

**DELIVERY ORDER** **FINAL**

1. CONTRACT NO. <b>N00178-04-D-4068</b>	2. DELIVERY ORDER NO. <b>0010</b>	3. EFFECTIVE DATE <b>02/18/2005</b>	4. PURCHASE REQUEST NO. <b>N61331-05-NR-00143</b>
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5. ISSUED BY <b>NSWC, PANAMA CITY</b> Karen P. Ziemba XPS2 110 Vernon Avenue Panama City, FL 32407-7001 karen.ziemba@navy.mil 850-235-5282 Ext.	CODE <b>N61331</b>	6. ADMINISTERED BY <b>NSWC, PANAMA CITY</b> 110 Vernon Avenue Panama City, FL 32407-7001	CODE <b>N61331</b>
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7. CONTRACTOR <b>Innovative Professional Solutions, Inc</b> 8317 Front Beach Road, Suite 17D2 Panama City Beach, FL 32407-4804 TIN: 59-3759714	CODE <b>1XZW5</b>	FACILITY	8. DELIVERY DATE <b>See Section F</b>
			9. CLOSING DATE/TIME
			SET ASIDE TYPE
			10. MAIL INVOICES TO <b>See Section G</b>

11. SHIP TO <b>See Section D</b>	12. PAYMENT WILL BE MADE BY CODE <b>N68892</b> <b>DFAS Charleston Vendor Pay Code FP</b> P.O. Box 118054 Charleston, SC 29423-8054
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13. TYPE OF ORDER	<input type="checkbox"/> D	<input checked="" type="checkbox"/> X	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above-numbered contract.
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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.

<b>Innovative Professional Solutions, Inc</b>		<b>Terence Houghton, President</b>
NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE
		DATE SIGNED

14. ACCOUNTING AND APPROPRIATION DATA  
**See Section G**

15. ITEM NO.	16. SCHEDULE OF SUPPLIES/SERVICES	17. QUANTITY ORDERED/ACCEPTED*	18. UNIT	19. UNIT PRICE	20. AMOUNT
<b>See the Following Pages</b>					

*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and enclose.	21. UNITED STATES OF AMERICA  By: Theodore J. Hynson CONTRACTING/ORDERING OFFICER	22. TOTAL <b>02/22/2005</b> <b>\$66,235</b>
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SECTION	DESCRIPTION
B	SUPPLIES OR SERVICES AND PRICES/COSTS
C	DESCRIPTION/SPECS/WORK STATEMENT
D	PACKAGING AND MARKING
E	INSPECTION AND ACCEPTANCE
F	DELIVERIES OR PERFORMANCE
G	CONTRACT ADMINISTRATION DATA
H	SPECIAL CONTRACT REQUIREMENTS
I	CONTRACT CLAUSES
J	LIST OF ATTACHMENTS

## GENERAL INFORMATION

NOTE: This delivery order is incrementally funded and FAR Clause 52.232-22 titled "Limitation of Funds" (APR 1984) is applicable and in effect. The amount of funding, \$20,00.00, which includes a fixed fee of (SEE BELOW), is the maximum amount reimbursable under this Delivery Order prior to its modification to provide additional funds. The amount of \$20,000.00 shall not be exceeded until this Order is modified to provide additional funding. This amount shall only be exceeded at the Contractor's own risk and the Government shall not be liable for costs incurred above the funded amount.

BALANCE : \$46,235.49 BY 31 MARCH 2005

This is a cost plus incentive fee task order. The contractor's incentive fee will be based on documented savings achieved directly as a result of Rapid Improvement Events (RIE) lead/facilitated by the contractor. The savings, if any, will be determined by Government conducted analysis that compares the NSWC PC costs of the new process as implemented to the costs of the process existing prior to the applicable RIE. The determination of all savings attributable to the RIE will be solely the responsibility of the Government and is not subject to protest.

### Fixed or Base Fee

There is no base or fixed fee associated with this task order.

Maximum incentive fee will be 1% of savings up to a maximum of \$15,000.00, not to exceed the 15% ceiling established by regulation.

Zero fee will be paid if no savings are recognized.

Negative fee equal to 1% of added costs incurred by the Government, not to exceed \$15,000, will be deducted from contractor allowable and allocable costs if the Government institutes the contractor's recommendations and higher costs to the Government occur.

