform basic level functions of cyber monitoring and TCC diagnostic tests, back-ups, system reconfiguration, and software loads/reloads. The Contractor shall attend operation and integration meetings, including but not limited to exercise rules of engagement, technical working group, exercise integration, post exercise review, operations laydown, intelligence laydown, scripting conferences and major combat operations planning, integration, and support meetings.

**3.7.18.3. IEWTPT Home Station Training Support Packages (TSP).** The Contractor shall update system/course PM provided TSPs based on each site priorities and objectives. These packages are built around the TCC training capabilities to support training in a standalone mode using the IEWTPT exercise simulation, or in integrated mode using a constructive simulation.

**3.7.18.4. Technical Control Cell (TCC) Support.** The Contractor will support the integration and operations of the TCC as described in the previous paragraphs. The LE can operate on the operational SIPRNET or on a closed network. The UE is designed to operate on operational JWICS. TSS will be required to acquire and maintain both SIPRNET and JWICS accounts in support of both Secret Collateral and TS/SCI training environments. They will operate both the lower and upper enclave to support unit training objectives per government guidance. The contractor is responsible for understanding and running all applications on both the upper and lower enclaves. The Contractor will configure the TCC to operate in either stand-alone mode as a Low Overhead Driver, or in integrated mode to enhance data from a constructive simulation. The contractor will be responsible for TCC configuration in support of the MC training network and to ensure simulation data is fed to/available to the MI collector/operator/analyst workstations. The Contractor will be required to support TCC operations from within the MTC and at (depending on configuration) other local training facilities or field sites, i.e., Installation Foundry sites. Specific TCC duties consist of:

- Support (as determined by the government lead) MI specific exercise development from start to finish.
- Participate in exercise design based on training objectives with an understanding of basic Military Intelligence core skills associated with the intelligence process and the Military Decision-Making Process (MDMP).



- Participate as SME in exercise planning and coordination in support of training for MI/ISR systems and Processing, Exploitation, and Dissemination (PED) operations.
- Coordination (as overseen by government lead) for MI/ISR Soldiers and sections training in support of training for ULO tasks, functions, and procedures for MI personnel especially CATS/ METL tasks associated with various MI specialties within team/crew level events.
- Developing, controlling, managing, and dynamically changing exercise data.
- Establish the TCC on the network (training closed or MC supported network)
- Perform system startup and shutdown.
- Operate the IEWTPT system in support of training/exercise events.
- Operator level maintenance and administration; password administration; creating and updating system profiles.
- Participate in exercise AARs: Gather and compile AAR data.
- Gather system usage data and report this data as directed by the government lead.
- Supporting operations in garrison and maneuver/training areas.
- Briefing system capabilities and limitations.

**3.7.18.5. Systems Security Authorization Agreement.** The Contractor Team lead at each site shall remain familiar with the Systems Security Authorization Agreement and coordinate any security related requirements with the local Site IAM/ISSM/ISSO or the IEWTPT IAM/ISSMO and the Government contracting officer.

**3.7.18.6. Recovery Operations.** The Contractor shall develop consistent standard operating procedures for backup and recovery procedures. Such procedures shall be documented in the MTC's Incident response Plan.

### **3.7.18.7. Software Maintenance and Support**

**3.7.18.7.1. Post Production Software Support (PPSS).** The Contractor is not responsible for providing PPSS, but shall provide the following support for the IEWTPT system:

- (a) Maintain executable or re-loadable software media in an operable condition.
- (b) Duplicate media for replacement or backup and distribute to the appropriate location.
- (c) Duplicate master media obtained from the Government.
- (d) Distribute and install approved software block update media.
- (e) Notify the appropriate PPSS office or Product Line acquisition PM of any system faults determined during testing or operational use.
- (f) Participate in new and revised software training.

**3.7.18.8. System Testing.** The Contractor shall perform system level testing to verify that changes implemented by the system developer have been implemented without degradation to the original system capabilities.

**3.7.18.9. User Interface.** The Contractor shall participate in the coordination and management of user interviews, audits, and surveys. Interviews shall serve to define/refine user needs so that

the current programs of instruction can be analyzed/modified to better meet TUC operational training environment.

**3.7.18.10. Exercise/Test Support.** The Contractor shall provide support to exercises and tests requested. This support shall consist of installing Government provided software patches or workarounds to sites performing testing or exercises. This support shall allow the site to continue with the exercise with only minimal DT and shall not inhibit capability of software.

**3.8. CONTRACTOR MANPOWER REPORTING (CMR):** The Contractor shall report ALL Contractor labor hours (including sub-Contractor labor hours) required for performance of services provided under this contract for this TO via a secure data collection site. The Contractor is required to completely fill in all required data fields using the following web address:

<http://www.ecmra.mil>

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year, beginning with 2022. Contractors may direct questions to the help desk at <http://www.ecmra.mil>

## SECTION 4 SPECIAL REQUIREMENTS

### 4.0. Special Requirements.

**4.1. Security Requirements.** Contractor personnel or any representative of the Contractor entering any Government reservation where services pertaining to this TO are performed, shall abide by all security regulations and their persons and property shall be subject to security checks.

**4.1.1.** The Contractor shall comply with all applicable security requirements—physical, personnel, and information. The Contractor shall ensure personnel perform physical security, classified information security, and IA security tasks IAW applicable regulations to safeguard classified information/equipment and high value Government purchased and owned equipment and software.

**4.1.2. Search and Seizure.** Contractor personnel and property shall be subject to search and seizure upon entering, leaving, working, or staying within the confines of any Government reservation where services pertaining to this TO are performed.

**4.1.3. Installation Access.** The Contractor shall be responsible for assuring all Contractor personnel authorized to perform work under this TO obtain installation access as required by DoD Directive 4630.5. Government furnished identification shall be returned to the Government when the employee no longer performs work for the Contractor under this TO.

**4.1.4. Personnel Security Clearance.** The services to be provided under this TO will require SECRET clearances and in some cases TOP SECRET, clearances with access to Sensitive Compartmented Information (SCI). The simulation and Joint Training & Experimentation Network (JTEN) networks may operate at classified level. TOP SECRET clearances with SCI access are required by selected personnel as deemed appropriate by the Government Sensitive Compartmented Information (SCI) Contract Monitor (SCI-CM) during phase-in and throughout the TO. The Contractor shall apply for Contractor personnel security clearances within twenty workdays after TO award. An interim clearance would suffice if all completed paperwork has been submitted; however, the completed security clearance shall be received within six months of its submission. All personnel security clearances shall be applied for by filling out appropriate forms and filing with the Contractor's Facility Security Officer (FSO). The Government will not assist with processing clearances or guarantee that security clearances will be granted to Contractor personnel under this TO. Application for personnel security clearances shall be processed IAW with policies and procedures established in DoD 5220.22-M, National Industrial Security Program Operating Manual. Personnel with interim clearances may be allowed to start work prior to receiving final clearance under this TO. The Contractor shall ensure assigned personnel have required investigations completed prior to assignment to sensitive duties associated with a position. If the clearance is completed with other than favorable results, the Contractor shall not allow the employee to commence work without prior written approval from the KO. During this application process, the Contractor will still be fully liable to perform as specified under this TO. Contractor personnel who have not received required security clearances shall not be allowed to perform under this TO. All initial and replacement personnel shall in-process through the MTC Government Security Manager. A listing of Contractor personnel clearance status shall be provided to the COR monthly.

**4.1.4.1. Defense Information Security System (DISS):** The Contractor's FSO shall ensure accurate cage codes and personnel status are entered in the Defense Information Security System (DISS) for assigned Contractor personnel. Contractors shall submit information into DISS for each Contractor employee providing support under this TO. In the event the Contractor does not have access to DISS, the Contractor shall submit a Visit Authorization Letter (VAL) to the MTC Security Manager for all Contractor personnel. A written VAL will only be authorized when electronic means are not available

**4.1.4.2. Derogatory Information.** The Contractor's FSO will notify, NLT the next duty day, the MTC Security Manager and SCI-CM upon receipt of any reported derogatory information that might adversely affect any Contractor employee's clearance or access.

**4.1.4.3. SCI Access.** The Contractor's FSO shall establish an Army Contractor Automated Verification System (ACAVS) account with INSCOM by emailing cseoperations@mi.army.mil. To ensure a valid need to know is established, the Contractor TOM shall coordinate with the SCI-CM to identify personnel who will require SCI access. Once identified, the TOM shall notify the FSO who will nominate in ACAVS for INSCOM action. This applies to all personnel providing intelligence training as well as selected technical and operations personnel.



**4.1.4.4.** A Top-Secret level clearance is required for all personnel who perform Sensitive Compartmented Information Facility (SCIF) activities at Fort Killeen and for work inside a Top Secret Work Area (TSWA) and at Foundry sites at Forts Kansas City, Colorado Springs, Lawton, and El Paso. A Top-Secret clearance with Special Compartmented Information (SCI) is also required for all personnel supporting the Intelligence Electronic Warfare Tactical Proficiency Trainer (IEWTPT) to perform functions on all components of the IEWTPT system. Only Contractor employees who maintain a valid security clearance shall be permitted to perform under this TO. Within 10 working days after TO performance start date, the Contractor shall provide to the COR for transmittal to the Directorate of Counterintelligence and Security (DCIS) a list of personnel, to include social security numbers, date and place of birth for each employee, with verification of required security clearance(s). Within thirty (30) calendar days after award of the MTC effort the Contractor shall ensure all personnel have completed the appropriate security forms, submitted the forms to DCIS and complied with all other requirements necessary for this check as stated in AR 604-5. A Contractor's application for clearance must be completed and submitted to DCIS prior to that employee performing any work under this TO. Submission will be made IAW CDRL A021.

**4.1.4.5.** The Contractor shall ensure that individuals assigned to sensitive positions, as determined by the Government, have completed the appropriate forms as described in DoD 5200.2, DoD Personnel Security Program. DoD 5200.2 requires DoD military and civilian personnel, as well as DoD consultant and Contractor personnel, who perform work on sensitive automated information systems, to be assigned to positions which are designated at one of three sensitivity levels (ADP-I, ADP-II, ADP-X). These designations equate to Critical Sensitive, Non-critical Sensitive and Non-sensitive. Non-US citizens/foreign nationals who have not obtained a "Position of Trust" level clearance will be unable to obtain a CAC, therefore unable to perform work on this TO.

**4.1.4.6. Common Access Cards (CAC).** All Contractor employees requiring computer access shall be required to obtain a CAC through the Trusted Associate Sponsorship System (TASS). All Contractor employees requiring a CAC must have at least a National Agency Check trustworthy investigation submitted through the Office of Personnel Management. This is a requirement for all Contractors to receive a CAC through the TASS and to have access to the any Department of the Army Local Area Network (LAN). Industrial/Company background investigations are unacceptable to receive a CAC or to have access to the LAN.

**4.1.4.6.1.** Prior to performance, the Contractor shall immediately provide notification by name of any potential employee for transmittal to DCIS and ensure the employee meets all requirements associated with application for clearance.

**4.1.4.7.** The X Corps MTC products are hosted on the DoD's NIPRNET and SIPRNET systems; occasionally products are hosted on the DoD's Joint Worldwide Intelligence Communication System (JWICS). The security requirements specified in DD Form 254 are applicable to this effort.



**4.1.4.8.** As directed by the COR, the Contractor will require access to: Secret/Top Secret information; foreign Government information; and For Official Use Only (FOUO) Information. The Contractor shall also require access to the SIPRNET, and NIPRNET systems, and occasionally, for selected personnel, the JWICS system.

**4.1.4.9.** In performance of this TO, the Contractor shall have access to classified information only at Government Activities; be authorized to use the services of the Defense Technical Information Center (DTIC) or other secondary distribution center; and have Operations Security (OPSEC).

**4.1.4.10.** Security Classification Specification will be as prescribed in the DD 254 at Technical Exhibit 7. Sufficient Contractor personnel assigned to this effort must possess a current Single Scope Background Investigation (SSBI). Personnel supporting this effort will require security clearances and billets up to the Sensitive Compartmented Information (SCI) level and shall require substantial access to Government offices and SCI areas, data, and facilities to successfully accomplish the tasking identified within the PWS. Contractors shall conform to all security requirements as specified in the DD Form 254.

**4.1.4.10.1. SCI Justification:** The Contractor will require access to SCI information and databases to successfully accomplish this tasking. Specifically, this task requires access to all source intelligence databases and workspaces to provide the most authentic and timely intelligence information that can be provided to support scenarios and training evolutions. Consideration shall be given to the spectrum of operations, through all likely phases of modern warfare, in accomplishment of the tasking outlined in this PWS. Due to the nature of operations, the Contractor shall require access to SCI as directed by the Government. This type of information is necessary to examine, analyze, and determine the most effective methods of MC training support regarding operations and environments. This task will involve access to intelligence data and systems, including SCI-level access to Intel Link (IL), JWICS, and the Joint Deployable Intelligence Support System (JDISS) to perform analysis and integration tasks. Real-time intelligence capabilities, links, and threads must be woven into the operational training support to be provided to the TUC.

**4.1.4.11.** Performance applications and day-to-day activities and operations occur on the Unclassified (NIPR) and Secret (SIPR) networks. There will be specific tasks where some individuals will require the use of the Joint Worldwide Intelligence Communications System (JWICS) or access to Sensitive Compartmented Information Facilities (SCIF). Personnel supporting this task must have at least a SECRET security clearance, but some will require a TOP SECRET security clearance with SCI access.

**4.1.4.12. Physical Security.** The Contractor shall be responsible for safeguarding all Government equipment, information, and property provided for Contractor use. At the close of each work period, Government facilities, equipment, and materials shall be properly secured. The Contractor shall be responsible for safeguarding all Government equipment, information and property provided for Contractor use. The Contractor shall assist in the planning, coordination,

and execution of physical security and access control to all MTC facilities and campuses when required. The Contractor shall adhere to all established DoD, Army and MTC regulations, as well as Governmental Standard Operating Procedures (SOP) pertaining to physical security and access control and establish a system of accounting for all keys issued to Contractors. Contractor shall ensure that at the end of each work period, all Government facilities, equipment, and materials are secured. The Contractor shall submit a physical security control plan to the COR for review and approval 30 working days after performance start date.

**4.1.4.12.1. Access and Handling of Classified Material.** The Contractor shall comply with Federal Acquisition Regulation (FAR) 52.204-2, Security Requirements. This clause involves access to information classified “Confidential,” “Secret,” or “Top Secret” and requires Contractors to comply with (1) the Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M), and (2) any revisions to DoD 5220.22-M, notice of which the Government will furnish to the Contractor after TO award.

**4.1.4.12.2. Physical security** includes but is not limited to the following activities: Providing physical access to all MTC facilities for all scheduled training/non-training activities; briefing guards during training events; ensuring personnel granted access are not violating SOPs and DoD regulations during the conduct of training/non-training events; ensuring MTC facilities are properly secured during training/non-training events IAW Government SOPs and DoD regulations; correct when possible or report all violations as soon as they are found to the security manager and COR.

**4.1.4.12.3. Disclosure of Information:** Performance under this TO may require the Contractor to access data and information proprietary to a government agency, another Government Contractor or of such nature that its dissemination or use other than as specified in this work statement would be adverse to the interests of the Government or others. Neither the Contractor, nor Contractor personnel, shall divulge nor release data or information developed or obtained in performance of this TO, except to authorized Government personnel or upon written approval of the COR. The Contractor shall not use, disclose, or reproduce proprietary data that bears a restrictive legend, other than as specified in this work statement.

**4.1.4.12.4. Nondisclosure:** Neither the Contractor nor the Contractor’s employees shall disclose or cause to be disseminated, any information concerning the operations of the activity which could result in, or increase the likelihood of, the possibility of a breach of the activities’ security or interrupt the continuity of its operation. Disclosure of information regarding operations and services of the activity to persons not entitled to receive it, or failure to safeguard any classified information that may come to the Contractor (or any persons under the Contractor’s control) in connection with work under this TO, may subject the Contractor, Contractor’s agent, or Contractor employees to criminal liability under Title 18, Sections 793 and 798 of the United States Code.

