

CONTRACT DATA REQUIREMENTS LIST

(1 Data Item)

A. CONTRACT LINE ITEM NO.	B. EXHIBIT	C. CATEGORY: TDP _____ TM _____ OTHER _____
D. SYSTEM/ITEM	E. CONTRACT/PR NO.	F. CONTRACTOR

16. REMARKS (Continued)

2.3.2. Performance Data: The CPD shall be submitted in dollars and hours down to the **control account/work package level** [choose level, delete as appropriate].

Detailed Loaded Contract Performance Metrics: Detailed **Control Account level/Work Package level** [per above selection in 2.3.2] contract performance cost data metrics (e.g., To-Date BCWS, BCWP, ACWP, and To-Complete BCWS and ETC) are reported in Total and broken out by element of cost (e.g., Labor \$, Material \$, Subcontractor \$, and ODC \$). These detailed data items must be reported as including corresponding indirect costs consistent with the indirect "NonAdd" configuration settings outlined in the contractor's system description.

2.3.2.2.1. Indirect Costs: Reported Indirect costs are Cost of Money (COM), General and Administrative (G&A) and Overhead (OH). NonAdd settings are used to indicate indirect metrics (OH, COM, and G&A) which are included in the detailed cost metrics (a NonAdd setting of TRUE, indicates that the corresponding indirect cost is included (burdened on) the details cost metrics).

Summary Performance: Summary performance cost and hours metrics (including total indirect values as well as the total PMB values) must be provided within the SummaryPerformance table as per the FFS/DEI. Summary performance metrics must be provided and consistent with the defined indirect NonAdd flags.

[Optional, delete as appropriate] Detailed contract performance **direct** cost data metrics (e.g., To-Date BCWS, BCWP, ACWP, and To-Complete BCWS and ETC) must also be reported in Total and broken out by element of cost (e.g., Labor \$, Material \$, Subcontractor \$, and ODC \$). These metrics must be reported at a consistent level (control account or work package) as the required "loaded" detailed cost metrics.

[Optional, delete as appropriate] Detailed contract performance **indirect** costs must be reported for each cost data metric (e.g., To-Date BCWS, BCWP, ACWP, and To-Complete BCWS and ETC). Indirect costs metrics are reported in total and not separated by element of cost. These indirect cost metrics must be reported at a consistent level (control account or work package) as the required "loaded" detailed cost metrics.

2.4.2.20. Data Dictionary for Native Schedule File: The first monthly analysis narrative submission for the Native Schedule shall include the 'Schedule Assumptions' and 'Data Dictionary'. Any change, post-first submission, to the 'Schedule Assumptions' or 'Data Dictionary' requires re-submittal of the information with the first affected IPMDAR deliverable.

2.4.2.21. Schedule Risk Assessment (SRA): In addition to IPMDAR DID requirements for SRAs and the reporting of any SRAs conducted internally by the Contractor, the Contractor shall perform and report the results of additional SRAs on a **quarterly/semiannual/annual** [choose one, delete as appropriate] basis against any such milestones as the Government may direct, and with such inputs and participation as the Government requests. An SRA may also be requested to support Government Estimate-at-Complete (EAC) processes.

2.4.3.1. SPD Custom/User-Defined Fields: Contractor will reserve [x number] schedule fields as defined below for the purpose of helping the Government navigate, analyze, and health-check the IMS.

[x1 field definition/description]

[x2 field definition/description]

[xn field definition/description]

2.4.3.2. Resources: The submission of a **resource loaded native schedule and/or SPD** [choose one or both, delete as appropriate] **is/is not required** [choose one, delete as appropriate].

2.5.1. Delivery Options: Delivery of the Performance Narrative Report will be single delivery.

2.5.2. Executive Summary: The entirety of this section shall be a part of the required submission as outlined in the DID.

The Executive Summary shall include all items contained in the Required Elements Detailed Analysis Table (Table 2.1).

