

**UNCLASSIFIED**

**CONTRACT DATA REQUIREMENTS LIST – A001**

**(1 Data Item)**

*Form Approved*  
OMB No. 0704-0188

The 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.

<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004	<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>
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<b>D. SYSTEM / ITEM</b> WHETSTONE	<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394	<b>F. CONTRACTOR</b>
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<b>1. Data Item No.</b> A001	<b>2. Title of Data Item</b> Program Status Report	<b>3. Subtitle</b> N/A
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<b>4. Authority (Data Acquisition Document No.)</b> N/A	<b>5. Contract Reference</b> SOW	<b>6. Requiring Office</b> NRO/SIGINT [ ]
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<b>7. DD 250 Req</b>	<b>9. Dist Statement Required</b>	<b>10. Frequency</b> Quarterly	<b>12. Date of First Submission</b> 10 October 2011	<b>14. Distribution</b>	
<b>8. App Code A</b>		<b>11. As Of Date</b> N/A	<b>13. Date of Subsequent Submission</b> See Block 16.		
				<b>a. Addressee</b>	
				<b>b. Copies</b>	
				Draft	
				Final	
				Hard	
				Soft	

<b>16. Remarks</b>  Softcopy in Government approved format.  The Contractor shall submit a Program Status Report as part of the Management Meeting (Summary Level ) held every 3 months that summarizes the accomplishments of the past quarter, technical assessment of development program status with recommendations, risks, accomplishments, major activities planned, cost efficiencies, contract staffing estimates and actual, and budget performance and projections.  Changes in estimated FTE (overall or by Division or task) should be explained based on projected workload in support of program events and milestones from the [ ] Master Schedule.  Block 13: Ten business days after end of Government fiscal quarter.	Program Management		1
	COTR		1
	CO		1
<b>15. Total</b>	<b>3</b>	<b>3</b>	

<b>G. PREPARED BY</b> [ ]	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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**CONTRACT DATA REQUIREMENTS LIST – A002**  
**(1 Data Item)**

Form Approved  
 OMB No. 0704-0188

The 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.

<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004	<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>
<b>D. SYSTEM / ITEM</b> WHETSTONE	<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394	<b>F. CONTRACTOR</b>

1. Data Item No. <b>A002</b>	2. Title of Data Item <b>Contract Funds Status Report</b>	3. Subtitle N/A
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4. Authority (Data Acquisition Document No.) N/A	5. Contract Reference <b>SOW</b>	6. Requiring Office NRO/SIGINT
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7. DD 250 Req	9. Dist Statement Required	10. Frequency <b>Monthly</b>	12. Date of First Submission <b>25 days after end of reporting period</b>	14. Distribution		
8. App Code A		11. As Of Date N/A	13. Date of Subsequent Submission <b>25 days after end of reporting period</b>	a. Addressee	b. Copies	
					Draft	Final

<b>16. Remarks</b> Softcopy in Government approved format.  The Contractor shall submit a monthly Contract Funds Status Report (CFSR) that reflects planned Full Time Equivalent (FTEs) and costs and the actual FTE and costs. CFSR reporting shall be provided for each Contract Line Item Number (CLIN). <ul style="list-style-type: none"> <li>All costs and FTE (both actuals to date as well as forecasts) shall be presented by current period totals and cumulative totals.</li> <li>All costs and FTE data for forecasts shall provide monthly increments for the subsequent twelve (12) months and an "At Complete" forecast for the remainder of the contract.</li> <li>Contractor shall report standard termination liability by month for the subsequent twelve (12) months</li> <li>Contractor shall report CLIN actuals by Base/Contract Option periods as well as by Government Fiscal Year (data to be provided in the notes sections of CFSR)</li> <li>Contractor shall include a projected funds run-out date for each CLIN/subCLIN.</li> </ul> Block 14: All deliverables shall be portion marked and transmitted electronically to the identified Addressees.  Standard format and content preparation instructions for the CFSR are specified in the <input type="text"/>	Program Management			1
	COTR			1
	CO			1
	Program Control			1
	15. Total	4	4	

