The OTD Tracking Technology Unit (TTU) manages the FBI capability for identification and location of cellular devices, including operator training. The logistical details follow below.

(U) The point of contact for this training is [person] at [telephone number]. Class will begin promptly at 8:30 am on Monday. Please contact [person] if you have any questions regarding the training facility.
To: From: Operational Technology
Re: (U) 268-HQ-1068430, 02/02/2012

(U) Class participants are to use Students are required to request
enrollment for the class through Any
questions regarding this communication can be directed to

cc: ERF
UNCLASSIFIED

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE   Date: 10/09/2008

To: Criminal Investigative
   Finance

From: Operational Technology

Contact:

Approved By:

Drafted By:

Case ID #: (U) 268-HQ-1068430

Title: (U)

Synopsis: To request that the Tracking Technology Unit’s

Enclosure(s): FD-369 in the amount of 

Details: The Tracking Technology Unit’s

is tasked with supporting the

UNCLASSIFIED
To: Criminal Investigative  From: Operational Technology
Re: (U) 268-HQ-1068430, 10/02/2008

The Contracting Officer Technical Representative (COTR) for this procurement is Electronics Technician (ET) and can be contacted at the Engineering Research Facility located in Quantico, Virginia, for any questions.
To: Criminal Investigative From: Operational Technology
Re: (U) 268-HQ-1068430, 10/02/2008

LEAD(s):

Set Lead 1: (Action)
CRIMINAL INVESTIGATIVE
AT WASHINGTON, DC
The Criminal Investigative Division is requested to approve the funding for amount of $ ___ is specified on the attached FD-369, requisition.

Lead 2: (Action)
FINANCE
AT PSFO, DC
The Finance Division is requested to approve the procurement Funding for amount of $ ___ is specified on the attached FD-369, requisition.

CC: 

UNCLASSIFIED
From: OTD (FBI)
Sent: Friday, February 25, 2011 8:20 PM
To: 
Subject: Statement of Work(s) for

I have completed 3 Statement of Works as follow for the
The package is now ready for submittal to Quantico Contract Unit. All of the required documents were sent earlier and I have since made changes to only one document which I will attach here. The dates on the previously prepared documents may require change to reflect current date. I plan to prepare one more SQW to address additional requirements.

(07a) Statement of Work Task O...

(07b) Statement of Work Task O...

(07c) Statement of Work Task O...

(02) Acquisition Plan

From: 
Sent: Thursday, February 17, 2011 1:14 PM
To: 
Subject: Plan Submission to OTD

UNCLASSIFIED
NON-RECORD

I reviewed the Action Items in red that were sent out to OTD from regarding a request for acquisition plans (AP). This requirement is for FY12 APs only. I verified with and because the contract is an FY11 requirement, she will not need a copy of the AP will provide her with a copy once they have finalized the document and assigned an AP #.
I will review the AP [sent out for ___] and provide any recommendations by the end of the week (worst case early next week). I will also verify the process for acquiring the remaining signatures and get back to you with an answer.

Have a good day,

[Signature]

Contracting Officer
Science and Technology Contracts Unit
Finance Division
JEH Bldg Rm ___
QT-ERF Rm ___

UNCLASSIFIED
Statement of Work

Task Order 1

Federal Bureau of Investigation
STATEMENT OF WORK

Task Order 1

1.0 (U) INTRODUCTION

1.1 (S//NF) Project Description and Background
The structure of this statement of work consists of the following: Section 1 provides a broad project description and background of the task requirements; Section 2 details the specific system requirements, key technology areas, concept of operations, and technical approach; Section 3 lists and describes the tasks to be accomplished; Section 4 lists the deliverables, and Section 5 lists the customer representatives, roles and contact information.

2.0 (S//NF) Scope

2.1 Task Overview

2.1.1 Driving System Requirements

2.1.1.1

2.1.1.2

2.1.1.3

2.1.1.4

2.1.1.5

2.1.1.6
2.1.3 Operating Requirements

2.1.3.1

2.1.3.2

2.1.3.3

2.1.3.4

2.1.3.5

2.1.4 (S//NF) System Capabilities

2.2 (S//NF) Concept of Operations
2.2.1.11 The system performs the following general sequence of operations:

2.2.1.11.1 X

2.2.1.11.2 X

2.2.1.11.3 X

2.2.1.11.4 X
2.2.3.11 (U) The system performs the following general sequence of operations:

2.2.3.11.1

2.2.3.11.2

2.2.3.11.3
3.0 (U) Task Descriptions

This section describes the tasks to be completed. It is divided into five major areas:

(a)

(b)

(c)

(d)

(e)

4.0 (U) Deliverables

This section describes the deliverable items from the task order.
4.1 Security Standards and Regulations

(U) SECURITY STATEMENT: This program, all documentation, all associations, all stated and implied requirements and all personnel must adhere to and meet security requirements. Any breach of security will result in immediate termination of the program and possible repercussions, both contractual and criminal. All dissemination of the program and contract information must be approved in writing by the COTR, to include, but not limited to, partners, technical and contract information and personnel. The contractor shall set up procedures to insulate the program procurement or parts and protection of program information as agreed upon by the COTR.

5.0 Customer Representative

Contracting Officer

The following Bureau personnel may be contacted in performance of this work, but are not authorized to negotiate contractual issues:

Programmatic and Technical Personnel

a)  

b)  

c)  
Statement of Work

Task Order 2

Federal Bureau of Investigation
STATEMENT OF WORK

Task Order 2

1.0 (U) INTRODUCTION

(S)

(U) 1.1 (S//NF) Project Description and Background

(S//NF)

(S)
(U) The structure of this statement of work consists of the following: Section 1 provides a broad project description and background of the task requirements; Section 2 details the specific system requirements, key technology areas, concept of operations, and technical approach; Section 3 lists and describes the tasks to be accomplished; Section 4 lists the deliverables, and Section 5 lists the customer representatives, roles and contact information.

2.0 S/NF Scope

2.1 Task Overview

2.1.1 Driving System Requirements

- 2.1.1.1
- 2.1.1.2
- 2.1.1.3
- 2.1.1.4
- 2.1.1.5
- 2.1.1.6
2.1.1.7

2.1.1.8

2.1.1.9

2.1.1.10

2.1.1.11

2.1.1.12

2.1.1.13

2.1.1.14

2.1.2 Key Technology Area

2.1.2.1

2.1.2.2

2.1.2.3

2.1.2.4

2.1.2.5

2.1.2.6

2.1.2.7
2.1.3 Operating Requirements

2.1.3.1

2.1.3.2

2.1.3.3

2.1.3.4

2.1.3.5

2.1.4 (S//NF) System Capabilities

2.2 (S//NF) Concept of Operations
2.2.1.11 The system performs the following general sequence of operations:

- 2.2.1.11
- 2.2.1.11
- 2.2.1.11
- 2.2.1.11
- 2.2.1.11
- 2.2.1.11
2.2.2.12 The system performs the following general sequence of operations

2.2.2.12

2.2.2.12

2.2.2.12

2.2.2.12
2.2.3.11 (U) The system performs the following general sequence of operations:

2.2.3.11.1

2.2.3.11.2

2.2.3.11.3

(S)
3.0 (U) Task Descriptions

This section describes the tasks to be completed. It is divided into five major areas:

(a)

(b)

(c)

(d)

(e)
4.0 (U) Deliverables

(U) This section describes the deliverable items from the task order.

- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)

4.1 Security Standards and Regulations

(U) SECURITY STATEMENT: This program, all documentation, all associations, all stated and implied requirements and all personnel must adhere to and meet security requirements. Any breech of security will result in immediate termination of the program and possible repercussions, both contractual and criminal. All dissemination of the program and contract information must be approved in writing by the COTR, to include, but not limited to, partners, technical and contract information and personnel. The contractor shall set up procedures to insulate the program procurement or parts and protection of program information as agreed upon by the COTR.

5.0 Customer Representative

Contracting Officer

The following Bureau personnel may be contacted in performance of this work, but are not authorized to negotiate contractual issues:

Programmatic and Technical Personnel

a
b
c
Statement of Work

Task Order 3

Federal Bureau of Investigation
STATEMENT OF WORK

Task Order 3

1.0 (U) INTRODUCTION

1.1 (S//NF) Project Description and Background
The structure of this statement of work consists of the following: Section 1 provides a broad project description and background of the task requirements; Section 2 details the specific system requirements, key technology areas, concept of operations, and technical approach; Section 3 lists and describes the tasks to be accomplished; Section 4 lists the deliverables, and Section 5 lists the customer representatives, roles and contact information.