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Staffing Changes and Rates, per the Tailorable Elements Detailed Analysis Table (Table 2.2), shall be reported if either element has or can be reasonably expected to have a major impact on the effort's cost and/or schedule forecast.

Major Subcontractors, per the Tailorable Elements Detailed Analysis Table (Table 2.2), shall be reported if there were any changes in the reported period or expected in the following three months.

Schedule Health metrics, per the Tailorable Elements Detailed Analysis Table (Table 2.2), shall be reported when that analysis is performed, but no less than annually.

2.5.3.4. Variance Analysis Selection: Variance analysis shall be presented using 'dollars' / 'hours' [choose, delete as appropriate] as the basis. If there are no changes to the reported element problem analysis, expected impacts, or corrective action status, the contractor may specify "no changes since the last reported analysis" and reference the IPMDAR date when the narrative was reported.

SELECT FROM THE FOLLOWING OPTIONS FOR VARIANCE REPORTING. DELETE OPTION NOT SELECTED:

OPTION 1

2.5.3.4.2. Government-Specified Variance Analysis Thresholds: Control account variances that exceed the category thresholds identified below are selected and reported:

Pool of Reportable Variances are determined by the following thresholds:

PLEASE CONSULT WITH YOUR PMO TO DETERMINE VARIANCE THRESHOLDS FOR YOUR CONTRACT.

- 1) Current cost variances exceeding +/- \$XXK or +/- Y%
- 2) Current schedule variances exceeding +/- \$XXK or +/- Y%
- 3) Cumulative cost variances exceeding +/- \$XXK and +/- Y%
- 4) Cumulative schedule variances exceeding +/- \$XXK and +/- Y%
- 5) Variances at completion exceeding +/- \$XXXXK and +/- Y%

Variance thresholds shall be reviewed periodically to ensure the threshold levels are commensurate with the changing program risks and may be adjusted by contract modification with no change in contract price.

OPTION 2

2.5.3.4.3. Specific Number of Control Account Variances: The contractor will report the variance analysis according to the requirement below (notional per program risk):

- 1) Current cost variances: top X variances*
- 2) Current schedule variances : top X variances*
- 3) Cumulative cost variances : top X variances*
- 4) Cumulative schedule variances exceeding : top X variances*
- 5) Variances at completion exceeding : top X variances*

*by dollar value or %

INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

FOR GOVERNMENT PERSONNEL

- Item A.** Self-explanatory.
- Item B.** Self-explanatory.
- Item C.** Mark (X) appropriate category: TDP - Technical Data Package; TM - Technical Manual; Other - other category of data, such as "Provisioning," "Configuration Management," etc.
- Item D.** Enter name of system/item being acquired that data will support.
- Item E.** Self-explanatory (to be filled in after contract award).
- Item F.** Self-explanatory (to be filled in after contract award).
- Item G.** Signature of preparer of CDRL.
- Item H.** Date CDRL was prepared.
- Item I.** Signature of CDRL approval authority.
- Item J.** Date CDRL was approved.
- Item 1.** See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2.** Enter title as it appears on data acquisition document cited in Item 4.
- Item 3.** Enter subtitle of data item for further definition of data item (optional entry).
- Item 4.** Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5.** Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6.** Enter technical office responsible for ensuring adequacy of the data item.
- Item 7.** Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8.** Specify requirement for approval of a draft before preparation of the final data item.
- Item 9.** For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoDD 5230.24).
- Item 10.** Specify number of times data items are to be delivered.
- Item 11.** Specify as-of date of data item, when applicable.
- Item 12.** Specify when first submittal is required.
- Item 13.** Specify when subsequent submittals are required, when applicable.
- Item 14.** Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15.** Enter total number of draft/final copies to be delivered.
- Item 16.** Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14.; Desired medium for delivery of the data item.

FOR THE CONTRACTOR

Item 17. Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.

a. Group I. Definition - Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

Item 18. For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. The estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.