

TECHNICAL INSTRUCTION (NAVSEA TEMPLATE)

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

Enclosure (if applicable): [1]

This Technical Instruction (TI) is issued pursuant to reference (a). The TI will be effective upon incorporation into a modification. This TI is within the present scope of the contract/order and 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 #20			
TI Revision Issue Date (if applicable)	n/a			
Original TI Issue Date	n/a			
Purpose of Revision (if applicable)	n/a			
Contract/Task Order No.	N00178-07-D-4963 FG01			
Government Agency/Activity	NSWC Indian Head Division			
Sponsoring Office	Organization		Code	
	Defense Threat Reduction Agency (DTRA)		HDTRA1	
Program/Technical Office	Name	Code	Telephone	Email Address
	Tracee Harris	HDTRA1	410-417-3285	tracee.harris@dtra.mil
Contracting Officer's Representative (COR)	Name	Code	Telephone	Email Address
	Brian Anderson	106L	301-744-4688	brian.p.anderson@navy.mil
Procuring Contracting Officer (PCO)	Name	Code	Telephone	Email Address
	Edna Gigon	021	301-744-6682	edna.gigon@navy.mil
Contractor	Applied Technology, Inc.			
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	n/a			
Applicable SOW/PBWS Paragraph Number(s)	2.2.2			
TI Title	Specialized Technical Support to Defense Threat Reduction Agency (DTRA)			
TI Description	The work performed under this Technical Instruction falls within the scope of the contract/task order: 'assist the Government in supporting mission requirements for advanced warfighter technologies, operations and missions, as well as other relevant or related US Government missions by providing analysis and planning support; developing and supporting technical definitions of user requirements; facilitating technology interchange; observing and analyzing operational environments and requirements; providing technology management and transition support; assisting with the integration, coordination and synchronization of government contractors efforts and providing program and policy support', and under task area 2.2.2 Technology Utilization			

Support: 'assist the Government in the evaluation of potential applications for existing and new technologies that impact the advanced warfighter. The contractor will assist in the gathering of technical data and any relevant data that can be correlated for selected technology evaluations, and assist in assembly and evaluation of requirements from selected users. In addition, the contractor will develop, analyze and develop strategic and tactical concepts for the application and exploitation of technologies for new and emerging mission needs'.

The contractor shall provide specialized technical support in promoting development and coordination of Focused Innovative Technology (FIT) programs required to support Science and Technology Managers and Chemical/Biological (CB) relevant mission areas. Efforts will be focused on analysis of the consistency and quality of program plans, and on the relevance of existing policy. This is especially important in supporting evolving mission areas and needs, such as response to chemical and biological defense (CBD) threats as well as meeting the new mission areas of Irregular Warfare and counter-terrorism, coupled with the increasing threat of weapons of mass destruction (WMD).

No video production is authorized under this contract/task order/technical instruction. Construction, Catering and the procurement of Information Technology (IT) is NOT authorized under this contract/task order. All services performed under this TI shall be within the scope of the contract/task order and TI. The Contractor shall NOT act as a procurement office for the customer. Only a warranted Contracting Officer has the authority to change the terms and conditions of this contract/task order.

**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

**Temporary Duty/
Travel Requirements**

If none, insert N/A

Travel Authorization (TA) requests shall be submitted to and/or authorized by the Contracting Officer's Representative (COR).

CONUS

Trips	People	Duration	From	Destination
1	1	5	Washington, DC	San Francisco, CA
2	1	4	Washington, DC	Boston, MA
12	1	1	Arlington, VA	Aberdeen, MD (POV)
1	1	2	Washington, DC	Pittsburgh, PA

OCONUS

Trips	People	Duration	From	Destination
n/a				

**Funding Information
(e.g., CLIN, SLIN, ACRN)**

SEE SECTION G FOR FUNDING INFORMATION

LABOR

Funding Identifier	Project/Program Name	Appropriation FY	Appropriation Type	Funded Amount
██████████		FY14	DoD RDT&E	██████████

	ODC				
	Funding Identifier	Project/Program Name	Appropriation FY	Appropriation Type	Funded Amount
	██████████		FY14	DoD RDT&E	██████████
Period of Performance	FROM		TO		
	Date of Award		██████████		
Deliverable(s)	Deliverable Identifier	Description	Medium	Frequency	Due Date
		Monthly Status Report	Email	Monthly	15 th of each month
Security Classification	Secret				
Hazard and Safety Information <i>(The checked (X) Hazard and Safety Instructions are applicable to this TI)</i>	<input type="checkbox"/> Known Hazards: (List known hazards here) <input checked="" type="checkbox"/> No Hazard or Safety Information applicable <input type="checkbox"/> Other (Specify: _____) <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:

Kay Proctor
 (Signature)
 Contracting Officer

Kay Proctor
 (print name)

1/31/14
 (date)

ANDERSON.BRIAN.P.1034221550
 N.P.1034221550
Digitally signed by ANDERSON.BRIAN.P.1034221550
 DN: c=US, o=U.S. Government,
 ou=DoD, ou=PII, ou=USN,
 cn=ANDERSON.BRIAN.P.1034221550
 Date: 2014.01.29 16:15:34 -0500

(Signature)
 Contracting Officer's Representative

Brian P. Anderson
 (print name)

12/12/2013 (rev 1/29)
 (date)

Acknowledgement of receipt by Contractor:

██████████
 Authorized Representative of Contractor

██████████
 (print name)

31 JAN 14
 (date)

Copy to: