REF 68X

CONTRACT FILES

68X

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. PAGE 1 OF 2

2. PROC INSTRUMENT ID NO. (PIN)	3. SPIN	4. EFFECTIVE DATE	5. REQUISITION/PURCHASE REQUEST PROJECT NUMBER	6. BDC/DMS RATING
F33657-97-D-2008	001202	MAY 14 1998	6154/RAP	DO-C9

7. ISSUED BY CODE FA8622

ASC/CDSK, BLDG 16 RM 129
2275 D STREET
WRIGHT- PATTERSON AFB OH 45433-7233

BUYER: TOM REASTER, ASC/CDSK
(937) 255-7003 EXT 4653

8. ADMINISTERED BY (If other than Block 7) CODE S2101A

DCMAO, BALTIMORE
ATTN: CHESAPEAKE
200 TOWSONTOWN BLVD, WEST
TOWSON MD 21204-5299

9. CONTRACTOR CODE 4M057 FACILITY CODE 3X628

MAILING DATE MAY 14 1998

NAME AND ADDRESS

SMALL BUSINESS ADMINISTRATION
WASHINGTON DISTRICT OFFICE
P O BOX 34500
WASHINGTON DC 20043-4500

IF "9" FOR MULTIPLE FACILITIES SEE SECT "K"

SUBCONTRACTOR: H J FORD ASSOCIATES, INC
1111 JEFFERSON HWY, STE 808
ARLINGTON VA 22202-3235

SBA #0353-97-700505

10. SECURITY CLASSIFICATION
U

11. DISCOUNT FOR PROMPT PAYMENT

1st	N %	DAYS	NET	DAYS
2nd	%	DAYS		OTHER IF "9" SEE SECT "E"
3rd	%	DAYS		

12. PURCHASE OFFICE POINT OF CONTACT
AWY/A6F/ANC

13. THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Block 17. The hour and date specified for receipt of offers ☐ IS EXTENDED ☐ IS NOT EXTENDED

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended by one of the following methods:
(a) By signing and returning copies of this amendment; (b) by acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER if by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

14. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS

☐ THIS CHANGE IS ISSUED PURSUANT TO THE CHANGE SET FORTH HEREIN ARE MADE TO THE ABOVE NUMBERED CONTRACT/ORDER.

☐ THE ABOVE NUMBERED CONTRACT IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (Such as changes in paying office, appropriation data, etc.) SET FORTH HEREIN.

☐ THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF IT MODIFIES THE ABOVE NUMBERED CONTRACT AS SET FORTH HEREIN.

☒ THIS MODIFICATION IS ISSUED PURSUANT TO Special Contract Requirement H-013(d)

15. CONTRACT ADMINISTRATION DATA

A. KIND OF MOD	B. MOD ABST RECIPIENT ADP PT	C. DATE OF SIGNATURE	D. CHANGE IN CONTRACT AMOUNT ☐ INCREASE (+) DECREASE (−)	E. LOSING PO/CAO ON TRANSFER	F. GAINING POC/CAO ON TRANSFER	G. SVC/AGENCY USE
B						

16. ENTER ANY APPLICABLE CHANGES

A. PAY CODE	B. EFFECTIVE DATE OF AWARD	C. CONTRACT (1) TYPE	(2) KIND	D. TYPE CONTRACTOR	E. SURV CRIT	F. SPL CONTR PROVISIONS	G. PAYING OFC CODE	H. DATE SIGNED	I. SECURITY (1) CLAS	(2) DATE OF DD 254
									S	98MAR31

17. REMARKS (Except as provided herein, all items and conditions of the contract, as heretofore changed, remain unchanged and in full force and effect.)
SUBJECT: ADD SECURITY CLASSIFICATION SPECIFICATION (DD FORM 254) DATED 31 MAR 98
CHANGE IN CONTRACT OBLIGATION: NONE
CHANGE IN PRICE: NONE