<b>G. PREPARED BY</b> <input type="text"/>	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b> <input type="text"/>	<b>J. DATE</b> <input type="text"/>
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**CONTRACT DATA REQUIREMENTS LIST – A003**  
**(1 Data Item)**

*Form Approved*  
 OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004		<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>										
<b>D. SYSTEM / ITEM</b> WHETSTONE		<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394		<b>F. CONTRACTOR</b>									
1. Data Item No. <b>A003</b>	2. Title of Data Item <b>Personnel Status Report</b>			3. Subtitle N/A									
4. Authority (Data Acquisition Document No.) N/A			5. Contract Reference <b>SOW</b>		6. Requiring Office NRO/SIGINT <input type="checkbox"/>								
7. DD 250 Req	9. Dist Statement Required	10. Frequency <b>Monthly</b>	12. Date of First Submission <b>10 days after end of reporting period</b>		14. Distribution								
8. App Code A		11. As Of Date N/A	13. Date of Subsequent Submission <b>10 days after end of reporting period</b>										
<b>16. Remarks</b> Softcopy in Government approved format.  The Contractor shall submit a monthly Personnel Status Report to include the staff names associated with assigned position on program and the current vacancies and anticipated date of when the vacancies will be filled.					a. Addressee			b. Copies					
					Program Management			Draft	Hard	Soft	1		
					COTR						1		
					CO						1		
					15. Total	3	3						

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<b>G. PREPARED BY</b> <input type="text"/>	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b> <input type="text"/>	<b>J. DATE</b> <input type="text"/>
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**CONTRACT DATA REQUIREMENTS LIST – A004**

**(1 Data Item)**

Form Approved  
OMB No. 0704-0188

The 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.

<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004	<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>		
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<b>D. SYSTEM / ITEM</b> WHETSTONE	<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394	<b>F. CONTRACTOR</b>
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<b>1. Data Item No.</b> A004	<b>2. Title of Data Item</b> Meeting Minutes	<b>3. Subtitle</b> N/A
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<b>4. Authority (Data Acquisition Document No.)</b> N/A	<b>5. Contract Reference</b> SOW	<b>6. Requiring Office</b> NRO/SIGINT
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<b>7. DD 250 Req</b>	<b>9. Dist Statement Required</b>	<b>10. Frequency</b> As required	<b>12. Date of First Submission</b> 5 business days after meeting	<b>14. Distribution</b>			
<b>8. App Code A</b>		<b>11. As Of Date</b> N/A	<b>13. Date of Subsequent Submission</b> As required	<b>a. Addressee</b>		<b>b. Copies</b>	
					<b>Draft</b>	<b>Final</b>	
						<b>Hard</b>	<b>Soft</b>

<b>16. Remarks</b> Softcopy in Government approved format.  The Contractor shall submit the Meeting Minutes to include the agenda, minutes, attendees and action items and status for the Management Meeting (Summary Level) held every 3 months.	Program Management		1
	COTR		1
	CO		1
		<b>15. Total</b>	<b>3</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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**CONTRACT DATA REQUIREMENTS LIST – A005  
 (1 Data Item)**

Form Approved  
 OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004	<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>
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<b>D. SYSTEM / ITEM</b> WHETSTONE	<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394	<b>F. CONTRACTOR</b>
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1. Data Item No. <b>A005</b>	2. Title of Data Item <b>Transition Plan</b>	3. Subtitle <b>N/A</b>
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4. Authority (Data Acquisition Document No.) <b>N/A</b>	5. Contract Reference <b>SOW</b>	6. Requiring Office <b>NRO/SIGINT</b>
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7. DD 250 Req	9. Dist Statement Required	10. Frequency <b>N/A</b>	12. Date of First Submission <b>With proposal</b>	14. Distribution			
8. App Code A	11. As Of Date <b>N/A</b>	13. Date of Subsequent Submission <b>10 business days after start of contract</b>			b. Copies		
				a. Addressee	Draft	Final	
						Hard	Soft