### Fee Amount Determination

The savings, if any, will be determined by analysis by the NSWC PC Lean office and will not be subject to protest. The savings amount for purposes of incentive fee determination will be the amount of savings projected for a period of one year from the date of the applicable RIE.

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For Cost Type Items:

0001 CPIF - LEAN ENTERPRISE IMPLEMENTATION SUPPORT AT NAVAL SURFACE WARFARE CENTER PANAMA CITY IAW SECTION C- TITLED STATEMENT OF WORK. \$277,119

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AA	BASE YEAR- PROCESS IMPROVEMENT EXPERT TOTAL COST \$ _____ (WCF)	1000.0 LH	\$44,113	\$6,617	\$50,730
	Max Fee		\$0.00		
	Min Fee		\$0.00		
	Government Overrun Share Line		0.0		
	Government Underrun Share Line		0.0		

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AB	BASE YEAR ADMINISTRATIVE SUPPORT TOTAL COST \$ _____ (WCF)	500.0 LH	\$13,199	\$1,980	\$15,179
	Max Fee		\$0.00		
	Min Fee		\$0.00		
	Government Overrun Share Line		0.0		
	Government Underrun Share Line		0.0		

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AC	OPTION YEAR ONE PROCESS IMPROVEMENT EXPERT TOTAL COST \$ _____ (TBD)	1000.0 LH	\$46,275	\$6,941	\$53,216
	Option				
	Max Fee		\$0.00		
	Min Fee		\$0.00		
	Government Overrun Share Line		0.0		
	Government Underrun Share Line		0.0		

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AD	OPTION YEAR ONE ADMINISTRATIVE SUPPORT TOTAL COST \$ _____ (TBD)	500.0 LH	\$12,376	\$1,856	\$14,232
	Option				
	Max Fee		\$0.00		
	Min Fee		\$0.00		
	Government Overrun Share Line		0.0		
	Government Underrun Share Line		0.0		

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AE	OPTION YEAR TWO PROCESS IMPROVEMENT EXPERT TOTAL COST \$ _____ (TBD)	1000.0 LH	\$48,542	\$7,281	\$55,823
	Option				
	Max Fee		\$0.00		
	Min Fee		\$0.00		
	Government Overrun Share Line		0.0		
	Government Underrun Share Line		0.0		

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AF	OPTION YEAR TWO ADMINISTRATIVE SUPPORT	500.0 LH	\$12,469	\$1,870	\$14,339
	TOTAL COST				
	\$ _____ (TBD)				
	Option				
	Max Fee	\$0.00			
	Min Fee	\$0.00			
	Government Overrun Share Line	0.0			
	Government Underrun Share Line	0.0			

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AG	OPTION YEAR THREE	1000.0 LH	\$50,921	\$7,638	\$58,559
	PROCESS IMPROVEMENT EXPERT				
	TOTAL COST				
	\$ _____ (TBD)				
	Option				
	Max Fee	\$0.00			
	Min Fee	\$0.00			
	Government Overrun Share Line	0.0			
	Government Underrun Share Line	0.0			

Item	Supplies/Services Qty	Unit	Est. Cost	Target Fee	CPIF
0001AH	OPTION YEAR THREE	500.0 LH	\$13,080	\$1,961	\$15,041
	ADMINISTRATIVE SUPPORT				
	TOTAL COST				
	\$ _____ (TBD)				
	Option				
	Max Fee	\$0.00			
	Min Fee	\$0.00			
	Government Overrun Share Line	0.0			
	Government Underrun Share Line	0.0			

For ODC Items:

Item	Supplies/Services Qty	Unit	Est. Cost
0003	OTHER DIRECT COSTS		\$1,304
0003AA	OTHER DIRECT COSTS APPLICABLE TO ACRN AA (WCF)	1.0 Lot	\$326
0003AB	OTHER DIRECT COSTS APPLICABLE TO ACRN AC (WCF)	1.0 Lot	\$326
	Option		
0003AC	OTHER DIRECT COSTS APPLICABLE TO ACRN AE (TBD)	1.0 Lot	\$326
	Option		
0003AD	OTHER DIRECT COSTS APPLICABLE TO ACRN AG (TBD)	1.0 Lot	\$326
	Option		

Incentive Fee will be based on savings, as determined by the Government, applicable to man hours saved, positions saved, space saved, and inventory no longer maintained as relates to the tasks contained in the Statement of Work. The contractor shall be eligible for the incentive fee only if savings are achieved in all areas studied.