**4.1.4.12.5.** Inquiries received by the Contractor for work performed under this TO shall be referred to the Government COR for evaluation under the Freedom of Information Act, Public

Law 93-502, 5 USC Section 552. The determination whether records will be released will remain with the Government. The Contractor shall be responsible for search and submission of records upon request by the Government.

**4.1.4.12.6.** The Contractor shall not release any information (including photographs, files, public announcements, statements, denials, or confirmations) on any part of the subject matter of this TO or any phase of any program hereunder without the prior written approval of the COR. The Contractor shall not release information regarding individuals without prior authority of the COR. All documentation showing individuals' names or other personally identifiable information will be controlled and protected. The provisions of the Privacy Act of 1974 shall apply.

**4.1.4.12.7. Classified Information:** The Contractor shall comply with FAR 52.204-2, Security Requirements. This clause involves access to information classified "Confidential," "Secret," or "Top Secret" and requires Contractors to comply with (1) the Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M), and (2) any revisions to DoD 5220.22-M.

**4.1.4.12.8.** The Contractor shall be responsible for safeguarding all Government equipment, information and property provided for Contractor use IAW MTC Physical Security SOP and applicable Army Regulations. At the close of each work period, Government facilities, equipment, and materials shall be secured.

**4.1.4.12.9. Antiterrorism Measures.** To assess and reduce critical vulnerable areas at the various worksites, the Contractor shall assess the work site and new employees to reduce potential vulnerabilities and either correct the vulnerabilities or bring them to the attention of the COR. Of particular emphasis shall be the assessment of individual physical and procedural security measures that are in place to secure the workplace. After conducting the assessment, the Contractor shall implement those measures that are appropriate for protection and prevention. Included in the protection and prevention should be to continually build antiterrorism awareness in the workforce. This assessment shall also be focused on the workforce of the Contractor. The Contractor shall provide a written report to the KO/COR of any disciplinary action taken against Contractor employees because of safety and/or security violations including a description of the incident within five working days.

**4.1.4.12.10. Key Control.** The Government shall furnish keys, to include key cards, lock combinations, and locks as required for the performance of the TO. The Contractor shall develop and implement procedures to ensure that keys issued to the Contractor by the Government are safeguarded IAW AR 190-11, AR 190-51, and AR 190-13. The Contractor shall establish and implement procedures to ensure all keys/key cards issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards and badges. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included



in the Quality Control Plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas.

**4.1.4.12.10.1. Key Control Violation.** The Contractor shall immediately report any occurrences of lost, misplaced, or duplicate keys to the COR and submit a written report to the COR by 1700 hours the following duty day. The written report shall provide complete details regarding the circumstances.

**4.1.4.12.10.2. Key Replacement.** In the event a key is duplicated, misplaced, or lost, all locks and keys for the system shall be replaced by the Government. The Contractor shall reimburse the Government the actual Government cost (including associated Government labor) for the resulting replacement of locks or re-keying to include rekeying of an entire system in the event a master key is lost, misplaced, or duplicated. The total cost of re-keying or the replacement of the lock or locks shall be deducted from the monthly payment due to the Contractor. Deducting such payment does not reduce the liability of the Contractor for any other damages incurred by the Government because of any lost keys.

**4.1.4.12.10.3.** The Contractor shall ensure that cipher and combination lock combinations are not compromised.

**4.1.4.12.10.4.** The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than Contractor employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the Government. The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons.

**4.1.4.12.10.5.** The Contractor shall prohibit the use of Government issued keys/key cards and badges by any persons other than those who work at the MTC. The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than MTC authorized personnel engaged in the performance of assigned work in those areas, or personnel authorized entrance by the COR.

**4.1.4.12.10.6. Lock Combinations.** The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons. The Contractor shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations. These procedures shall be included in the Contractor's Quality Control Plan.

**4.1.4.12.10.7. Access and General Protection/Security Policy and Procedures:** Access to Army installations is provided through the Installation Access Control System (IACS). All Contractor employees working under this TO shall possess a valid, up-to-date Common Access Card (CAC) (according to their accreditation status) and be registered in IACS through the local IACS office for installation access. Additionally, all Contractor employees shall be vetted through JPAS to ensure they have proper background checks for CAC issue. Contractors and



their employees are cautioned that access to military installations could include a random search of their vehicle. The Contractor shall comply with applicable installation, facility, and local security policies and procedures. The Contractor shall also provide all information required for background checks as required by local authorities. The Contractor workforce shall comply with all personal identity verification requirements as directed by DoD, HQDA, and/or local policy. In addition to the changes authorized by the changes clause of this TO, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in Contractor security matters or processes.

**4.1.4.12.10.8. Operational Security (OPSEC):** The Contractor shall comply with all applicable Department of Defense (DoD), Department of the Army, and local security regulations and procedures during the performance of this TO. The Contractor shall not disclose, and must safeguard, procurement sensitive information, computer systems and data, Privacy Act data, and Government personnel work products that are obtained or generated in the performance of this TO. Neither the Contractor nor any of its contract service providers shall disclose or cause to disseminate any information concerning operations of military activities to unauthorized personnel. Such action(s) could result in violation of the contract and possible legal actions. Questions concerning OPSEC should be directed to the requiring activity OPSEC Officer.

**4.1.4.12.10.9. Privacy Act and Sensitive Information:** The Contractor shall comply with requirements of DoD Directive (DODD) 5400.11 regarding control of privacy act information. Specifically, the Contractor shall ensure that any personally identifiable information (such as, but not limited to, individuals names and associated personal contact information or social security numbers) is restricted to access required for execution of this TO and is not disclosed or stored on any unsecure systems. Personnel shall adhere to the Privacy Act, (5 U.S.C. § 552a) and applicable Agency rules and regulations. Contractor personnel shall not divulge, or release privacy data or information developed or obtained in the performance of this contract award, until made public or specifically authorized by the Government. The Contractor shall not use, disclose, or reproduce a third-party company's proprietary data, other than as authorized and required in the performance of this TO. The Contractor shall notify the COR within 24 hours, identifying personnel that no longer require access to Government Information Systems (IS).

## **4.2. GOVERNMENT FURNISHED ITEMS AND SERVICES.**

**4.2.1. General:** The Government shall provide the facilities, equipment, materials, and/or services listed below that are incidental to the place of performance as described in FAR 45.000 (b) (5).

- Continuous Command-furnished workspace and access to classified networks within the designated workspace for the preparation and storage of up to Secret (and occasionally Top-Secret SCI) data and any document annexes associated with the efforts described in this PWS will be provided by the Government.

- Simulation computers, networks, routers, switches, and all associated equipment and materials to support operations will be provided by the Government.
- As deemed necessary by the Government, use of non-tactical Government and commercial rental vehicles may be provided for official Government purposes and the Contractor assumes liability of use.

**4.2.2. Property and Equipment.** The Government will provide adequate workspace (property) and equipment to assist the Contractor in performance of this TO.

**4.2.2.1. Safeguarding Government Property.** The Contractor shall be responsible for proper care, accountability, preventive maintenance, and safeguarding all Government property in its possession or control from the time of receipt until properly relieved of stewardship responsibility. The Contractor shall secure all Government facilities, equipment, and materials at the end of each duty day. The Government will not be responsible in any way for damage to the Contractor's supplies, materials, equipment, and property or to Contractor personnel's personal belongings that are damaged or destroyed by fire, theft, accident, or other disaster. Contractor limits of liability and responsibility for investigating and reporting of shortages, loss, damages, or destruction of Government property shall be IAW the applicable property clauses contained in the TO. The Contractor shall be held accountable for replacement of missing items in the event of a theft due to the negligence of the Contractor.

**4.2.2.2. Incidental Property.** The Government will furnish to the Contractor incidental property to perform tasks under this TO. Government property shall be used only in performance of this TO. The Contractor's personnel shall not relocate Government furnished automation, or office furniture or equipment unless approved or directed by the COR. The Government will provide essential day-to-day consumable operating supplies required for the preparation and conduct of training exercises (e.g., paper, pens, staplers, staples, tape, paper clips, computer discs, printer paper, printer cartridges, and general office materials) required for the performance of this TO. The COR will resolve any questions as to unusual requirements for supplies. The Government will also provide infrastructure-type services to the Contractor such as utilities, a Local Area Network (LAN), and emergency medical, police, and rescue services. Refusal to accept some or all of the GFP offered by the Government will not relieve the Contractor from performance but will relieve the Government from the obligation of providing the same or similar GFP at a future date. The Contractor shall not use GFP for other than the performance of work under this PWS and shall not remove GFP from supported areas without approval of the KO.

**4.2.2.3. Information Management Systems.** The Government will provide desktop or laptop computing services, network support, and applications programming services to the Contractor. Government Furnished Information Management systems shall be utilized for "Official Business" only, in direct support of this TO. Computer workstations and network lines located in facilities to be occupied by the Contractor shall be provided by the Government for Contractor use. These workstations will be provided on a case-by-case basis, as approved by the COR. Government Furnished workstations shall only be used for transaction of official business in direct support of this TO. The Government will upgrade hardware in support of the lifecycle

replacement program. Contractor owned software and hardware can only be loaded on to Government provided workstations after approval has been granted by the Designated Approval Authority (DAA) IAW Department of the Army Regulation 25-2, IA. The use of PEDs or like devices on the Government network will have to meet the authentication and data security provisions of AR 25-2. This approval must be completed prior to installing any software, hardware or the use of any devices. Additionally, non-Government provided workstations cannot be connected to the installation Local Area Network (LAN) without prior approval by the NETCOM. Use of all workstations on the LAN constitutes consent to security monitoring.

**4.2.2.4. Work Area Alteration.** No alterations to the work areas shall be made without specific written permission from the COR.

**4.2.3. Equipment Maintenance and Repair.** Coordination and approval for the routine maintenance and repair of Government Furnished Equipment will be made IAW standard operating policy. This includes the use of the trouble ticket system. The Government will provide maintenance and repair due to fair wear and tear for Government owned equipment. The repair of GFE that has been damaged due to Contractor negligence or accident will be coordinated through the KO/COR. If GFE is physically removed from the control of the Contractor, it is the Contractors' responsibility to ensure a DA Form 2062 is completed prior to relinquishing control of the GFP. The DA Form 2062 documents the temporary custody of property.

**4.2.4. Hand Receipt and Property Control.** All property issued to the Contractor for Contractor use, property provided to the Contractor for maintenance or property issued to the Contractor that is turned in or otherwise provided to another entity for maintenance or turn in shall be IAW AR 190-51.

**4.2.5. Government Software.** The Government will provide all software necessary for the accomplishment of work assigned under this TO. The Contractor shall submit data in a format compatible with standard Microsoft/office software tools.

**4.2.6. Facilities.** The Government will provide Contractor personnel who perform at the Government site with appropriate office facilities. The Government will maintain ownership of all real property, fixtures, appurtenances, and facilities that are provided to the Contractor. The Contractor shall maintain the Government Furnished Facilities in a clean and neat condition. The Contractor shall not mark or affix any decals, emblems or signs portraying the Contractor's name or logo to Government Facilities. The Contractor shall not make alterations to Government Furnished Facilities without the prior approval of the COR. The Contractor shall secure Government Furnished Facilities when not occupied by Contractor personnel.

**4.2.7. Parking.** The Government will provide parking space for Contractor employees' privately owned vehicles (POVs) for use during their normal duty work hours.

**4.2.8. Keys.** The Government will provide the Contractor with a marked set of keys to facilities and equipment being used by the Contractor in the performance of this work statement. The



Government will provide duplication of keys when requested by the Contractor and approved by the COR.

**4.2.9. Publications.** The Government will provide publications required in support of this work statement.

**4.2.10. Government Furnished Services.** The Government will furnish certain services for the Contractor's use, including utilities, refuse collection (this does not relieve the Contractor from being required to empty office waste receptacles, information management systems, security, fire, environmental, and emergency services. Use of these utilities by the Contractor shall be subject to the provisions of the respective Installation Regulation 420-9, Conservation of Utilities.

**4.2.11. Communications.**

**4.2.11.1. Telephone Instruments and Lines.** Government communications systems, including telephone instruments and lines located in Government Furnished Facilities will be provided to the Contractor for work related purposes. Long distance phone service for official business is included as a Government Furnished Service. Mobile phone, pager equipment and associated services are not included. Use of Government communication systems constitutes consent to monitoring at all times.

**4.2.11.2. Telephone Changes and Repairs.** The Contractor shall not move, remove, add, alter, or reconfigure Government communication systems, networks, or lines without Government official approval, which must be obtained by written request. The Contractor shall notify the COR when maintenance or repair of telephones or telephone lines is required.

**4.2.12. Copying, Printing, and Reproduction.** The Government will provide copy machines for limited copying of official reports, documents, and correspondence.

**4.2.13. Emergency Medical Care.** Medical services for Contractor personnel are the responsibility of the Contractor. However, the Government will provide, on an emergency basis, medical services for job related injuries while an employee is performing under this TO. Emergency medical care is available to the Contractor employees at the local Army Medical facility. Such emergency medical care will be limited to those services necessary to prevent undue suffering or loss of life/limb and will be provided only during the period of emergency. In such circumstances, action shall be taken to transfer employees of the Contractor to a civilian health care provider as soon as the emergency period ends. The Contractor shall reimburse the Government for emergency medical services provided upon receipt of an invoice issued by medical representative offices at the established Army rate. If the invoice is not paid, cost may be offset by the KO/COR against future payments to the Contractor.

**4.2.14. Fire Protection.** The Government will provide fire protection service of the installation Fire Department. The emergency telephone number is 911.



**4.2.15. Police Protection.** The Government will provide security and police protection service of the installation Directorate of Emergency Services (DES). The emergency telephone number is 911.

**4.2.16. Refuse Collection.** The Government will collect refuse (non-recyclable solid waste that is not hazardous waste, hazardous substance, construction, and demolition debris, nor hazardous material) from assigned waste receptacles. The Contractor shall comply with all Government programs pertaining to pollution prevention and solid waste reduction, including ongoing recycling initiatives.

### **4.3. CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES.**

**4.3.1. General.** Except for those items specifically stated to be Government furnished, the Contractor shall furnish everything required to perform this PWS. Contractor furnished property and services shall be compatible with existing Government systems.

**4.3.1.1.** At the direction of the KO/COR, the Contractor shall provide purchasing support to MTC for supplies/equipment needed to accomplish the mission under this Contract. The Government will approve all items prior to execution of any purchase order and ensure that use of the TO is the most cost effective and efficient means to ensure interoperability or to meet standards. Equipment purchased under this TO is the property of the Government and shall be transferred to the respective MTC upon receipt. The equipment will then be sub-hand receipted to the Contractor for use in performing specific tasks.

**4.3.2. Services.** Contract personnel shall maintain their work area and common areas in a neat, clean, and habitable condition at all times.

- Sweeping and trash pick-up within their work area.
- Participate in the installation recycle program while at their place of duty,
- Trash removal to local dumpsters on (as a minimum) a weekly basis.
- Under some conditions, may be required to assist in snow removal from sidewalks or to maintain outside training areas for safety purposes.

**4.3.2.1.** The Contractor shall submit to the Government a facility use plan for the establishment of classrooms, work cells, reconfigurable TOCs and other training areas at least 30 calendar days prior to start of a training event/exercise.

**4.3.3.** The Contractor shall be required to reconfigure training areas (classrooms, reconfigurable tactical operation centers, work cells, and other training areas) to meet requirements of the training audience at the direction of the Government. On occasion, the Contractor shall be required to move equipment from one building to another to support training requirements.

**4.3.4.** The Contractor shall install equipment and ensure it is operational in classrooms, work cells, reconfigurable TOCs and other training areas based on plans developed by the Contractor and approved by the Government.

**4.3.5.** The Contractor shall be responsible for the removal of packaging and shipping materials to the designated Government provided recycle bin.

**4.3.6. Deliverables.** The Contractor shall submit deliverables IAW the PWS, the Deliverables Table, and the CDRLS.

**4.3.7. Contractor Acquired Property (CAP).** The Contractor shall acquire only those items needed to perform tasks under this PWS. Items purchased as required by the Government will become Government property. Documents from CAP will be turned over to the Government to ensure proper identification and accountability.

