

ORDER FOR SUPPLIES OR SERVICES (FINAL)

1. CONTRACT NO. N00178-12-D-7058		2. DELIVERY ORDER NO. JM04		3. EFFECTIVE DATE 2013 Aug 19		4. PURCH REQUEST NO. PMB-13--029		5. PRIORITY Unrated	
6. ISSUED BY NAVFAC SOUTHEAST Bldg. 902 P.O. Box 143 Jacksonville FL 32212-0143			CODE N69450	7. ADMINISTERED BY NAVFAC SOUTHEAST Bldg. 902 P.O. Box 143 Jacksonville FL 32212-0143			CODE N69450	8. DELIVERY FOB DESTINATION OTHER <i>(See Schedule if other)</i>	
9. CONTRACTOR Strategic Business Systems, Inc 3000 Gulf to Bay Boulevard Clearwater FL 33759-4304			CODE 58KP7	FACILITY		10. DELIVER TO FOB POINT BY <i>(Date)</i> See Schedule		11. X IF BUSINESS IS	
						12. DISCOUNT TERMS Net 30 Days WIDE AREA WORK FLOW		X SMALL SMALL DISADVANTAGED WOMEN-OWNED	
14. SHIP TO See Section D			CODE	15. PAYMENT WILL BE MADE BY DFAS Norfolk 1837 Morris Street, Suite 1401 Norfolk VA 23511-3431			CODE N68732	MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	

16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of numbered contract. Reference your _____ furnish the following on terms specified herein. ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.
	PURCHASE		

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE
See Schedule

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/SERVICES	20. QUANTITY ORDERED/ ACCEPTED *	21. UNIT	22. UNIT PRICE	23. AMOUNT
	See Schedule				

<i>*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.</i>	24. UNITED STATES OF AMERICA	25. TOTAL
BY _____		26. DIFFERENCES

27a. QUANTITY IN COLUMN 20 HAS BEEN

INSPECTED	RECEIVED	ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED:
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b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	c. DATE	d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. D.O. VOUCHER NO.	30. INITIALS
	PARTIAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR
	FINAL		

f. TELEPHONE	g. E-MAIL ADDRESS	31. PAYMENT COMPLETE	34. CHECK NUMBER
36. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.		PARTIAL	35. BILL OF LADING NO.
		FULL	

37. RECEIVED AT	38. RECEIVED BY <i>(Print)</i>	39. DATE RECEIVED	40. TOTAL CON-TAINERS	41. S/R ACCOUNT NUMBER	42. S/R VOUCHER NO.
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GENERAL INFORMATION

SECTION A

Award A.1 Proposal Incorporation.

SBS final proposal, dated 8 July 2013, is hereby incorporated into this task order.

A.2 Amendment Incorporation.

All changes resulting from issuance of Amendment 1 are hereby incorporated into this task order.

A.1 TYPE OF CONTRACT

Award of this solicitation will result in a Firm Fixed Price (FFP) task order.

A.2 SERVICE REQUIREMENTS

The outcome to be achieved is the contractor will independently provide one Material Expediter for support services to satisfy the overall operational objectives of the execution of NAVFAC Southeast's broad and diverse mission of facilitating inter-governmental operational requirements. This position will provide stock administration and delivery support to PWD Kingsville. The primary objective is to provide material support through performance as a Material Expediter. Specific support services for the Material Expediter will be stated in the respective Statement of Work (SOW). The outcomes for this acquisition are consistent with the FAR 37.101 definition of service contracts.

There is no incumbent. This is a new requirement.

A.3 LOCATION

As shown in Section C, the work to be performed under this solicitation and resulting task order is at Public Works Department (PWD) Kingsville, Texas.

A.4 COMPETITION ENVIRONMENT

This contract is solicited as 100% HUBZone small business set-aside.

Only those contractors containing a SeaPort-e IDIQ MAC in the Gulf Coast Region will be considered for this procurement.

A.5 NAICS CODE

The NAICS code is 541330, Engineering Services.

SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC Code	Supplies/Services	Qty	Unit	Unit Price	Total Price
5000	R425	Material Expediter - Base Period - Kingsville, TX (O&MN,N)	944.0	LH	██████	██████
5001	R425	Material Expediter - Option Period - Kingsville, TX (O&MN,N) Option	1008.0	LH	██████	██████

SECTION B

B.1 FULLY LOADED PRICING

All pricing shall be fully loaded. No other allocations, fees, O/Hs, G&A, and profits will be applied when an option is exercised.