FEE STRUCTURE

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The Incentive Fee is only applicable to Item 0001.

#### General

This is a cost plus incentive fee task order. The contractor's incentive fee will be based on documented savings achieved directly as a result of Rapid Improvement Events (RIE) lead/facilitated by the contractor. The savings, if any, will be determined by Government conducted analysis that compares the NSWC PC costs of the new process as implemented to the costs of the process existing prior to the applicable RIE. The determination of all savings attributable to the RIE will be solely the responsibility of the Government and is not subject to protest.

#### Fixed or Base Fee

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#### Fee Amount Determination

The savings, if any, will be determined by analysis by the NSWC PC Lean office and will not be subject to protest. The savings amount for purposes of incentive fee determination will be the amount of savings projected for a period of one year from the date of the applicable RIE.

MAIL INVOICES TO:  
NAVAL SURFACE WARFARE CENTER PANAMA CITY  
ATTN: KAREN ZIEMBA, CODE XPS2  
110 VERNON AVENUE  
PANAMA CITY, FL 32407-7001

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**SECTION C DESCRIPTIONS AND SPECIFICATIONS**

**SEE ATTACHED STATEMENT OF WORK**

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## SECTION D PACKAGING AND MARKING

### PLACE OF DELIVERY

NAVAL SUPPORT ACTIVITY PANAMA CITY

RECEIVING OFFICER, BUILDING 100

101 VERNON AVE

PANAMA CITY BEACH, FL32407-7018

### FOB DESTINATION

THE CLAUSES IN SECTION D OF THE BASIC CONTRACT APPLY

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## SECTION E INSPECTION AND ACCEPTANCE

### INSPECION AND ACCPETANCE

ALL ITEMS WILL BE INSPECTED AND ACCEPTED BY GOVERNMENT PERSONNEL AT THE  
NAVAL SUPPORT ACTIVITY, PANAMA CITY, FL.

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## SECTION F DELIVERIES OR PERFORMANCE

### PERIOD OF PERFORMANCE

Period of performance shall be from time of award through 4 April 2009, comprised of a base period plus three option years.

THE BASE YEAR PERIOD OF PERFORMANCE SHALL BE FROM DATE OF AWARD FOR 12 MONTHS.

## SECTION G CONTRACT ADMINISTRATION DATA

### Accounting Data

SLINID	PR Number	Incremental Amount
0001AA	50055152	10000.00
LLA :		
97X4930 NH1E 000 77777 0 000178 2F 000000 37CLNWLEANTF		
0001AB	50055152	10000.00
LLA :		
97X4930 NH1E 000 77777 0 000178 2F 000000 37CLNWLEANTF		

### Contract Specialist

Karen Ziemba, XPS2

110 Vernon Ave.

Panama City, FL 32407

karen.ziemba@navy.mil

850-235-5282

### Task Order Manager

Byron M. Matthews, A92

110 Vernon Ave.

Panama City, FL 32407

byron.matthews@navy.mil

850-235-5693

## SECTION H SPECIAL CONTRACT REQUIREMENTS

### SECTION H

THE CLAUSES IN SECTION H OF THE BASIC CONTRACT APPLY

#### INCENTIVE FEE CLAUSE

1. A primary objective of Lean Enterprise Implementation at NSWC PC is to obtain cost savings for the Government while maintaining the integrity of the work force and work product. The requirement for a cost savings will allow the contractor to earn an incentive as percentage of the cost savings.
2. Savings from Lean Enterprise Implementation shall be determined solely by the Government at the completion of each period from contract award or exercise of the applicable option year. The contractor's incentive will be paid at the completion of each period.

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**SECTION I CONTRACT CLAUSES**

**THE CLAUSES IN SECTION I OF THE BASIC CONTRACT APPLY.**

**STATEMENT OF WORK (SOW)  
FOR  
LEAN ENTERPRISE IMPLEMENTATION SUPPORT  
AT NAVAL SURFACE WARFARE CENTER PANAMA CITY, FL (NSWC PC)  
Purchase Request N61331-50055152**

**1.0 SCOPE**

This task order is to provide assistance and transfer expertise in implementing Lean to selected projects and organizations within the NSWC PC. NSWC PC's goal is to make Lean the basis for its business strategy to improve throughput and provide products and services to its customers in the most efficient and effective manner – an enterprise implementation. NAVSEA Lean incorporates Lean, Six Sigma, Theory of Constraints/Critical Chain Project Management, and other related continuous improvement process improvement principles and tools. NSWC PC requires technical support in performing assessments, training, implementation, and communications for full-scale Lean implementation in the diverse business and operational environments across the activity, which include manufacturing; maintenance, repair and overhaul (MRO); engineering and design; research, development, test and evaluation (RDT&E); science and technology (S&T); logistics and material management; knowledge management; and administrative environments.

**2.0 APPLICABLE DOCUMENTS**

**2.1 Government Furnished Documents**

Naval Sea Systems Command, Task Force Lean Implementation Plan

**2.2 COMMERCIAL STANDARDS**

SAE J4000, Society of Automotive Engineers, Identification and Measurement of Best Practice in Implementation of a Lean Operation

SAE J4001, Society of Automotive Engineers, Implementation of Lean Operation User Manual

**3.0 REQUIREMENTS**

The Contractor shall serve as part of the NSWC PC Lean Office Support team to support a world-class implementation (including collection of metrics and standardizing processes), identifying gaps between the current and the future state (moving toward the ideal or perfect state), and assisting in the development of a rapid improvement action plan for the efforts required to close or eliminate the identified gaps.

The contractor shall conduct studies of NSWC PC work areas and assist NSWC PC Lean Office Personnel in designing 6S (5S) work area improvements and other Lean enterprise solutions to improve the work environment and reduce wasted time and efforts.

The Contractor will technically support the NSWC PC Lean Office with Lean Enterprise planning, training, conducting Lean events, administrative, and integration functions or activities as necessary to successfully implement Lean processes throughout our activity. The Contractor will assist in developing related expertise for Government employees through training and hands-on experience, and include an appropriate strategic method of expanding the application of Lean throughout our workforce.

The Contractor shall assist NSWC PC in advancing the Lean Initiative using all existing organic capabilities at the activity, which includes Six Sigma Black Belts and Green Belts developed for this mission. The Contractor shall follow the guidelines of the TFL implementation plan, showing results as rapidly as possible across our activity.

e. Identifying the gaps between the current state and the future state value stream maps; and suggest improvement efforts needed to close or eliminate the identified gaps in a rapid improvement action plan.

#### 3.4 Coordinate Rapid Improvement Events (RIE):

The Contractor shall technically support the Lean Office in:

- a. Performing RIE's to implement the Lean process and to enhance mission readiness
- b. Defining RIE implementation strategy and tactics.
- c. Assist the Value Stream Champions in identifying specific, achievable benefits and their associated metrics.
- d. Developing implementation plans to assist with achievement of identified benefits.
- e. Establishing baseline performance benchmarks for Lean implementations prior to initiation of implementation activities.
- f. Following Lean implementations, assist the Government in analyzing performance improvements and in developing a business case for similar implementations.

#### 3.5. Develop Advanced Lean Techniques:

The Contractor shall technically support the NSWC PC with planning and implementing advanced Lean techniques where appropriate. Examples of these techniques may include, but are not limited to: Production Planning Process and Policy Deployment. Advanced Lean Techniques also include support, guidance, and mentoring of leadership regarding transformation issues. The contractor may also participate in Lean collaborative events at other Department of Defense and Government Contractor activities.

#### 3.6 Conduct Organizational Assessments:

The Contractor shall conduct Organizational Assessments of the Lean Deployment / Implementation within selected projects at NSWC PC with emphasis on ensuring a systems approach is being used to prevent sub-optimization and ensure that effective culture change is being achieved. The Contractor shall provide recommended metrics for Lean deployment or organizational performance improvements. The Contractor shall technically support the NSWC PC in assessing current management methods and recommend changes that would aid a more successful Lean implementation. The Contractor shall technically support or perform analyses of implementation efforts to determine the validity of benefit realization calculations and recommend priorities for acceleration or cancellation of specific actions to enhance attainment of desired results.