## SECTION 5 DELIVERABLES

<u>CDRL</u>	<u>Title</u>	<u>Frequency</u>
A001	Monthly Report	Monthly
A002	Funds Status Report	Monthly
A003	Exercise Planning Guide	Quarterly
A004	Trip Report	As Needed
A005	Quality Control Plan	Once
A006	Phase Out Plan	Once
A007	CIR	As Needed
A008	Task Order Manager Appointment Letter	Once, as necessary
A009	Presentation Material	As Needed
A010	Warfighter Catalog Update	Semi-Annual

A011	Training Statistics Report	Quarterly
A012	No-Show Report	As Needed
A013	Inventory Report	Monthly
A014	Network Failure Report	As Needed
A015	Learning Assessment Report	Monthly
A016	Master Event Calendar Update	Daily
A017	Virtual and Gaming System Usage Data Report	Monthly
A018	Exercise Support Plan Input	As Needed
A019	AAR Plan	As Needed
A020	Technical Information Report (TIR)	As Needed
A021	Personnel and Security Roster	As Needed

## SECTION 6 ACRONYMS and DEFINITIONS

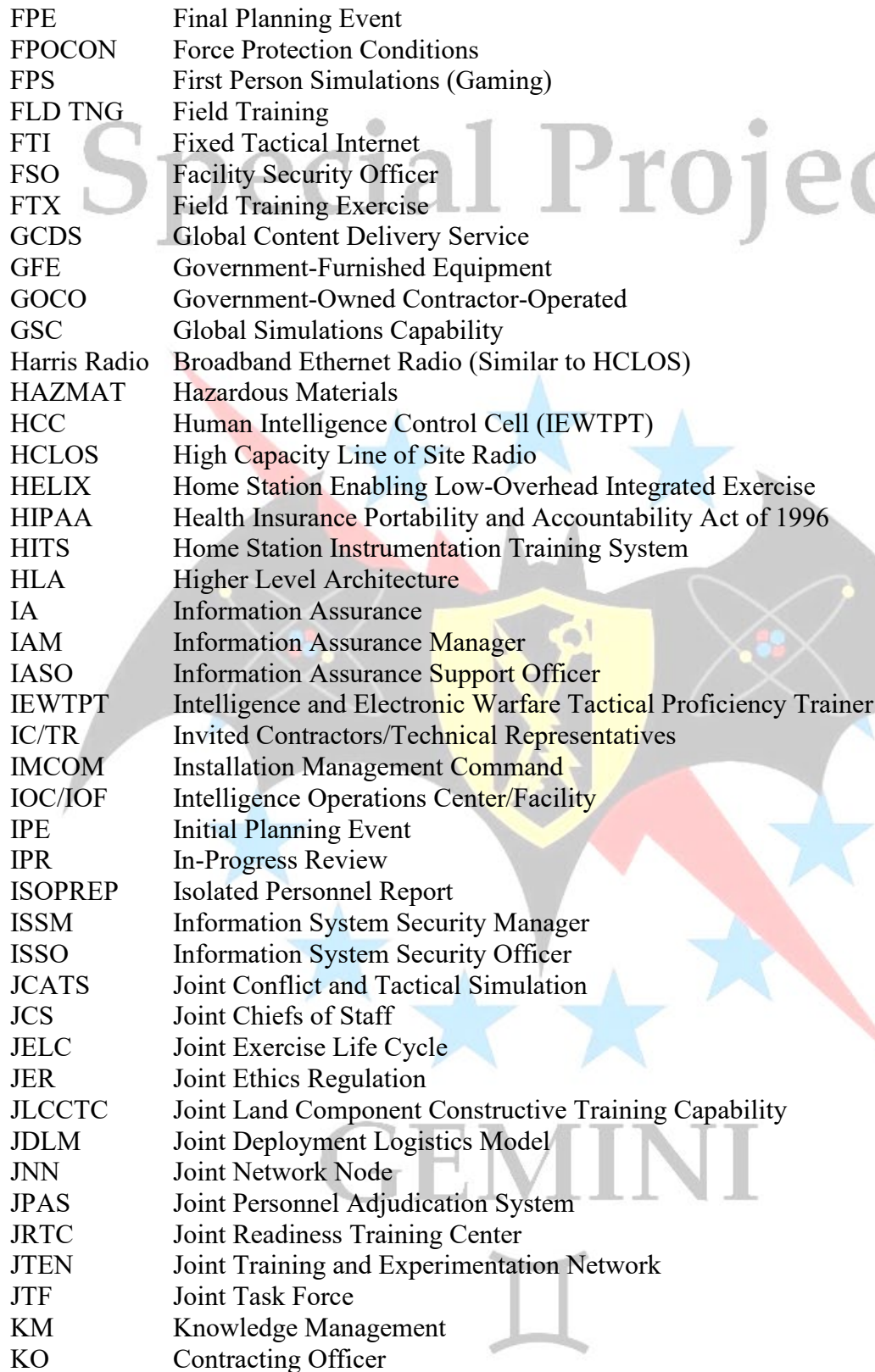
### 6.0. ACRONYMS

AAR	After Action Review
ACOR	Alternate Contracting Officer's Representative
ACTF	Army Constructive Training Federation
AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
ASTi	Advanced Simulation Technology, Inc.
AT	Anti-Terrorism
AT	Annual Training
AVCATT	Aviation Combined Arms Tactical Trainer
AWSIM	Air Warfare Simulation
C4I	Command, Control, Communications, Computers and Intelligence
CAC	Combined Arms Center / Common Access Card
CAM	Combined Arms Maneuver
CAPR	Capability Request
CATS	Combined Arms Training Strategy