2.0 (S//NF) Scope

2.1 Task Overview

2.1.1 Driving System Requirements

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2.1.1.7 X
2.1.1.8 X
2.1.1.9 X
2.1.1.10 X
2.1.1.11 X
2.1.1.12 X
2.1.1.13 X
2.1.1.14 X

2.1.2 Key Technology Area

2.1.2.1 X
2.1.2.2 X
2.1.2.3 X
2.1.2.4 X
2.1.2.5 X
2.1.2.6 X
2.1.2.7 X
2.1.3 Operating Requirements

2.1.3.1

2.1.3.2

2.1.3.3

2.1.3.4

2.1.3.5

2.1.4 (S//NE) System Capabilities

2.2 (S//NF) Concept of Operations
2.2.1.9 The system performs the following general sequence of operations:

2.2.1.9.1

2.2.1.9.2

2.2.1.9.3

2.2.1.9.4
2.2.3.11 (U) The system performs the following general sequence of operations:

- 2.2.3.11.1
- 2.2.3.11.2
- 2.2.3.11.3
3.0 (U) Task Descriptions

This section describes the tasks to be completed. It is divided into five major areas:

(a)

(b)

(c)

(d)

(e)
4.0 (U) Deliverables

(U) This section describes the deliverable items from the task order.

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4.1 Security Standards and Regulations

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5.0 Customer Representative

Contracting Officer

The following Bureau personnel may be contacted in performance of this work, but are not authorized to negotiate contractual issues:

Programmatic and Technical Personnel.

- 
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Statement of Work

Task Order 1

Federal Bureau of Investigation
STATEMENT OF WORK

Task Order 1

1.0 (U) INTRODUCTION

1.1 (S//NF) Project Description and Background
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2.0 Scope

2.1 Task Overview

2.1.1 Driving System Requirements

- 2.1.1.1 
- 2.1.1.2 
- 2.1.1.3 
- 2.1.1.4 
- 2.1.1.5 
- 2.1.1.6
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### 2.1.2 Key Technology Area

<table>
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<tr>
<td>2.1.2.7</td>
<td>✗</td>
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</table>
2.1.3 Operating Requirements

2.1.3.1

2.1.3.2

2.1.3.3

2.1.3.4

2.1.3.5

2.1.4 (S//NF) System Capabilities

2.2 (S//NF) Concept of Operations
2.2.1.11 The system performs the following general sequence of operations:

2.2.1.11.1

2.2.1.11.2

2.2.1.11.3

2.2.1.11.4
2.2.2.12 The system performs the following general sequence of operations

2.2.2.12.1

2.2.2.12.2

2.2.2.12.3
2.2.3.11 (U) The system performs the following general sequence of operations:

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2.2.3.11.2

(S)

2.2.3.11.3
3.0 (U) Task Descriptions

(U) This section describes the tasks to be completed. It is divided into five major areas:

(a) 
(b) 
(c) 
(d) 
(e) 

4.0 (U) Deliverables

(U) This section describes the deliverable items from the task order.

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4.1 Security Standards and Regulations

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5.0 Customer Representative

- Contracting Officer

The following Bureau personnel may be contacted in performance of this work, but are not authorized to negotiate contractual issues:

Programmatic and Technical Personnel
Task Order 1

1.2 (U) Deliverables

- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)
- (U)

1.3 (S//NF) Driving System Requirements

(S//NF)
1.3.1 (S/NF) Key Technology Areas

a) 

b) 

c) 

d) 

2. (S/NF) Concept of Operations

2.1 (S/NF) Assumptions in Concept of Operations

- 
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2.1.1 (S/NF) Technical Concept of Operations

- X
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- X
- X
- X
- X
- X
- X

(U)
2.1.2 (S/HNF) Generalized Sequence of Events
3.1 Security Standards and Regulations

(U) Refer to [BLANK] Statement of Work section 2.3 for guidance.

(U) SECURITY STATEMENT: This program, all documentation, all associations, all stated and implied requirements and all personnel must adhere to and meet security requirements. Any breach of security will result in immediate termination of the program and possible [BLANK]
repercussions, both contractual and criminal. All dissemination of the program and contract information must be approved in writing by the COTR, to include, but not limited to, partners, technical and contract information and personnel. The contractor shall set up procedures to insulate the program procurement or parts and protection of program information as agreed upon by the COTR.