B.2 UNIT PRICE ADJUSTMENTS IN OPTION PERIODS:

This contract incorporates the Service Contract Act (SCA). In accordance with subparagraph (b) of the Fair Labor Standards and Service Contract Act—Price Adjustment Clause, FAR 52.222-43 and subparagraph (b) of the Davis-Bacon Act—Price Adjustment Clause, FAR 52.222-32 offerors shall not include escalation of wage and fringe benefit rates for Service Contract Act covered employees in the option periods of performance. Wage and fringe benefit rates used for the base performance period will be used in pricing labor costs for all periods of performance in the option years. In accordance with the referenced clauses, the contractor may be entitled to an adjustment in contract price only when a new SCA wage determination is modified into the contract and it affects wages and fringe benefits of covered employees.

B.3. LABOR HOURS PRICING BASIS:

For the Base Period of performance from 01 Aug 2013 through 30 Sep 2013 the labor hours (LHs) are based on 35 total work days (excluding Federal holidays and furlough days) @ 8 hours per work day for a total of 280 labor hours (see Table below). The work week during this period of performance is based on 32 hours due to the Government furlough.

The remaining LHs for the Base Period of performance from 1 Oct 2013 through 31 Jan 2014 are based on 83 total work days (excluding Federal holidays) @ 8 hours per work day for a total of 664 labor hours (see Table below). The work week during this period of performance is based on 40 hours.

Month	Number of Work Days	Total Labor Hrs
AUG	18	144
SEP	17	136
Sub-total	35	280
OCT	22	176
NOT	19	152
DEC	21	168
JAN	21	168
Sub-total	83	664
CLIN Total	118	944

Note: SEP Work Days include 3rd through 6th and 30th.

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When a holiday falls within a full work week the contractor should schedule work days before and/or after the holiday to provide the full work week days and hourly total.

The contractor will provide the Contracting Officer (KO) and the Contracting Officer Representative (COR) a monthly work schedule showing the days of the week and contractor work hours. (See Section F for Deliverable requirements). The normal business days are Monday-Friday, excluding Federal holidays.

Note: The labor hours (LHs) required during the base period of performance is representative of the current Department of Defense Government furlough hours. In the event the furlough is cancelled before 30 Sep 2013 or extended into the next Fiscal Year (FY14), the Government may adjust (increase or decrease) labor service hours to align with Government work hours. All changes in the hourly work schedule will be made by modification to the Task Order.

B.4. OPTION PERIOD LABOR HOURS PRICING BASIS:

For the Option period from 02/01/2014 through 07/31/2014, the Labor Hours CLIN total is based on 126 total work days (excluding Federal holidays) @ 8 hours per work day for a total of 1008 labor hours. A full work week is based on 40 hours per week.

Month	Number of Work Days	Total Labor Hrs
FEB	19	152
MAR	21	168
APR	22	176
MAY	21	168
JUN	21	168
JUL	22	176
CLIN Total	126	1008

The contractor will provide the Contracting Officer (KO) and the Contracting Officer Representative (COR) a monthly work schedule showing the days of the week and contractor work hours. (See Section F for Deliverable requirements). The normal business days are Monday-Friday, excluding Federal holidays.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

STATEMENT OF WORK (SOW) FOR MATERIAL EXPEDITER

SCOPE.

Under this task order, the contractor will independently provide support services to satisfy the overall operational objectives of the execution of NAVFAC Southeast's broad and diverse mission of facilitating inter-governmental operational requirements. This position will provide stock administration and delivery support to PWD Kingsville. The primary objective is to provide material support through performance as a Material Expediter.