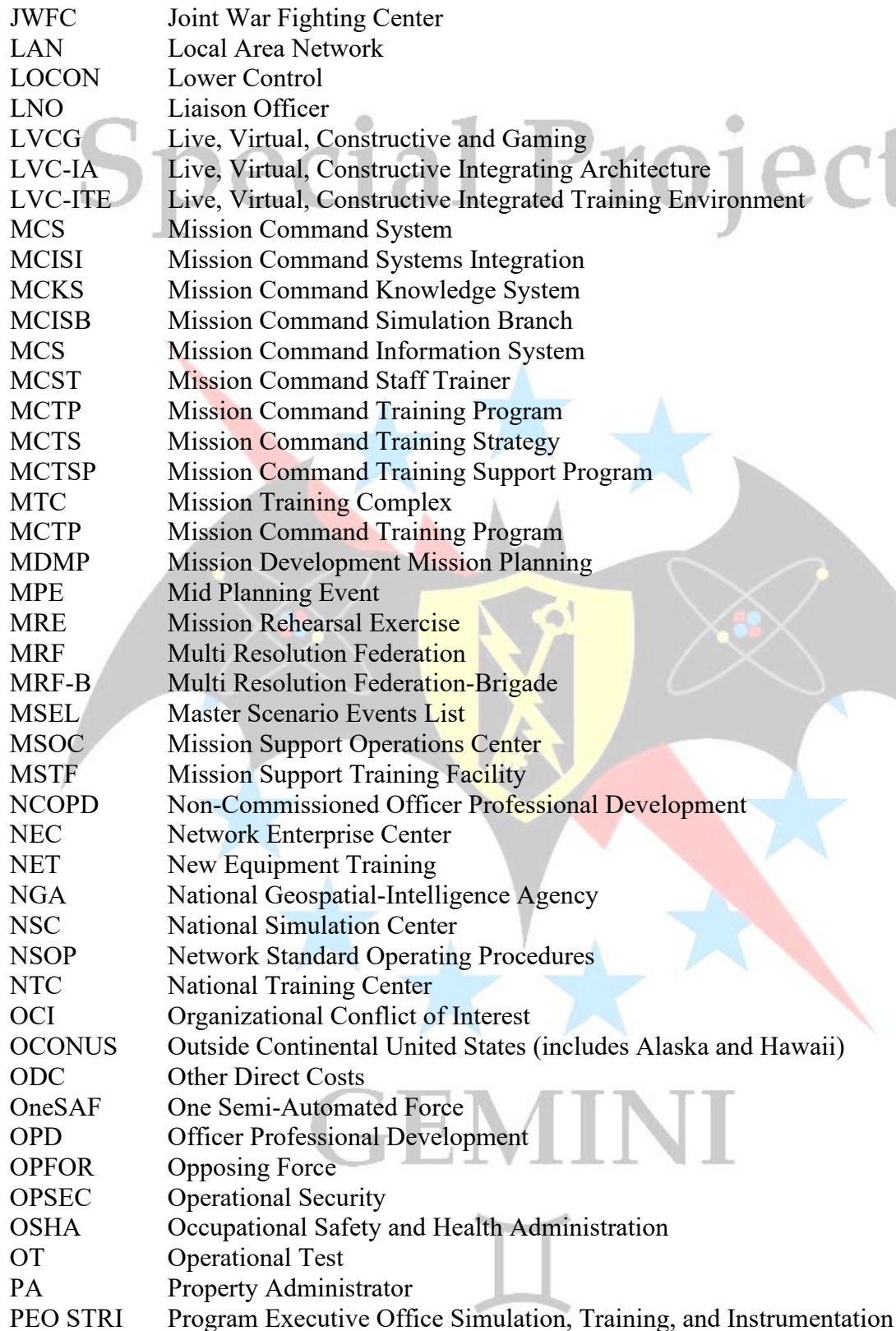


CDC	Concept Development Conference
CDR	Contract Discrepancy Report
CDRL	Contract Deliverable
CDT	Common Driver Trainer
CBT TNG	Combat Training
CE	Computing Environment
CENTRIX	Combined Enterprise Regional Information Exchange System
CFE	Contractor Furnished Equipment
CFR	Code of Federal Regulations
CIR	Contractor's Inspection Report
CLIN	Contract Line Item Number
CM	Configuration Management
CMD GP	Command Group
CNR	Combat Net Radio
COMSEC	Communication Security
COIST	Company Intelligence Support Team
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer's Representative
COTS	Commercial off the Shelf
CP	Command Post
CPOF	Command Post of the Future
CPX	Command Post Exercise
CVS	Contractor Verification System
DA	Department of the Army
DATE	Decisive Action Training Environment
DBST	Digital Battle Staff Trainer
DD254	Department of Defense Contract Security Requirement List
DES	Director, Emergency Services
DFARS	Defense Federal Acquisition Regulation Supplement
DIS	Defense Interactive Simulation
DSTS	Dismounted Soldier Training System
DoD	Department of Defense
DMG	Digital Master Gunner Course
DIACAP	DoD Information Assurance Certification & Accreditation Program
EAC	Echelon above Corps
EAD	Echelon above Division
ECP	Exercise Control Plan
EDI-PI	Electronic Data Interchange Person Identifier/Number
ENDEX	End of Exercise
ERF	Entity Resolution Federation
ESP	Exercise Support Plan
FAR	Federal Acquisition Regulation
FAMSIM	Family of Simulations
FCX	Fire Control Exercise





FPE	Final Planning Event
FPOCON	Force Protection Conditions
FPS	First Person Simulations (Gaming)
FLD TNG	Field Training
FTI	Fixed Tactical Internet
FSO	Facility Security Officer
FTX	Field Training Exercise
GCDS	Global Content Delivery Service
GFE	Government-Furnished Equipment
GOCO	Government-Owned Contractor-Operated
GSC	Global Simulations Capability
Harris Radio	Broadband Ethernet Radio (Similar to HCLOS)
HAZMAT	Hazardous Materials
HCC	Human Intelligence Control Cell (IEWTPT)
HCLOS	High Capacity Line of Site Radio
HELIX	Home Station Enabling Low-Overhead Integrated Exercise
HIPAA	Health Insurance Portability and Accountability Act of 1996
HITS	Home Station Instrumentation Training System
HLA	Higher Level Architecture
IA	Information Assurance
IAM	Information Assurance Manager
IASO	Information Assurance Support Officer
IEWTPT	Intelligence and Electronic Warfare Tactical Proficiency Trainer
IC/TR	Invited Contractors/Technical Representatives
IMCOM	Installation Management Command
IOC/IOF	Intelligence Operations Center/Facility
IPE	Initial Planning Event
IPR	In-Progress Review
ISOPREP	Isolated Personnel Report
ISSM	Information System Security Manager
ISSO	Information System Security Officer
JCATS	Joint Conflict and Tactical Simulation
JCS	Joint Chiefs of Staff
JELC	Joint Exercise Life Cycle
JER	Joint Ethics Regulation
JLCCTC	Joint Land Component Constructive Training Capability
JDLM	Joint Deployment Logistics Model
JNN	Joint Network Node
JPAS	Joint Personnel Adjudication System
JRTC	Joint Readiness Training Center
JTEN	Joint Training and Experimentation Network
JTF	Joint Task Force
KM	Knowledge Management
KO	Contracting Officer



JWFC	Joint War Fighting Center
LAN	Local Area Network
LOCON	Lower Control
LNO	Liaison Officer
LVCG	Live, Virtual, Constructive and Gaming
LVC-IA	Live, Virtual, Constructive Integrating Architecture
LVC-ITE	Live, Virtual, Constructive Integrated Training Environment
MCS	Mission Command System
MCISI	Mission Command Systems Integration
MCKS	Mission Command Knowledge System
MCISB	Mission Command Simulation Branch
MCS	Mission Command Information System
MCST	Mission Command Staff Trainer
MCTP	Mission Command Training Program
MCTS	Mission Command Training Strategy
MCTSP	Mission Command Training Support Program
MTC	Mission Training Complex
MCTP	Mission Command Training Program
MDMP	Mission Development Mission Planning
MPE	Mid Planning Event
MRE	Mission Rehearsal Exercise
MRF	Multi Resolution Federation
MRF-B	Multi Resolution Federation-Brigade
MSEL	Master Scenario Events List
MSOC	Mission Support Operations Center
MSTF	Mission Support Training Facility
NCOPD	Non-Commissioned Officer Professional Development
NEC	Network Enterprise Center
NET	New Equipment Training
NGA	National Geospatial-Intelligence Agency
NSC	National Simulation Center
NSOP	Network Standard Operating Procedures
NTC	National Training Center
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
OneSAF	One Semi-Automated Force
OPD	Officer Professional Development
OPFOR	Opposing Force
OPSEC	Operational Security
OSHA	Occupational Safety and Health Administration
OT	Operational Test
PA	Property Administrator
PEO STRI	Program Executive Office Simulation, Training, and Instrumentation



POC	Point of Contact
POI	Program of Instruction
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RETRANS	Retransmission
RMF	Risk Management Framework
RTM	Run Time Manager
RVTT	Reconfigurable Vehicle Tactical Trainer
RCTS	Route Clearance Training Services
SECORE	Synthetic Environment Core
SIMLAN	Simulations Local Area Network
SINGARS	Single Channel Ground and Airborne Radio System
SONET	Synchronous Optical Networking
STAFFEX	Staff Exercise
STX	Situational Training Exercise
SCIF	Sensitive Compartmented Information Facility
SBI	Special Background Investigation
TACSIM	Tactical Simulation
TADSS	Training Aids, Devices, Simulators and Simulations
TASS	Trusted Associate Sponsorship System
TBOC	Training Brain Operations Center
TDY	Temporary Duty
TEWT	Training Exercise Without Troops
TMC	Tactical Mission Command
TCC	Technical Control Cell
TE	Technical Exhibit
TEO	Training Event Outline
TIPS	Tactical Interface Point Sites
TIGR	Tactical Ground Reporting
TIR	Technical Incident Report
TIWG	Technical Integration Working Group
TOCEX	Tactical Operations Center (TOC) Exercise
TRADOC	U.S. Training and Doctrine Command
TSP	Training Support Package
TUC	Training Unit Commander
ULO	Unified Land Operations
VBS 2	Virtual Battle Space 2
VTC	Video Teleconference
WAN	Wide Area Network

WARSIM	Warfighter's Simulation
WFF	Warfighter Functions
WIM	WARSIM Intelligence Model
WIN-T	Worldwide Information Network-Tactical

### 6.0.1 DEFINITIONS:

**AFTER ACTION REVIEW (AAR):** A structured review of actions taken during an exercise or battle. It may be a written or verbal analysis of various actions taken during the conduct of a battle.