3.2 (S//NF) Contractor Furnished Documentation

(U) Refer to Statement of Work section 2.6 for list.

(S//NF)

3.3 (U) Status Reporting

(U) Refer to Statement of Work Section 3.3 for guidance

3.4 (U) Formal Meetings

(U) Refer to Statement of Work Section 3.4 for guidance

3.5 (U) Government Furnished Equipment
ACQUISITION PLANNING FORM

FEDERAL BUREAU OF INVESTIGATION

AP #

1. Unit/Section/Division: Tracking Technology Unit
   Operational Technology Division

2. Acquisition Background and Objectives:
   (a) 
   (b) 
   (c) Cost

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<tr>
<th>Procurement History</th>
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<td>Total Acquisition Cost</td>
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<td></td>
<td></td>
<td></td>
<td>b7E</td>
</tr>
</tbody>
</table>
2. Application of Should-Cost: An independent government cost estimate (IGCE) for each fiscal year of the contract has been included. The contract funding shall be for specific task order defined in the Statement of Work and for the procurement of new hardware platforms.

4. Capability or Performance: Contractor costs will be directly related to the individual task orders and their specific Statement of Work.

5. Delivery or Performance-Based Requirements: Delivery requirements will be dependant on individual task orders and their specific Statement of Work.

### Table: Most Likely IGCE

<table>
<thead>
<tr>
<th></th>
<th>FY 2010</th>
<th>FY 2011</th>
<th>FY 2012</th>
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<td><strong>Total Acquisition Cost</strong></td>
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</table>

3. Plan of Action:

a) Sources:

---

**secret/noforum/20360217**

**cell/otd 022823**
c) **Source Selection Procedures:**

d) **Contracting Considerations:** The proposed acquisition strategy is to award a contract effort for each task order. TTU shall evaluate the technical proposal for each specific task order from each vendor and will determine which proposal is the optimal solution based on technical merits and operational advantages.

e) **Budgeting and Funding:** __________ per year, dependant on specific task orders, will be available from TTU's base budget.

f) __________

g) **Priorities, Allocations, and Allotments:** N/A

h) **Contractor versus Government Performance:** Contract tasks will be for engineering services and purchase of equipment that are not readily available within the government.

i) **Inherently Governmental Functions:** The contractors will not be completing inherently government functions.
j) **Management Information Requirements:** The contractor’s performance will be monitored by the Contract Officer Technical Representative (COTR) and reported to the Unit Chief. The program has also been entered into the OTD Program Management Office’s database for tracking at the Section Chief level.

l) **Test and Evaluation:**

m) **Logistics Considerations:** Logistical requirements will be by individual tasks to include warranty, maintenance, upgrade and technical support of purchased items.

n) **Government Furnished Property:** The government may furnish property based on specific task orders. This property will remain at the contractor’s facilities, and the property will be tracked by the COTR.

o) **Government Furnished Information:** The government may furnish information based on specific task orders. The information will remain at the contractor’s facilities, and the information will be tracked by the COTR.

p) **Environmental and Energy Conservation Objectives:** The contract will use energy star components whenever possible.

q) **Security Considerations:**

r) **Contract Administration:** The performance of the contract will be verified by the COTR.

s) **Other Considerations:** *None*
t) **Milestones for the Acquisition Cycle:**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Date</th>
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<tbody>
<tr>
<td>(1) Acquisition Plan Approval</td>
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<tr>
<td>(2) Statement of Work</td>
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<td>(3) Specifications</td>
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<td>(4) Data Requirements</td>
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<td>(5) Completion of Acquisition Package Plan</td>
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<td>(6) Purchase Request</td>
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<td>(7) Justification and Approvals and/or Determination and Findings</td>
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<td>(8) Issuance of Synopsis</td>
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<td>(9) Issuance of Solicitation</td>
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<td>(10) Evaluations of Proposals, Audits, and Field Reports</td>
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<td>(11) Beginning and Completion of Negotiations</td>
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<td>(12) Contract Preparation, Review, and Clearance</td>
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<td>(13) Contract Award</td>
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Prepared by and approved:

Technical Staff Member (date)  

Budget Staff Member (date)  

Legal Review (if applicable) (date)  

Contracting Officer (date)  

Competition Advocate (Section Chief – PPMS) (date)  

Reviewed & Updated/Revised:  

CELL/OTD 022826