

Statement of Work Template

It is anticipated that the proposed SOW will be incorporated as an attachment to the resultant award instrument. The SOW, without restrictive markings, is your company's affirmation that the SOW is non-proprietary and releasable in response to Freedom of Information Act (FOIA) requests.

At a minimum, the format and content of the Statement of Work should contain the following information. Offerors must ensure that the content within the SOW clearly aligns with and provides sufficient detail to support the primary evaluation criteria of this BAA. If options are included, separate sections should be included to address what work will occur in the base and each option period.

TITLE OF PROGRAM/SERVICES AND/OR SUPPLIES

1.0 Project Classification & Strategic Alignment

This section establishes the framework for the proposed effort by identifying its funding category, technological focus, and alignment with critical Navy initiatives. The Offeror must clearly address the following in this section:

- **Funding Applicability (Select One):**
 - ☐ 6.2 Applied Research
 - ☐ 6.3 Advanced Technology Development
- **Golden Fleet Initiative Priority Area(s) Addressed (Select all that apply):**
 - ☐ Speed, Throughput, and Availability
 - ☐ Advanced Manufacturing
 - ☐ Sustainment and Repair
 - ☐ Industrial Base Modernization
 - ☐ Supply Chain Capacity
- **Target Platform(s):** [e.g., new battleship [BBG(X)/BBGN], next generation frigate [FF(X)], unmanned surface vessels, associated combat systems, or specify other]
- **Technical Focus Area:** [Write in the specific applicable 6.2 or 6.3 technology area from the BAA, e.g., "Novel Materials Exploration," "Digital Tools and Intelligent Planning," "Autonomous Systems for Inspection and Maintenance," etc.]

2.0 Scope

This section should describe, in general terms, the work effort that will be performed by the contractor and how it addresses naval requirements. The Offeror must clearly address the following in this section:

- **General Overview:** Provide an overview of the proposed effort.

- **ManTech Appropriateness:** Describe how well the proposed effort aligns with the strategic objectives of the Navy ManTech program and its specific relevance to initiatives like the "Golden Fleet." Provide rationale demonstrating that the technology's maturity level is appropriate for the proposed development (6.2 vs 6.3) and transition pathway.
- **Navy Need:** Clearly define the problem and demonstrate its direct alignment with a critical naval requirement, capability gap, or strategic priority.
- **Impact:** Describe the project's tangible benefits to affordability, quality, and manufacturability (e.g., cost reduction, schedule acceleration, or performance improvement). Provide a credible Return On Investment (ROI) analysis and demonstrate the potential for operational impact.

3.0 Requirements (Technical Approach)

This section must describe each task(s) the contractor shall perform using complete sentences, active voice, and mandatory terms ("the contractor shall"). The task(s) shall be arranged systematically and logically so that both parties (contractor and government) understand the desired effort. All task(s) must be listed in chronological order and explained in clear, understandable terms. Include any industry-specific standards (e.g., NAVSEA process qualifications) that need to be adhered to (NOTE: Numbering of tasks shall be as follows 3.1, 3.2, 3.3, etc.). The Offeror must clearly address the following in this section:

- **Technical Approach:** Describe the proposed technical plan, demonstrating its soundness, clarity, and feasibility. Detail the level of innovation, explain how effectively the plan addresses the root cause of the problem, and outline the degree to which key stakeholders are involved in the approach.
- **Organization Background & Teaming:** Provide a concise overview of the Offeror's organization, core competencies, and relevant manufacturing expertise. Briefly identify any key partners and explicitly address your teaming strategy

4.0 Deliverables

Deliverable product(s) could consist of, but are not limited to, monthly or quarterly progress reports (technical and financial), final reports, software (executable, source, or operational code), and hardware (contractor acquired property, government furnished property, prototypes). In this section, all deliverable items should be defined. The Offeror must clearly address the following in this section:

- **Deliverable Listing & Description:** Provide a comprehensive list with a brief description for each item, clearly distinguishing between:
 - **Incremental Deliverables:** Describe interim products (e.g., monthly/quarterly progress reports, preliminary design reviews, interim software builds, component test results) and how they support task progression.

- **Final Deliverable(s):** Define the final project deliverable that will be ready for transition. Describe final product(s) (e.g., final technical report, final prototype, completed Objective Quality Evidence (OQE) documentation, transition plan) and their intended operational use.
- **Implementation Potential:** Provide a feasible and clear transition plan. Identify a specific naval platform or facility, designate a funding path for implementation, and detail a final project deliverable that is ready for transition. *(Note: Ensure at least one deliverable is tied directly to the transition/implementation of the technology into a shipyard, depot, or platform).*
 - **Transition strategy:** Identify targeted naval platform or industrial facility, describe the degree to which key stakeholders are involved.
 - **IP and Data Rights Assertions:** Explain how your proposed IP and Data Rights assertions will support the Implementation Potential and long-term sustainment of the technology across the naval industrial base. Identify any proprietary technology, background IP, or pre-existing data/software that will be incorporated into the effort or delivered to the Government with less than Unlimited Rights. Specify the intended rights to be conveyed for each deliverable (e.g., Unlimited Rights, Government Purpose Rights, Limited Rights).

5.0 Schedule and Milestones

(Note: While detailed cost information belongs in the Cost Proposal, the SOW should outline the schedule to support evaluation). Provide a high-level schedule or milestone chart tied to the Requirements (Section 3.0) and Deliverables (Section 4.0). The Offeror must clearly address the following in this section:

- **Schedule and Milestones:** Provide a high-level schedule or milestone chart tied directly to the Requirements (Section 3.0) and Deliverables (Section 4.0).
- **Rough Order of Magnitude (ROM):** Following the schedule, provide a high-level cost estimate and the estimated labor hours required to complete each schedule milestone or project phase.
- **Financial Feasibility:** Provide a justification demonstrating that the proposed investment cost is reasonable and appropriate for the scope of work described. Correlate the budget and labor hour estimates to the project's complexity and potential return on investment. *(Note: Evaluators will use the provided schedule and ROM to verify this criterion).*