**BLENDED TRAINING:** A current training approach that uses live, virtual, constructive, and gaming capabilities, simultaneously in a non-persistent or consistent manner, to create more realistic collective training that meets the TUC's training objectives.

**CAPABILITY.** The ability to achieve a desired effect under specified standards and conditions through combinations of means and ways to perform a set of tasks. It is defined by an operational user and expressed in broad operational terms in the format of a joint or initial capabilities document or a joint doctrine, organization, training, materiel, leadership and education, personnel, and facilities (DOTMLPF) change recommendation. A capability is characterized to achieve an end. Under the ends, ways, and means paradigm there may be other ways or means to achieve an end so that a capability may be one means, but not the only means, to achieve the desired effect.

**COMMAND POST EXERCISE (CPX):** An exercise in which the forces are simulated or scripted, involving the commander, the staff, and communication within and between HQs.

**CONFEDERATION OF SIMULATION MODELS:** A collection of simulation models: Air Warfare Simulations (AWSIM), JLCCTC, and Research Evaluation and Systems Analysis (RESA) are examples.

**CONSTRUCTIVE:** Constructive models and simulations involve simulated people operating simulated systems. Real people stimulate (make inputs) to such simulations but are not involved in determining the outcomes.

**CONTROLLER:** An individual or a group of individuals who run an exercise, ensure all exercise objectives are met and represent higher, lower, and adjacent units through interfacing with a computer simulation.

**CONTRACTOR.** The Contractor is a supplier or vendor having a contract to provide specific supplies or services to the Government. The term used in this TO refers to the prime Contractor.



**CONTRACTING OFFICER (KO).** The KO is a person with authority to enter, administer, and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: This is the only individual who can legally bind the Government.

**CONTRACTING OFFICER'S REPRESENTATIVE (COR).** The Contracting Officer has designated a contracting officer's representative (COR) at the Fort Killeen MTC, in writing, to assist in the technical monitoring and administration of this contract. The COR will serve as the primary point of contact between the Government and the contractor. The COR is an employee of the U.S. Government appointed to administer the TO. Such appointment shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract and does not constitute a change. This individual does NOT have authority to change the terms and conditions of the TO. The Government will provide the contractor with a copy of the COR's designation which outlines the extent of the COR's authority to act on behalf of the contracting officer. The Contracting Officer has designated a Quality Assurance Representative (QAR) at each spoke site, approved in writing, to assist in the oversight of contract operations at the respective sites.

**CULMINATING TRAINING EVENT (CTE).** A MC training event conducted at the end of the Sustainment Readiness Model Reset Phase or USF to validate a unit's ability to integrate Army MC Information Systems and demonstrate the unit is ready to conduct collective MC training.

**DEFICIENCY.** A service output that does not meet the standard of performance associated with the PWS.

**DELIVERABLE.** An end item (tangible item of supply) or a service (measurable but intangible) that is required to be delivered (or performed) under the contract for which the Contractor has incurred cost to deliver. Deliverables may include shifts of work performance, reports, participation in meetings, etc.

**ENTITY RESOLUTION FEDERATION (ERF):** A federation of simulations with simulation MC interfaces, data collection and after-action review tools. It is designed to train Commanders and Battle Staffs at Division and below echelons. It models units from section and squad through division level. It provides the Commander and Staff with information to stimulate the decision-making process.

**FIELD TRAINING EXERCISE (FTX):** A military exercise conducted in the field under simulated operational conditions in which troops and armament of one side are present while those of the other side are represented or recreated.

**GAMING.** Army gaming empowers Soldiers, civilians, leaders, and units to prepare for unified land operations by providing them with low-cost, low-overhead, easily adaptable and readily available commercial off the shelf and Government off the shelf (COTS and GOTS) gaming applications, for example, VBS3, Helix, and Urban Sim. Army gaming supports training in the

Combined Arms Training Strategies (CATS) to help units meet individual, collective and unit training requirements and to address the educational and training needs of the Army in the Operational, Institutional, and Self Development domains.

**HUB AND SPOKE:** Terminology used to define the X Corps structure. Fort Killeen MTC is the Hub with designated spoke site MTCs at Forts Colorado Springs, Kansas City, El Paso and Lawton.

**INFORMATION TECHNOLOGY (IT).** Any equipment or interconnected system or subsystem of equipment that is used in the automatic acquisition, storage, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the executive agency. Information technology also includes computers, ancillary equipment, software, firmware and similar procedures, services (including support services), and related resources. Information technology is characterized as hardware and software used to move and process data.

**INTEGRATOR.** Integrators administer IT systems and provide system and network support to other digital systems in an operational environment (OE). Integrators must be the training and technical experts for individual digital systems as well as for the collective system of systems.

**JOINT CONFLICT AND TACTICAL SIMULATION (JCATS):** A high resolution entity level computer combat simulation operating on COTS computer equipment. JCATS portrays combat at the weapon system level of interaction and can play battalion level battles. JCATS is the current Ground Maneuver Simulation used in the JLCCTC.

**JOINT LAND COMPONENT CONSTRUCTIVE TRAINING CAPABILITY (JLCCTC):** The JLCCTC is a software modeling and simulation capability that contributes to the Joint training functional concept and the Army training mission area by providing the appropriate levels of model and simulation resolution as well as the fidelity needed to support both Army and Joint training requirements. A collection of simulations and tools federated to support the simulation and stimulation requirements of training today's forces. The JLCCTC is used to support Company through theater and EAC level exercises. The JLCCTC has two main components, the Multi-Resolution Federation (MRF) and Entity- Resolution Federation (ERF). The ERF is the principal federation used to support digital training as well as the integration of Live, Virtual, and Constructive Training Domains. The Multi Resolution Federation (MRF) is the principal federation used to support higher level command and staff training.

**KEY PERSONNEL.** Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a TO. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

**JOINT LIVE VIRTUAL CONSTRUCTIVE (JLVC):** A federation of simulations/models and the associated software tools required to compose, initialize, operate, tune, and maintain a synthetic OE to support the conduct of collective command and staff training. JLVC is a Joint Staff – J7 developed federation.

**JOINT TRAINING & EXPERIMENTATION NETWORK (JTEN):** A persistent global network providing a realistic joint training capability for COCOMs and the services across the continental United States and abroad. It supplies connectivity with the U.S. Navy Continuous Training Environment, the Air Force Distributed Mission Operations Network and the Office of the Secretary of Defense Secret Defense Research and Engineering Network.

**LEADER TRAINING/DEVELOPMENT:** Training that enables Teams of Leaders to collectively understand and comprehend the OE that they work in to accomplish the unit mission. Leader training includes training leaders how to train units through schedule development and conduct of effective training meetings. This training may include OPD, NCO DP, simulations exercises, CPX, tactical exercises without troops (TEWT), AAR's, Virtual Right Seat Rides, BCKS, UTMS, vignettes and other techniques, or procedures as stipulated by Army doctrine and local I Training Guidance.

**LIVE, VIRTUAL, CONSTRUCTIVE-INTEGRATING ARCHITECTURE (LVC-IA):** LVC-IA is a system of systems providing a net-centric linkage that collects, retrieves and exchanges data among existing Training Aids, Devices, Simulations, and Simulators (TADSS) and both joint and Army Mission Command Systems. The LVC-IA defines "how" information is exchanged among the different LVC domains and the Mission Command Systems. The LVC-IA provides enterprise level tools for exercise control, after action review, and system information assurance. It provides hardware and software to interface the different Live, Virtual and Constructive communication protocols. It also provides a correlated common operating picture for the training audience on their organic MC equipment. The integration of the Live, Virtual and Constructive TADSS with the MC equipment enables larger, more robust training events thus better preparing United States Soldiers for their missions at an overall reduced cost. The end-state goal is an LVC Integrated Training Event (ITE) that can cost effectively approximate OEs to provide a high level of value-added training and mission rehearsal opportunities to Army's commanders and their Soldiers.

