

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF

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1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. USZA22-02-D-0014		2. DELIVERY ORDER/ CALL NO. 0025		3. DATE OF ORDER/ CALL 2002May31		4. REQ./ PURCH. REQUEST NO. 1J610021400100		5. PRIORITY	
6. ISSUED BY U.S. SPECIAL OPERATIONS COMMAND/SOAL-K 7701 TAMPA POINT BLVD MACDILL AFB FL 33621-5323			CODE USZA22		7. ADMINISTERED BY DCMA CLEARWATER 9549 KOGER BLVD. GADSEN BLDG., SUITE 200 ST. PETERSBURG FL 34615-4822			CODE S1109A	
9. CONTRACTOR SVERDRUP TECHNOLOGY, INC. 5340 W. KENNEDY BLVD. SUITE 300 TAMPA FL 33609				CODE 096A3		FACILITY		10. DELIVER TO FOB POINT BY (Date) 2003May30	
14. SHIP TO USSOCOM/SOIC-IN-J 7701 TAMPA POINT BLVD MACDILL AFB FL 33621				CODE USZA22		15. PAYMENT WILL BE MADE BY DFAS OMFP PO BOX 7020 BELLEVUE NE 68005-1920		CODE 525700	
16. TYPE OF ORDER		DELIVERY/ CALL		<input checked="" type="checkbox"/>		This delivery order/call is issued on another Govt. agency or in accordance with and subject to terms and conditions of above numbered contract.			
		PURCHASE		<input type="checkbox"/>		Reference your quote dated _____ Furnish the following on terms specified herein.			
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.									
NAME OF CONTRACTOR			SIGNATURE			TYPED NAME AND TITLE			DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:									
17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE									
See Schedule									
18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES				20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT	
	SEE SCHEDULE								
* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle							25. TOTAL	\$354,875.20	
26. QUANTITY IN COLUMN 20 HAS BEEN							CONTRACTING / ORDERING OFFICER		
<input type="checkbox"/> INSPECTED		<input type="checkbox"/> RECEIVED		<input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED			27. SHIP NO.	28. DO VOUCHER NO.	30. INITIALS
DATE		SIGNATURE OF AUTHORIZED GOVT. REP.			<input type="checkbox"/> PARTIAL	<input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR	
36. I certify this account is correct and proper for payment.				<input type="checkbox"/> COMPLETE	<input type="checkbox"/> PARTIAL	<input type="checkbox"/> FINAL	34. CHECK NUMBER	35. BILL OF LADING NO.	
DATE		SIGNATURE AND TITLE OF CERTIFYING OFFICER							
37. RECEIVED AT		38. RECEIVED BY		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.	

Sverdrup Technology
Unified and Special Operations Group

Cost Proposal - SOIO Open Source Support

CLIN 0001 Labor (T&M)

Labor Category	Site	Hours	Unit	Rate	Extended
Project/Task Leader	On	1920	Hrs	\$69.64	\$133,708.80
Programmer Analyst	On	1920	Hrs	\$57.54	\$110,476.80
Quality Assurance Specialist	On	1920	Hrs	\$47.13	\$ 90,489.60
Total Labor		5760			\$334,675.20
CLIN 0002 Materials (Cost Reimbursable)		1	LO		\$15,000.00
CLIN 0003 Local Travel (Cost Reimbursable)		1	LO		\$5,000.00
CLIN 0007 Technical Data		1	LO		NSP
Grand Total					\$354,675.20

SPECIAL INSTRUCTIONS

All deliverables under this task order which are not clearly called out in the statement of work with specific performance requirements shall be issued to the contractor's Task Leader in the form of a written document issued by the Contracting Officer Representative (COR). The contractor shall document performance, hours, and costs, and the date of delivery of the draft or final deliverable in accordance with the contract data requirements listing.

ACCOUNTING AND APPROPRIATION DATA

AA: 5723400 302 5201 1SN610 040000 59200 31336F 525700 F25700
AMOUNT: \$354,675.20

Statement of Work
for
United States Special Operations Command (USSOCOM)
Joint Intelligence Center (SOCJIC), Open Source Exploitation Cell (OSEC)

1. Introduction. USSOCOM has a global mission and a global joint intelligence support responsibility. Within USSOCOM, both the SOCJIC and the staff elements of the Headquarters and major subordinate commands are required to fulfill a variety of responsibilities requiring all-source intelligence support. The traditional intelligence process provides limited non-tailored open source intelligence (OSINT) support to any command or agency.
 - 1.1 This Statement of Work covers contractor requirements to provide tailored OSINT support to the USSOCOM all-source intelligence process. The SOCJIC OSEC leverages information from a wide spectrum of sources  by traditional collection methods.
 - 1.2 This contract provides an OSINT exploitation activity that provides state-of-the-art research, collection, analysis and multimedia production and dissemination of operational intelligence and related products to answer global Special Operations Forces requirements. To address projected OSINT shortfalls and manning limitations, the SOCJIC requires contracted OSEC manpower support.
 - 1.3 
2. Purpose. The purpose of this task order is to provide over the course of the period of performance the equivalent of **three person years** of contractor support to the SOCJIC OSEC. The contractor will assist in continued OSEC infrastructure development while providing tailored OSINT support, including training and acquisition of overtly available materials to complement the USSOCOM all-source intelligence process, on a time and materials basis.
- 3.0 Scope. The scope of work encompasses four (4) areas of effort.
 - 3.1 OSEC Intelligence Production.
The contractor employees shall conduct intelligence analysis, data collection, production, and dissemination activities to meet OSEC intelligence production goals and timelines. Tasks