18. ☐ CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT ☒ CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE 1

19. CONTRACTOR/OFFEROR (Signature of person authorized to sign)
BY: Frank J. Grosso

20. NAME/TITLE OF SIGNER (Type or Print)
FRANK J. GROSSO, VP DAYTON CENTER

21. DATE SIGNED
9 May 98

22. UNITED STATES OF AMERICA (Signature of Contracting Officer)
BY: Margaret Yarrington

23. NAME OF CONTRACTING OFFICER (Type or Print)
MARGARET YARRINGTON

24. DATE SIGNED
12 MAY 1998

AFMC FORM 702, JUL 92 (EF-V3) (FormFlow)

REPLACES AFSC FORM 702, AUG 84 WHICH IS OBSOLETE

1. In accordance with the provisions of the basic contract F33657-97-D-2008, Special Contract Requirement H-013 entitled "Orders", clause 52.204-2 entitled "Security Requirements (Apr 1984)", ASC/YCL letter dated 16 April 1998 and this delivery order 001202, subject document is hereby issued to incorporate Department of Defense Contract Security Classification Specification, DD Form 254 dated 31 March 1998, plus attachments into the requirements of the contract per the attached at no change in ceiling price.

2. In accordance with paragraph 1 above, the subject document is more specifically modified as follows:

Section J

Document	Title	No. Of Pages
Atch 2	Contract Security Classification Specification, DD Form 254 dated 31 March 1998.	5

DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION

(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)

1. CLEARANCE AND SAFEGUARDING
a. FACILITY CLEARANCE REQUIRED: SECRET
b. LEVEL OF SAFEGUARDING REQUIRED: SECRET

2. THIS SPECIFICATION IS FOR: *(X and complete as applicable)*

X	a. PRIME CONTRACT NUMBER F33657-97-2008/0012 Exp Date: 99-02-06	
	b. SUBCONTRACT NUMBER	
	c. SOLICITATION OR OTHER NUMBER	DUE Date *(YYMMDD)*

3. THIS SPECIFICATION IS: *(X and complete as applicable)*

X	a. ORIGINAL *(Complete date in all cases)*		Date *(YYMMDD)* 98 03 31
	b. REVISED *(Supersedes all previous specs)*	Revision No.	Date *(YYMMDD)*
	c. FINAL *(Complete Item 5 in all cases)*		Date *(YYMMDD)*

4. IS THIS A FOLLOW-ON CONTRACT? [ ] YES [X] NO. If Yes, complete the following:

Classified material received or generated under _____ *(Preceding Contract Number)* is transferred to this follow-on contract

5. IS THIS A FINAL DD FORM 254? [ ] YES [X] NO. If Yes, complete the following:

In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____

6. CONTRACTOR *(Include Commercial and Government Entity (CAGE) Code)*

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
H.J. Ford 2940 Presidential Drive Suite 250 Wright Executive Center Fairborn, Oh 45324	OKJH3	Defense Security Service Industrial Security FO (S11DY) 2900 Presidential Dr Ste 340 Fairborn OH 45324-0628

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
N/A	N/A	N/A

8. ACTUAL PERFORMANCE

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE *(Name, Address, and Zip Code)*
N/A	N/A	N/A

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

10. THIS CONTRACT WILL REQUIRE ACCESS TO:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		X
b. RESTRICTED DATA		X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X
d. FORMERLY RESTRICTED DATA		X
e. INTELLIGENCE INFORMATION		
(1) Sensitive Compartmented Information (SCI)		X
(2) Non-SCI	X	
f. SPECIAL ACCESS INFORMATION		X
g. NATO INFORMATION		X
h. FOREIGN GOVERNMENT INFORMATION	X	
i. LIMITED DISSEMINATION INFORMATION		X
j. FOR OFFICIAL USE ONLY INFORMATION	X	
k. OTHER *(Specify)*		X

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	X	
b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		X
e. PERFORM SERVICES ONLY		X
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		X
h. REQUIRE A COMSEC ACCOUNT		X
i. HAVE TEMPEST REQUIREMENTS		X
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X
l. OTHER *(Specify)* N/A		

12. PUBLIC RELEASE. Any information (classified or unclassified) pert... this contract shall not be released for public dissemination except as provided by the In... ecurity Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submit... approval prior to release

[ ] Direct [X] Through (Specify):

ASC/PA
1865 4th Street, Suite 15
Wright-Patterson, AFB OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. *(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete guidance.)*

a. Ref Blk 10e(2) General Intelligence Material / Foreign Disclosure applies. See Addendum

b. Ref Blk 10j: FOR OFFICIAL USE ONLY (FUOU) applies. See Addendum.

c. Ref Blk 11A: Any classified information associated with performance of this contract shall require the contractor to either apply derivative classification markings consistent with the source material or be governed by the following Security Classification Guide (SCG): Air Force Towed Decoy SCG, 1 July 1995 and letter change #1 dated 6 Nov 97.

d. The National Industrial Security Program Operating Manual (NISPOM), January 1995, applies to this contract.

e. Ref Blk 11a: The notification of government security activity/visitor group agreement applies. See contract clause for details.

f. The Functional Area Chief (FAC) for this contract is Ms Marjorie Radford, office symbol: ASC/CDSY, telephone (937) 255-1783 ext 4658.

g. The Functional Area Evaluator (FAE) is Keith Edwards, office symbol: ASC/YCLP, telephone (937) 255-6582.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. *(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed)* [ ] Yes [X] No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. *(If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)* [X] Yes [ ] No

Ref Blk 11a: ASC/SYSPC will have oversight

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL	b. TITLE	c. TELEPHONE (Include Area Code)
Margaret Yarrington	Contracting Officer	(937) 255-7003 ext 4652

d. ADDRESS (Include Zip Code)
ASC/CDS
2275 D Street, Bldg 16, Room 129
WPAFB, OH 45433-7233

e. SIGNATURE
Margaret Yarrington

ASC/SYS COORDINATION PC-ONLY

17. REQUIRED DISTRIBUTION

- [X] a. CONTRACTOR
- [ ] b. SUBCONTRACTOR
- [X] c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- [ ] d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- [X] e. ADMINISTRATION CONTRACTING OFFICER
- [X] f. OTHERS AS NECESSARY ASC/SYSPC

DD Form 254, DEC 90 (REVERSE) (EF-V1) (PerFORM PRO)

ADDENDUM TO DD FORM 254
22 October 1996

GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE

1. **Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agrees that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

2. **Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

3. **Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

USE OF SPECIAL INTELLIGENCE MARKINGS

1. Authorized Control Markings of Intelligence Information

a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".

This marking is used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when an item of information will reasonably be protected by use of any other markings specified herein, or by the application of the "need-to-know" principle and safeguarding procedures of the security classification system.

b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

Current Guidance
Implementation of DCID 1/7, 16 Apr 96, Postponed.

ADDENDUM TO DD FORM 254
23 March 1998

FOR OFFICIAL USE ONLY (FOUO)

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING**: Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.

2. **MARKING**:

a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any).

b. In a classified document, mark:

(1) An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.

(2) The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.

(3) "FOUO" at the bottom of each page that has FOUO information but is not classified..

(4) If a classified document also contains FOUO information or if the classified material becomes FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: "**NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release.**

c. Mark other records, such as computer print outs, photographs, films, tapes, or slide 'FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.

d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the test begins.

e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.

3. **STORAGE**: To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.

4. **TRANSMISSION**: FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other commercial teletype lines without encryption.

5. **RELEASE**: FOUO information may be released only to DoD components, officials of DoD component, and other DoD contractors when needed to conduct official DoD business.

6. **DESTRUCTION**: When no longer needed, FOUO information may be disposed of by any method which will preclude its disclosure to unauthorized individuals.