

Based on the Implementation Plan (including approved changes) and not later than 6 months prior to the required order issue date for IMS milestone accomplishment, the Contractor shall commence detailed planning for each task and/or delivery order¹. Task and delivery order planning and development shall include conducting a Task and/or Delivery Order Scoping Meeting, draft task and/or delivery order and work plan preparation, and successful completion of a Readiness Review as described below. The initial task or delivery order planning activity for an asset shall be conducted from this IDS Systems Integration and Management scope of work. [Subsequent asset task and delivery order planning shall be conducted within the scope of preceding phase asset task or delivery orders.]

2.10.1 TASK AND/OR DELIVERY ORDER SCOPING MEETING

No later than 6 months prior to the planned issuance of each task or delivery order in accordance with the Contractor's Implementation Plan, a scoping meeting between the Contractor and the Government shall take place to address the general scope, objectives, and timeline for task or delivery order planning. An agenda shall be prepared by the Contractor and shall include but not be limited to the following:

- a) Review cost /performance basis for order issue;
- b) Relationship with other ongoing or planned task or delivery orders;
- c) Impact of external factors such as funding, mission and or demand changes;
- d) Technology opportunities/maturity and user needs;
- e) EVMS metrics and targets for the task or delivery order;
- f) Task or delivery order data requirements; and
- g) Incentive metrics and plans.

2.10.2 DRAFT TASK AND/OR DELIVERY ORDER AND WORK PLAN PREPARATION

Based on the results of the Task and/or Delivery Order Scoping Meeting, the Contractor shall prepare and/or update a proposed Task and/or Delivery Order Statement of Work and Work Plan Proposal no later than 90 days prior to the planned issuance of each task and/or delivery order in accordance with the Contractor's Implementation Plan, to include the elements outlined below.

¹ Where necessary to accommodate early (<225 days after contract award) issuance of task/delivery orders identified at contract award for which SOWs are provided as Section J attachments J-8/9/10/11a, b, c, etc., the process timeframes identified throughout section 2.10 may be reduced. These timeframes may also be reduced to expedite the planning and development of newly developed, time-critical task orders (e.g. time-critical maintenance or repair tasks) with prior approval of the Government.

2.10.2.1 Executive Summary

The proposed order shall include an executive summary that provides an overview of the proposed task and/or delivery order, highlighting salient features such as order objectives, technical approach, management, schedules, and risk. This summary shall also specifically identify the role of subcontractors who will perform the actual work if other than the Contractor.

2.10.2.2 Task and/or Delivery Order Statement of Work (SOW)

As required, the Contractor shall develop and submit a proposed task or delivery order SOW(s) for Government review and approval by tailoring the appropriate Statement of Objectives (SOO) (attachments J-8 through J-11). These SOOs outline the objectives and minimal requirements