**16. Remarks**  
 Softcopy in Government approved format.

The Contractor shall submit a Transition Plan ("Incoming") with the proposal and subsequently, the final Transition Plan ("Incoming") within 10 business days after the start of the contract that includes the staffing plan, the transfer of responsibility of tasks from the incumbent and assumption of all associated processes, software files and tools including the [redacted] web site, databases, documents and any Government Furnished Equipment (GFE) needed.

Program Management			1
COTR			1
CO			1
15. Total	3	3	

<b>G. PREPARED BY</b> [redacted]	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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**CONTRACT DATA REQUIREMENTS LIST – A006**  
**(1 Data Item)**

*Form Approved*  
 OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004		<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>					
<b>D. SYSTEM / ITEM</b> WHETSTONE		<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394		<b>F. CONTRACTOR</b>				
1. Data Item No. A006	2. Title of Data Item Outgoing Transition Plan			3. Subtitle N/A				
4. Authority (Data Acquisition Document No.) N/A			5. Contract Reference SOW		6. Requiring Office NRO/SIGINT			
7. DD 250 Req	9. Dist Statement Required	10. Frequency N/A	12. Date of First Submission 30 days after request		14. Distribution a. Addressee b. Copies Final Draft Hard Soft			
8. App Code A		11. As Of Date N/A	13. Date of Subsequent Submission As needed					
<b>16. Remarks</b> Softcopy in Government approved format.  The Contractor shall submit an Outgoing Transition Plan within 30 days after formal Government request that shows the staffing plan and the transition of responsibilities and functions performed in the contract by this Contractor to a follow-on Contractor.					Program Management			1
					COTR			1
					CO			1
								15. Total

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<b>G. PREPARED BY</b> [Redacted]	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b> [Redacted]	<b>J. DATE</b> [Redacted]
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**CONTRACT DATA REQUIREMENTS LIST – A007**  
**(1 Data Item)**

Form Approved  
 OMB No. 0704-0188

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<b>A. CONTRACT LINE ITEM NO.</b> CLIN 0004	<b>B. EXHIBIT</b> A	<b>C. CATEGORY</b> TDP <input type="checkbox"/> TM <input type="checkbox"/> Other <input type="checkbox"/>
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<b>D. SYSTEM / ITEM</b> WHETSTONE	<b>E. CONTRACT / PR NO.</b> NRO 000-11-C-0394	<b>F. CONTRACTOR</b>
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1. Data Item No. <b>A007</b>	2. Title of Data Item <b>Analytical Models and Simulations</b>	3. Subtitle N/A
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4. Authority (Data Acquisition Document No.) N/A	5. Contract Reference <b>SOW</b>	6. Requiring Office NRO/SIGINT
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7. DD 250 Req	9. Dist Statement Required	10. Frequency N/A	12. Date of First Submission <b>30 days after request</b>	14. Distribution		
8. App Code A		11. As Of Date N/A	13. Date of Subsequent Submission <b>As needed</b>	a. Addressee		b. Copies
					Final	
					Draft	Hard Soft

<b>16. Remarks</b> Softcopy in Government approved format.  The Contractor shall submit all of the necessary data including software files, source code and documentation, input files, databases, instructions, scripts, requirements and executables to recreate Analytical Models and Simulations used to execute the tasks in the SOW within 30 days after formal Government request.  In order to facilitate transition to a follow-on Contractor, this item which includes data from the Prime and Subcontractors shall be requested near the end of the contract.	Program Management			1
	COTR			1
	CO			1
		15. Total	3	3

<b>G. PREPARED BY</b>	<b>H. DATE</b> 31 Aug 2011	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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