shall be performed primarily on desktop computers employing Windows operating systems. This requires contractor employee proficiency in collecting, modifying, editing, authoring, and disseminating digital multimedia and hardcopy products. Contractor employees will be required to perform production tasks with the following types of software and applications: word processing; graphics editing; audio media (CD-ROM) product mastering; HTML applications; [REDACTED]; World Wide Web applications; and hardcopy print and dissemination applications.

3.2 OSEC Collection Activities.

The contractor (Task Leader) will conduct collection management activities by fully documenting steps in the research process and creating a fully indexed source database to support and simplify subsequent research. The collection management effort will include identifying shortfalls and coordinating formal Intelligence Community (IC) collection requirements with the OSEC. [REDACTED]

[REDACTED] Contractor will monitor all OSEC collection requirements contracted to information brokers supporting USSOCOM requirements. Contractor will acquire specified overtly available products and services including foreign maps and other forms of geospatial information. Some collection activities will incur commercial (fee for service) research, and liaison exchanges with information brokers to secure data transfers.

3.3 Office Support.

The contractor will prepare top-level management briefings and brief as necessary and will prepare written executive summaries as required for top-level management.

3.4 OSEC Program Development.

The contractor employees shall assist in development and execution of OSINT-related instruction, training and technical assistance activities focused on continued program development. These tasks shall be performed primarily with desktop computers employing Windows operating systems, and will require proficiency in collecting, modifying, editing, and authoring multimedia open source information and products. The contractor employee will be required to perform and teach open source data collection and manipulation tasks. The following types of software and applications: word processing; graphics manipulation and editing; video media (CD-ROM) product mastering are required, OSEC information and data management applications; World Wide Web applications; hardcopy scanning and printing; and other data dissemination applications.

4.0 Applicable Documents.

USSOCOM Directive 525-30, Command Policy on Open Source Intelligence (OSINT), June 2001

OSEC Terms of Reference (Secret Document), July 2001

Open Source: Professional Handbook, Joint Military Intelligence Training Center, October 1996

USSOCOM Directive 1-10, Oversight of Command Activities, January 1999

USSOCOM Directive 20-3, Oversight of Intelligence Activities, October 1996

CJCSI 5902-01, Oversight of Intelligence Activities, December 1995

DoD Directive 5240.1, DoD Intelligence Activities, April 1988

DoD Directive 5240.1-R, Procedures Governing the Activities of DoD Intelligence Components that Affect United States Persons

Executive Order (EO) 12333, United States Intelligence Activities, December 1981

Director of Central Intelligence Directive 1/7 (Secret Document), Intelligence Open Source Program, September 2000

Director of Central Intelligence Directive 2/12P (1), Community Open Source Program, March 1994

5.0 Requirements.

5.1 Required Skills: OSEC Production Support

Contractor employees will be required to perform OSINT data mining, collection, analysis, production and dissemination activities (as described in 3.1 above) using a variety of computer hardware and software applications. As the OSEC is an evolutionary program, contractor personnel will be required to maintain proficiency in emerging hardware and software applications to incorporate new data mining, data manipulation, and multimedia production technologies. Currently, OSEC baseline production hardware, software and applications required to perform the source data collection, production and dissemination missions include the following:

Microsoft Office (Word, Excel, Powerpoint, Access, FrontPage)

Adaptec Direct CD

Acrobat Adobe

Netscape Navigator

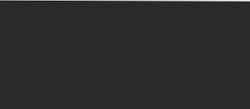
Internet Explorer

Adobe Photoshop

WinZip

HP Digital Scanner

HTML Converter



Agent Launcher

6.0 Required Tasks

6.1 OSEC Management and Production Support

Contractor employees providing intelligence analysis and production support will be required to perform the tasks and sub-tasks listed below.

- a. OSEC Infrastructure Management: Prepare weekly Collection Review Board (CRB) status report, maintain Intelligence Oversight Tracking Record, [REDACTED], and manage foreign map acquisition program.
- b. Source Data Collection: Obtain multimedia OSINT data and products for inclusion in analytical and special country CD-ROM products, Military Capabilities Studies (MCS), and Command Update Briefings.
- c. Print Media Collection: Use standard bibliographic tools [REDACTED] and standard classification systems (LC, DDC, SUDOCS, NLM) to locate printed media to support ad-hoc, crisis, and [REDACTED] production requirements.
- d. Image Editing: Use Microsoft Image Composer to edit imagery and photos for OSINT packages and CD-ROM products identified in 6.1.b. above.
- e. Data Mining: Conduct exploitation activities on World Wide Web and other networks to identify/locate websites using specified search engines [REDACTED] and software [REDACTED] to support human factors engineering and link analysis project initiatives.
- f. Product Authoring: Conduct research, analysis, and data validation to create, edit, and update OSINT products in response to Headquarters, staff, service component, and special mission unit (SMU) requirements.
- g. Quality Control Review: Conduct Internal Quality Control (IQC) review of Country Study Products. Correct final products in response to External Quality Review.
- h. CD Mastering: Use Adaptec DirectCD software to partition, layout and master OSINT products on CD-ROM.
- i. Hard Copy Product Creation and Dissemination: Use Adobe PhotoShop and other software to create reports and presentations, and modify images and audio files to support daily SOCJIC production requirements.