**MISSION COMMAND (MC).** Defined as the art and science of visualizing, describing, directing, and leading forces in operations against a hostile, thinking, and adaptive enemy. MC applies leadership to translate decisions into actions by synchronizing forces and warfighting functions in time, space, and purpose to accomplish missions. MC applications, systems, and supporting elements (education, experience, leadership, facilities, etc.) can be characterized as those which enable a commander's staff organization in the execution of battlefield processes to synchronize and apply commander centric capabilities.

**MISSION TRAINING COMPLEX (MTC):** Responsible agency within the Government for simulation support to Active Army, US Army Reserve, Army National Guard units, and other



DoD units. The MTC provides quality individual, leader, and unit training through Army, Joint, USAF, USN, USMC and other agencies simulations at all levels from individual soldier through Corps staff. Each simulation is tailored to unit specifications by a dedicated team of experts to maximize training benefit. DA definition of MTC functionalities includes A linkage of existing service training structures, simulations, and systems inside a common framework capable of conducting individual (operator, maintainer, integrator, and leader) and collective training (crew, staff section, command post, integrated command posts) in a combination of Live-Virtual-Constructive, and Gaming (L-V-C-G) environments. While focused on primarily Army requirements, the MTC must be able to integrate those systems required to train at JTF or JFLCC headquarters.

**MISSION COMMAND INFORMATION SYSTEM (MCS):** The individual digital systems pertaining to this TO are listed in task 3.2.3.

**MOBILE TRAINING TEAM (MTT).** A team consisting of one or more Contract personnel sent on temporary duty to provide MC training or technical support. The mission of the team varies, with support normally focused on technical assistance or individual through collective MC training support or to develop a self-training capability for MC skills.

**NETWORK.** A group of computers and associated devices that are connected by communications facilities in order to share resources. A network can involve permanent connections, such as cables, or temporary connections made through telephone or other communications links. A network, in this context, is characterized as a web-like structure interconnecting several computers.

**NEW EQUIPMENT TRAINING (NET).** The identification of personnel, training, TADSS, and the initial transfer of knowledge gained through equipment development from the materiel developer/provider to the trainer, user, and supporter.

**OPPOSING FORCE (OPFOR):** Term used to describe players or gamers trained to replicate OPFOR doctrine and tactics and control computer simulation units representing non-US equipment and organizational structure.

**PHYSICAL SECURITY.** Physical Security includes any and all actions that prevent the loss or damage of Government property.

**PLAYER UNIT:** A unit or organization using one of the simulations in the battle simulation suite.

**QUALITY ASSURANCE.** The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.



**QUALITY ASSURANCE SURVEILLANCE PLAN (QASP).** A QASP is an organized written document specifying the surveillance methodology to be used for surveillance of Contractor performance.

**QUALITY CONTROL.** All necessary measures taken by the Contractor to assure that the quality of a product or service shall meet TO requirements.

**REACH:** Reach is the ability to connect a deploying unit to a unit(s) in a Theater of Operations to exchange information and plan for deployment and integration into the Theater using the DoD Global Information Grid.

**SIMULATION.** A system or model that represents activities and interactions over time. Simulations provide repetitive, iterative, intense, commander/leader, battle staff, unit and Soldier experiences required to achieve and sustain proficiency on critical Soldier skills. A simulation may be fully automated, interactive, or interruptible. A live simulation involves real people operating real systems. A virtual simulation involves real people operating system and non-system TADSS. Virtual simulations inject Soldiers into a central role requiring that they exercise motor control skills (e.g., flying an airplane), decision skills (e.g., committing fire control resources to action), or communication skills (e.g., as members of a C4I team). Constructive simulation involves the use of real people to stimulate (make inputs) into system and non-system TADSS; however, they are not involved in affecting the outcome of that stimulation.

**STIMULATION.** The use of simulations to provide an external stimulus to a system or subsystem. An example is the use of a simulation representing the radar return from a target to drive (stimulate) the radar of a missile system within a hardware/software-in-the-loop simulation.

**STIMULATOR.** A device, computer program, or system that provides simulations. During training it is a device which duplicates the essential features of a task situation and provides for direct human operation.

**SYSTEM-OF-SYSTEMS (SOS).** A set or arrangement of systems that are related or connected to provide a given capability. The loss of any part of the system will degrade the performance or capabilities of the whole. DoD Directive 4630.5, Interoperability and Supportability of Information Technology (IT) and National Security Systems (NSS), January 11, 2002

**SUB-CONTRACTOR.** A Sub-Contractor is any individual or company that enters a contract with a prime Contractor. The Government does not have privity of contract with the Sub-Contractor.

**WARSIM Intelligence Model (WIM):** Computer simulation used to drive intelligence in Corps, Division, and Military Intelligence (BDE or BN) exercises Warfighting Functions.

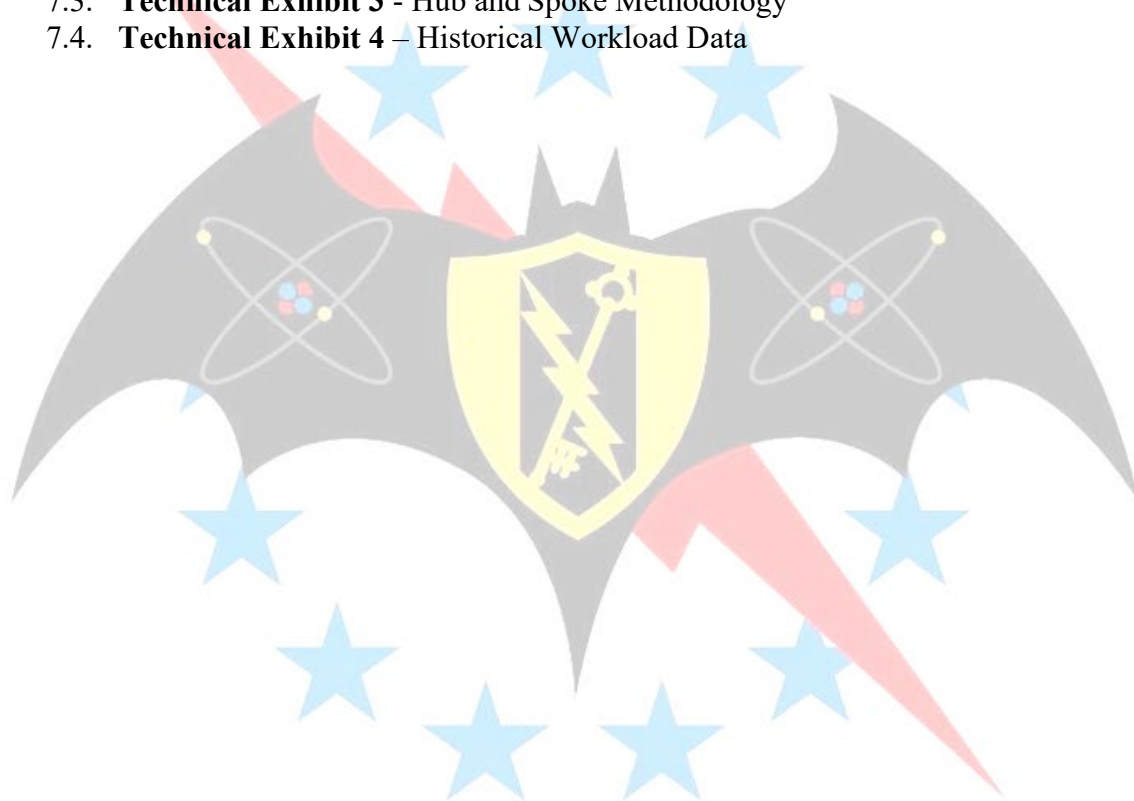
**WARRIOR SIMULATION (WARSIM):** A computer simulation designed to drive corps, division or Brigade level training exercises. It is a Command and Staff Trainer. WARSIM is part of the JLCCTC.

# Special Projects

## SECTION 7 TECHNICAL EXHIBIT LISTING

### 7.0 Technical Exhibit List:

- 7.1. **Technical Exhibit 1** - Performance Requirements Summary
- 7.2. **Technical Exhibit 2** - Estimated Workload Data
- 7.3. **Technical Exhibit 3** - Hub and Spoke Methodology
- 7.4. **Technical Exhibit 4** – Historical Workload Data



# GEMINI

