

TECHNICAL INSTRUCTION (NAVSEA TEMPLATE)

Ref: (a) NAVSEA 5252.242-9115 (TECHNICAL INSTRUCTIONS)

Enclosure (if applicable): []

This Technical Instruction (TI) is issued pursuant to reference (a) from my capacity as the Contracting Officer's Representative (COR) for the contract/order identified below. This TI is issued with the understanding that implementation is within the present scope of the contract/order and that it does not change the statement of work or other terms and conditions. Nothing herein should be construed as amending the subject contract/order or as changing any contractual requirements. If the contractor believes that compliance with anything herein would constitute a change in the requirements of the subject contract/order, the contractor should not accept the TI and notify the Procuring Contracting Officer (PCO), in writing, within ten (10) working days, specify the reason(s) for such belief, and take no further action. A copy should also be sent to the COR.

Note: The contractor shall inform the COR, in writing, when 75% of the costs allotted to this TI have been expended. Expenditures for this TI shall not exceed the allotted amount. This TI is contingent upon the availability of funds and performance shall not commence until funding has been obligated on the contract/order.

TI No./Revision No.	TI- 2 , Rev. 0			
TI Revision Issue Date (if applicable)				
Original TI Issue Date	22 FEB 13			
Purpose of Revision (if applicable)	NA			
Contract/Task Order No.	N00178-07-D-4963-0002			
Government Agency/Activity	NSWCDD			
Sponsoring Office	Organization	Code		
	Directed Energy Division	Q20		
Program/Technical Office	Name	Code	Telephone	Email Address
	[REDACTED]			
Contracting Officer's Representative (COR)	Name	Code	Telephone	Email Address
	[REDACTED]			
Procuring Contracting Officer (PCO)	Name	Code	Telephone	Email Address
	[REDACTED]			
Contractor	ATI			
Contractor POC	Name	Code	Telephone	Email Address
	Bill Taczak		540-663-0050	btaczak@appliedti.com
Severability	Severable <input checked="" type="checkbox"/> Non-Severable <input type="checkbox"/>			
Special Skills Required	Program support			
Applicable SOW/PBWS Paragraph Number(s)	C.2.2.1, C.2.2.2, C.2.2.3, C.2.7.1, C.2.7.2, C.2.7.3, C.2.7.2			
TI Title	HEL Program Support)			
TI Description	<p>Provide technical, programmatic, and systems engineering services to support high energy laser (HEL) programs across multiple areas. Specific tasks include the following:</p> <ol style="list-style-type: none"> 1. Provide program and financial documentation, analysis, and management support to include creating, reviewing, and technical editing, development of work breakdown structures, program plans, schedules, cost estimates, statements of work, and other program documents as required. This includes 			

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	<p>assisting in tracking the actions, progress, issues, and status of HEL programs of interest. CDRL A003</p> <ol style="list-style-type: none"> 2. Provide systems engineering support to include collecting and analyzing technical data; providing technical inputs to items such as system requirements, system designs, trade-off studies, risk assessments, threat definitions, platform integration, etc.; and creating, reviewing, and/or editing technical documents and designs as required to assist in the development, testing, integrating, and demonstrating of HEL systems. Other tasks may include, but not limited to collecting and editing technical evaluations of vendor efforts, tracking vendor technical and schedule progress, supporting data management processes and systems, and performing technical writing associated with Interface control documents, program documentation, and guidance. CDRL A004 3. Support technical meetings, video/teleconferences and workshops. The support shall include planning, technical staffing, collecting, preparing and distributing briefing materials, managing classified procedures and materials, and collecting and distributing meeting minutes and action items. Contractor's teleconference and video conference capabilities may be utilized. CDRLs A002
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Applicable Documents If none, insert N/A	N/A)
Government Furnished Information (GFI), Government Furnished Equipment (GFE), Government Furnished Material (GFM); Government Furnished Facilities (GFF)	GFI: N/A GFE: N/A GFM: N/A GFF: N/A Other: N/A
If none, insert N/A	

Duty Location	N/A
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Temporary Duty/ Travel Requirements	Travel Authorization (TA) requests shall be submitted to and/or authorized by the Contracting Officer's Representative (COR).				
	CONUS				
	Trips	People	Duration	From	Destination
If none, insert N/A	OCONUS				
	Trips	People	Duration	From	Destination
	N/A				

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Funding Information (e.g., CLIN, SLIN, ACRN)	LABOR				
	Funding Identifier	Project/Program Name	Appropriation FY	Appropriation Type	Funded Amount
	4000	SSL TM	FY 13	RDT&E	
	ODC				
	Funding Identifier	Project/Program Name	Appropriation FY	Appropriation Type	Funded Amount
	6000				0 TI Labor Funding ROM
Period of Performance	FROM		TO		
	1/29/13		11/14/13		
Deliverable(s)	Deliverable Identifier	Description	Medium	Frequency	Due Date
	A001, A002, A003, A004	A001: Contractor's Progress, Status and Management Report;		e-mail, CD or USB hard drive	
		A002: Presentation Material for Technical meetings and workshops;			
		A003: HEL Program Documentation;			
		A004: Technical evaluations of requirements and vendor and government concepts and designs.			
Security Classification	Unclassified to Classified Secret				
Hazard and Safety Information (The checked (X) Hazard and Safety Instructions are applicable to this TI)	<input type="checkbox"/> Known Hazards: (NA) <input type="checkbox"/> No Hazard or Safety Information applicable <input type="checkbox"/> Other (Specify: Training as required for all employees working on this TI: Laser Safety Training.) <input type="checkbox"/> Other (Specify: _____) <input type="checkbox"/> Other (Specify: _____)				

TI ROM Cost Estimate:	Total Hours	ODCs	Travel	Total Estimate

This TI shall not be construed as a change to the terms or conditions of the subject contract/order.

PCO concurrence:

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Rolanda H. Wallace-Taylor
(Signature)
Contracting Officer

Rolanda Wallace-Taylor
(print name)


2/25/2013
(date)

Mila Marchosky
(Signature)
Contracting Officer's Representative

Mila Marchosky
(print name)

2/25/13
(date)

Acknowledgement of receipt by Contractor:


(Signature)
Authorized Representative of Contractor

William J. Taczak Jr
(print name)

25 FEB 13
(date)

NOTE - ALL TECHNICAL INSTRUCTIONS MUST BE CONCURRED WITH BY THE PCO PRIOR TO RELEASE.

Copy to:
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