6.2 OSEC Technical and Training Assistance

Contractor employees will be required to perform the following tasks and sub-tasks:

- a. Technical Assistance - Contribute to development, review, update, and revision of OSEC Operational Procedures/Directives/Guides: Author, edit, and update OSEC operations documents to ensure full program compliance with security, legal, intelligence oversight, and operation security (OPSEC) for collection procedures and activities
- b. Training Assistance – As required, provide informal training to SOCJIC intelligence analysts and Joint Reserve Intelligence Support Element (JRISE) Reservist personnel on how to create and submit an OSINT [REDACTED] request.

7.0 Deliverables.

All deliverables will become the property of the U.S. Government. They will be submitted in a full range of hard copy, soft copy, CD-ROM, 3.5" floppy, audio and video (NTSC, VHS) formats. Soft copy deliverables will be Microsoft Office compatible files with all websites/links in HTML format. All products will have an unlimited unrestricted copyright for electronic and hard-copy dissemination of copies of any developed materials to all elements of the Command.

- 7.1 Task Assignment and Verification. For those contractor employees providing OSEC support, tasks will be assigned and task accomplishment verified on a weekly basis by the OSEC Production Team Leaders, and/or the Production Manager/Operations Officer. The OSEC Information Resources Manager will assign and verify accomplishment of data collection and product dissemination tasks. The OSEC Team Leader will assign and verify task accomplishment by the contractor employees providing OSINT analysis and production support.
- 7.2 Reports. A monthly status report of activities and tasks accomplished will be submitted  Additionally, the contractor will submit a monthly status report of financial expenditures per labor category, including projected expenditures for the next month and cumulative expenditures during the period of performance. The formal reporting deliverables required are described in accompanying Forms DD1423, Contract Data Requirements List.
8. 
9. Government Furnished Equipment/Material/Space. The government will provide all equipment, materials, and access to all necessary ADP/IDHS networks and systems required to support the activities listed within the Task Order. The government will provide contractor employees with training on new or unique data collection, data management, intelligence and analysis software and applications, and product dissemination software and applications.
10. Location of Activities. OSEC activities will be performed in government facilities at MacDill Air Force Base, Florida, except for occasional travel as listed in 11 below. Currently, OSEC activities are conducted in the USSOCOM Joint Intelligence Center,  MacDill Air Force Base, Florida.
11. Travel. Contractor personnel will be required to travel to conferences, training courses, and exchanges with DoD, other government agencies, and non-government agencies. Travel will be within CONUS and each trip will generally not exceed 5 days in duration. Total man-days for temporary duty is estimated to be less than 30 days.
12. Period of Performance. The period of performance for the effort required under the continuation of this task/delivery order is from 31 May 2002 through 30 May 2003. No

overlap period is required in the transition from the USSOCOM SETA contract to the ALMBOS contract.

13. Acceptance. Performance Monitor for acceptance of services and deliverables under the task/delivery order will be the Chief, Open Source Exploitation Cell.

CONTRACT DATA REQUIREMENTS LIST <i>(1 Data Item)</i>					Form Approved OMB No. 0704-0188			
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government Issuing Contracting Office for the Contract/PR No. Listed in Block E.								
A. CONTRACT LINE ITEM NO. 0007		B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER <u>X</u>					
D. SYSTEM/ITEM OSEC SPT		E. CONTRACT/PR NO. USZA22-02-D-0014/0025		F. CONTRACTOR Sverdrup Technology, Inc.				
1. DATA ITEM NO. A003	2. TITLE OF DATA ITEM Technical Report-Study/Services			3. SUBTITLE Draft/Final Reports			17. PRICE GROUP	
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Para.		6. REQUIRING OFFICE SOCJIC				
7. DD 254 REQ No	9. DIST STATEMENT REQUIRED No	10. FREQUENCY As Req	12. DATE OF FIRST SUBMISSION TBD	14. DISTRIBUTION SOIO-JA				18. ESTIMATED TOTAL PRICE
8. APP CODE N/A	11. AS OF DATE TBD	13. DATE OF SUBSEQUENT SUBMISSION As Req.	a. ADDRESSEE	b. COPIES				
16. REMARKS Blocks 5 through 16 shall be addressed within each Task Order. Electronic Submission Required				SOIO-JA	Draft	Final		
						Reg	Repro	
						1		
15. TOTAL					1			
G. PREPARED BY		H. DATE 29 Mar 02		J. DATE 29 Mar 02				