#### 3.7 Travel

There is no anticipated travel associated with this order at this time. If travel becomes necessary the Contractor shall request that the Procuring Contracting Officer (PCO) modify the order accordingly.

#### 4.0 GOVERNMENT FURNISHED PROPERTY (GFP)

The Government will provide access to NSWC PC facilities and projects during normal working hours (Monday – Friday, 0700 – 1700) exclusive of Federal holidays. There is no other GFP anticipated.

#### 5.0 DATA DELIVERABLES

Data deliverables shall be provided in accordance with the attached Contract Data Requirements List (CDRL) DD Form 1423.

The Contractor's approach should be based on the provision of bottom line savings and should provide for an effective conversion from assisting in the Lean Enterprise implementation to assisting the NSW PC Lean Office in the monitoring, control, data collection, and reporting the results of the Lean Events.

### 3.1 Lean Planning and Implementation Support

The Contractor shall:

a. Assess, as required, NSW PC Lean activities in accordance with the SAE J4000/J4001 Standards for Lean Operations and the TFL Lean Implementation Plan.

b. Assist the Lean Office as required to develop plans for implementing Lean across selected NSW PC projects, including a plan to incorporate current and on-going Lean efforts.

c. Develop plans for tailored Lean training based on the TFL Implementation Plan that is relevant to NSW PC projects.

d. Provide relevant training, guidance, and assistance to the NSW PC in executing Lean implementation tasks, with the goal of the engagement being to develop employees of the NSW PC into resident experts capable of developing, sustaining and implementing Lean.

e. Perform the tasks in support of Lean efforts at the NSW PC with the goal of ensuring full scale Lean implementation.

### 3.2 Lean Training and Senior Leadership Support

The Contractor shall:

a. Provide necessary Lean training to meet customer requirements of developing Activity Executive Leadership, Lean Champions / Experts, Lean Change Agents / Practitioners, and Lean Event participants.

b. Review the materials of the Naval Shipyard Lean/Sigma College and provide the materials necessary to augment or provide a local delivery capability of a Lean Enterprise curriculum as necessary to ensure successful implementation of Lean and consistent methods, terminologies, forms, etc. are employed throughout NSW PC in accordance with the TFL Lean Implementation Plan.

c. Instruct Senior NSW PC Leadership and change agents at the NSW PC through periodic executive planning session to establish strategic direction and focus, review organizational assessments, select target value streams, and outline or develop future plans.

### 3.3 Value Stream Analyses:

The Contractor shall technically support the NSW PC Lean Office in:

a. Documenting the current activities and processes, including material and information flow, that describe the current processes and products throughout NSW PC.

b. Identifying major barriers found in the current processes that keep NSW PC from achieving Lean objectives.

c. Creating a current state, a future state value stream map (approximately 12 months in the future), and an ideal state (mapping perfection).

d. Identifying the overall expected impact to the NSW PC, if the future state is achieved.

## 6.0 PERIOD OF PERFORMANCE

The period of performance shall be from award of the SEAPORT-e delivery order through 12 months after award. There are four (4) award term option periods of one (1) year each that are contingent on satisfactory or better performance and availability of funds.

## 7.0 SECURITY

Performance of this effort will require access to classified areas or material up to the SECRET level. Neither storage or generation of classified material is required to meet the requirements of this effort. The requirements of the attached DD Form 254 apply.

## 8.0 DISTRIBUTION LIMITATION STATEMENTS

Technical documents generated under this contract shall carry the following distribution limitation statements.

**DISTRIBUTION AUTHORIZED TO THE DEPARTMENT OF DEFENSE AND U.S. DOD CONTRACTORS ONLY, ADMINISTRATIVE OR OPERATIONAL USE, (DATE STATEMENT APPLIED). OTHER REQUESTS SHALL BE REFERRED TO COMMANDING OFFICER, NAVAL SURFACE WARFARE CENTER, ATTN: CODE CP1Q Quality Engineering Lean Office, 110 VERNON AVE, PANAMA CITY, FL, 32407-7001.**

**DESTRUCTION NOTICE - For unclassified, limited documents, destroy by any method that will prevent disclosure of contents or reconstruction.**

## 9.0 RELEASE OF INFORMATION

All technical data provided to the contractor by the Government shall be protected from public disclosure in accordance with the markings thereon. All other information relating the items to be delivered or services to be performed under this contract shall not be disclosed by any means without prior written approval of the authorized representative of the contracting office. Dissemination or public disclosure includes, but is not limited to, permitting access to such information by foreign nationals or such other persons or entities; publication of scientific or technical papers, advertising or any other proposed public release. The contractor shall provide adequate protection to such information so as to preclude access by any person or entity not authorized such access by the Government.

## 10.0 PERFORMANCE BASED REQUIREMENTS

This requirement is performance based. The incentive for superior performance is contained in the SEAPORT-e delivery order (award term provisions). The standards for performance, the acceptable quality level (AQL), performance monitoring plan pertinent to this order are defined below. The Government Technical POC will report the quality of performance to the PCO within 45 days prior to of the completion of the order (so the award term determination can be made) or sooner (if required to correct less than satisfactory performance).

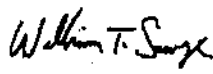
Required Service	Standard	AQL Requirement	Method of Surveillance
Tasks performed On Time	Performed or before due date	Performed on time	Technical POC verification of delivery
Quality of service	Acceptable quality with no rework required	Analyses are accurate Improvement events executed on schedule RIEs result in savings	Technical POC review of service results



**CONTRACT DATA REQUIREMENTS LIST**  
(1 Data Item)

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 estimate 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 Officer for the Contract/Pr No. listed in Block E.

A. CONTRACT LINE ITEM NO.				B. EXHIBIT <b>A</b>		C. CATEGORY: TDP _____ TM _____ OTHER <b>MISC</b>			
D. SYSTEM/ITEM <b>LEAN Implementation Support</b>			E. CONTRACT/PR NO.			F. CONTRACTOR			
1. DATA ITEM NO. <b>A002</b>		2. TITLE OF DATA ITEM <b>Technical Report - Study / Services</b>			3. SUBTITLE <b>LEAN Implementation Support Documentation</b>				
4. AUTHORITY (Data Acquisition Document No.) <b>DI-MISC-80508A</b>			5. CONTRACT REFERENCE <b>SOW Para 3.1 through 3.6</b>			6. REQUIRING OFFICE <b>NSWC PC Code CP1Q</b>			
7. DD 250 REQ <b>LT</b>	9. DIST STATEMENT REQUIRED <b>SEE BLK 16</b>	10. FREQUENCY <b>ASREQ</b>	12. DATE OF FIRST SUBMISSION <b>SEE BLK 16</b>		14. DISTRIBUTION				
8. APP CODE <b>A</b>		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION <b>SEE BLK 16</b>		a. ADDRESSEE		b. COPIES		
18. REMARKS  Blk 4: DID is cited for guidance only as to content. Contractor format is acceptable unless otherwise specified in the GFI. Requirements of this CDRL item apply to the base period of performance and for any award term options exercised.  Blk 9: Documents shall be marked in accordance with SOW paragraph 8.0.  Blks 8,10,12,13: GFI or events describing the requirement for documentation will be provided as they become available. In response the contractor shall prepare the appropriate report(s), analyses, white papers, plans, schedules, correspondence, etc. within 3 working days unless otherwise specified by the Government. Format, content requirements, and classification will be specified in the GFI. The Government will review each submittal for approval of content and format (as appropriate) and will provide review comments within 3 days after receipt. The Contractor shall incorporate any comments and resubmit the document.  Blk 14: Typically shall be provided in MS Office™ 2000 compatible files or other computer systems standard format. "TOM" means "Task Order Manager"					NSWC PC Code CPIQ		1	1	1
					(LT ONLY)				
					NSWC PC Code XPS2				
					NSWC PC TOM				
					15. TOTAL SEE BLOCK 16				
G. PREPARED BY <b>T. Casassa, NSWC PC Code CP1Q</b>			H. DATE <b>1/04/2005</b>		I. APPROVED BY  <b>W.T. Sawyer, NSWC PC Code A09</b>			J. DATE <b>1/05/2005</b>	

17. PRICE GROUP

18. ESTIMATED TOTAL PRICE