ORGANIZATION. Naval Facilities Engineering Command, Southeast, Jacksonville, Florida

TASKS/SERVICES. The contractor shall:

- Receives pre-assembled lots of material and equipment for replenishment of bins or staging for specific jobs and preventive maintenance; delivering material to production staging areas; unloading material into bins or designated staging areas; inventorying bins and reviewing check lists for resupply, and delivering requirements to PWDs.
- Unloads incoming shipments using common hand tools, hand trucks, pallet jacks and forklifts. Counts and annotates basic information on receiving documents and uses electronic inventory and ordering systems such as Maximo
- Stores material in or on shelves, cabinets, racks, or drawers, either individually or in kits, or by end-item sequence number or area of installation as called for by production controller instructions. Labels and identifies shelves, drawers and bins for ease of location and identification of material stored. Enters information such bin number or quantity on hard copy or electronic forms for accountability and cross referencing to material location by part number or kit number for rapid location of materials
- Works with mechanics to define the items that each shop needs stocked as pre-expended material. At each shop, the Material Expediter works with shop leaders to define an area to stock the items for use by all mechanics. Orders common stock material and places it in the pre-expended areas in the shops. Monitors these areas on a regular basis to ensure that when the stock falls below the low limit, it is re-ordered and restocked.
- Receives Material Request Form (MRF) from mechanics and supervisors and provides quality control examination for all information fields. Creates Purchase Request (PR) and enters information from MRF into Maximo
- Receives and offloads material from trucks and places them in the job queue area or on the shelves as stock. As needed, travels to pick up material locally. Prints name, dates, and signs all receipts for material picked up or delivered to the warehouse. Performs a broad range of storage assignments. Stores, stacks, palletizes, and rotates items considering their use, size, shape, quantity, and special handling requirements. Applies material handling techniques in storing items providing for easy retrieval, convenience in handling, protection from damage, and ease of movement. Consolidates and arranges items keeping aisles and other traffic areas clear of obstructions. Requires Fork Lift license and physical evaluation

DELIVERABLES.

- 95% of the requirements above should be submitted on time and accurate.

CERTIFICATIONS, LICENSE, PHYSICAL REQUIREMENTS OR OTHER EXPERTISE REQUIRED.

The contractor must have:

- Knowledge of management principles, organizational theory, and techniques of analysis and evaluation
- Knowledge of applicable regulations, directives, and policies of DoD, DoN, NAVFAC HQ and NAVFAC SE
- Ability to develop administrative policies and procedures as directed to improve the efficiency of the PWD
- Knowledge of computer systems and software related to administrative processing

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- Proficient in the use of MS Word, Outlook, Powerpoint, Excel, Access and Maximo 7
- Ability to communicate effectively orally and in writing.
- Capable of interacting professionally with all levels of management
- Working knowledge of budget administration and preparation in order to ensure accuracy of financial data and reports

PERIOD OF PERFORMANCE.

The period of performance is 1 Aug 2013 through 31 Jan 2014 with one six-month option period from 1 Feb 2014 through 31 July 2014.

PLACE OF PERFORMANCE.

The place of performance is Public Works Department (PWD) Kingsville, Texas.

OPERATIONAL HOURS.

Normal business hours are Monday-Friday, excluding Federal holidays.

OVERTIME.

Overtime is not authorized.

GOVERNMENT-FURNISHED EQUIPMENT, BADGE, KEYS AND/OR FACILITIES PROVIDED.

Government will furnish government badge and hard hat. Safety shoes will be provided by the employee.

SECURITY CLEARANCE/POLICE CHECK/DRIVING RECORD CHECK.

Work under this task order is UNCLASSIFIED. The contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order. If necessary, the contractor will be required to provide clearances for personnel requiring access to Government computers and workstations.

REIMBURSABLE EXPENSES (TRAVEL, CONFERENCE, TRAINING, EQUIPMENT OR MATERIALS, ETC.).

Travel is not required.

TASK TYPE.

Fixed Price

NON-PERSONAL SERVICE STATEMENT.

Contractor employees performing services under this order will be controlled, directed and supervised at all times by management personnel of the contractor. The contractor's management shall ensure that employees properly comply with the performance standards outlined in the Quality Assurance Surveillance Plan (QASP). Contractor employees will perform independent of and without the supervision of any Government official. Actions of contractor employees may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the appropriated funds of the U.S. Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and will perform the inspection and acceptance of the completed work.

GOVERNMENT PROJECT OFFICER.

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The Government Project Officer will provide general instructions on limitations and deadlines, and is responsible for administration of the task order in compliance with the contract to include inspection and acceptance of deliverables.

[REDACTED]

[REDACTED]

[REDACTED]

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SECTION D PACKAGING AND MARKING

NOT APPLICABLE

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SECTION E INSPECTION AND ACCEPTANCE

NOT APPLICABLE

SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

5000 8/19/2013 - 2/18/2014

SECTION F

F.1 CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following base items are as follows:

5000 08/01/2013 - 01/31/2014

The periods of performance for the following option items are as follows:

5002 02/01/2014 - 07/31/2014

Services to be performed hereunder will be provided at PWD Kingsville, TX.

F.2 DELIVERABLES

Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
			Original	Copies (including original)	
N/A	Work Schedule	As specified	KO & COR	1	Before work commences.
N/A	Work Schedule	As specified	KO & COR	1	Monthly (due by the 5 th working day of the month).

May be submitted via email.

F.3 ECMRA REPORTING

NMCARS 5237.102(a)(1)(90)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for NAVFAC Southeast via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

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SECTION G CONTRACT ADMINISTRATION DATA

SECTION G

G.1 POINTS OF CONTACT

Contracting Officer Representative

[REDACTED]

Contracting Officer

[REDACTED]

G.2 SUBMISSION OF INVOICES

In accordance with DFARS 252.232-7003 Electronic Submission of Payment Requests and Receiving Reports (JUN 2012), the contractor shall submit invoicing electronically through Wide Area Work Flow (WAWF). Facsimile, e-mail, and scanned documents are not acceptable electronic forms.

Invoices will be submitted on a once-a-month basis.

252.232-7006 Wide Area WorkFlow Payment Instructions (MAY 2013)

(a) *Definitions.* As used in this clause—

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) *Electronic invoicing.* The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS [252.232-7003](#), Electronic Submission of Payment Requests and Receiving Reports.

(c) *WAWF access.* To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>

(e) *WAWF methods of document submission.* Document submissions may be via web entry, Electronic Data

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Interchange, or File Transfer Protocol.

(f) *WAWF payment instructions.* The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) *Document type.* The Contractor shall use the following document type:

Navy Construction/ Facilities Management Invoice

(2) *Inspection/acceptance location.* The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Inspection - N69450

Acceptance - N69450

(3) *Document routing.* The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	N68732
Issue By DoDAAC	N69450
Admin DoDAAC	N69450
Inspect By DoDAAC	N69450
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N/A
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N69450
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s) Accept By	N69450

(4) *Payment request and supporting documentation.* The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) *WAWF email notifications.* The Contractor shall enter the e-mail address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.

Acceptor: onica.james@navy.mil

Inspector: robert.castellano1@navy.mil

(g) *WAWF point of contact.*

(1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity’s WAWF point of contact.

Rebecca Jones at rebecca.m.jones@navy.mil

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(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

G.3 QUALITY ASSURANCE SURVEILLANCE PLAN

QUALITY ASSURANCE SURVEILLANCE PLAN

Purpose: To ensure that the Government has an effective and systematic method of surveillance for the services in the PWS. The QASP will be used primarily as a tool to verify that the contractor is performing all services required by the PWS in a timely, accurate and complete fashion. The Task Order Manager (TOM) will use the surveillance methods outlined below to administer the quality assurance plan.

1. Critical performance processes and requirements. Critical to the performance of Environmental Technical Writer-Editor is the timely, accurate and thorough completion of all contract/task order requirements.
2. Performance Standards
 - a. Personnel – The personnel performing services under this task order will meet all requirements throughout the performance period, to include but not limited to; training, license, certification, security, etc. as stated in the task PWS and/or task order.
 - b. Deliverables – The deliverables required to be submitted will be assessed against the specifications for the schedule of deliverables detailed in the contract/task order(s) and the Quality Control Plan (QCP), if required by the contract, for the required content, quality, timeliness, and accuracy.
 - c. Cost - The Contracting Officer Representative (COR) will review and recommend payment of monthly invoices, throughout the contract and/or task order performance period(s).
 - d. Past Performance - In addition to any schedule, deliverables, and cost aspects of performance discussed above, pursuant to FAR 42.15, the Government will assess the contractor’s record of conforming to contract requirements and to standards of good workmanship. The contractor’s adherence to contract schedules including the administrative aspects of performance, the contractor’s history of reasonable, cooperative behavior and commitment to customer satisfaction, and the contractor’s business-like concern for the interest of the customer.
3. Surveillance methods: The primary methods of surveillance used to monitor performance of this contract will include, but not limited to; random or planned sampling, periodic inspection, and validated customer complaints.
4. Performance Measurement: Performance will be measured in accordance with the following table:

Performance Element	Performance Requirement	Surveillance Method	Frequency	Acceptable Quality Level
Personnel	Qualified Staff provided within the performance work statement.	Validation by the COR, 100% review.	Prior to award and anytime thereafter where staff are replaced or are added to the task order.	Meet 100% of the personnel qualifications stated in the Performance Work Statement (PWS) during contract performance to include certification and licenses, as required.
Contract Deliverables	Contract Deliverables furnished as prescribed in the PWS, CDRLs, and task order.	Validation by the COR, 100% review.	As required in the PWS and/or task order.	>95% of all deliverables must be submitted timely and without required work.

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Training	Contractor personnel may be required to perform training to other personnel (Government and/or Non-government) during task order performance.	Periodic inspection by the COR.	As required by the PWS and/or task order.	Meet 100% of the training objectives as required by the PWS and/or task order.
Security Requirements	Employees must be able to meet security requirements to obtain and maintain base security access during performance of the contract. Higher level security clearances may be required and will be specified in the task order.	Background checks and security assessments conducted by base security prior to start of contract performance.	As required by the contract.	100% of all required security clearances, background checks, regulations and procedures of the DOD.
Invoicing	Monthly invoices per contract procedures are timely and accurate.	100% review by the COR and/or the Contracting Officer.	Submitted Monthly	100% accuracy

5. Contractor Performance Assessment Reporting System (CPARS) Assessment Ratings: A common five level assessment rating system is used to evaluate a contractor's performance. Ratings range from Unsatisfactory (lowest) to Exceptional (highest). The following is the breakdown of each category with a definition:

Exceptional - Performance meets contractual requirements and exceeds many to the Government's benefit. The element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor were highly effective.

Very Good - Performance meets contractual requirements and exceeds some to the Government's benefit. The element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.

Satisfactory - Performance meets contractual requirements. The element being assessed contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.

Marginal - Performance does not meet some contractual requirements. The element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions.

Unsatisfactory - Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The element being assessed contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.

6. Contractor Assessment: The COR's makes an annual report on Contractor Performance (CPARS or other annual report). The contractor's failure to achieve satisfactory performance under the contract/task order, reflected in the COR's annual report, may result in termination of the contract/task order and may also result in the loss of future Government contracts/task orders. The contractor's failure to achieve satisfactory performance under the contract/task order may result in the non-exercise of available options.

For each item that does not meet acceptable levels, the Government may issue a Contract Discrepancy Report (CDR). CDRs will be forwarded to the Contracting Officer with a copy sent to the contractor. The contractor must reply in writing within 5 days of receipt identifying how future occurrences of the problem will be prevented. Based upon the contractor's past performance and plan to solve the problem, the Contracting Officer will determine if any further action will be taken.

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SECTION H SPECIAL CONTRACT REQUIREMENTS

SECTION H

H.1 SECURITY REQUIREMENT

The following is required for all DoD contractor employees working in Government facilities:

DOD 5200.08-R/C3.3: "The CAC shall be the principal identity credential for supporting interoperable access to installations, facilities, buildings, and controlled spaces".

DOD 5200.08-R/C3.3.1.2: "A National Agency Check with Inquiries (NACI) or equivalent national security clearance (e.g. National Agency Checks including credit check (NACLIC)) is required for permanent issuance of the credential. The credential may be issued upon favorable return of the FBI fingerprint check, pending final favorable completion of the NACI/equivalent, based on a commander/director risk management decision. An individual holding a valid national security clearance shall not require an additional submission of the NACI/equivalent".

SECNAV M-5510.30/9-24,6: "Commands will include the FAD (facility access determination) program requirements in contract specifications when trustworthiness determinations will be required on the contractor employees". In this case the FAD program requirement is a CAC now required by the regulation above.

The contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order.

The contractor will be required to provide clearances for personnel requiring access to Government computers and workstations.

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SECTION I CONTRACT CLAUSES

SECTION I

STANDARD CLAUSES CONTAINED IN THE BASIC MAC SHALL APPLY.

09RA 52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed one year or 12 months.

(END OF CLAUSE)

FAR 52.222-41 -- SERVICE CONTRACT ACT OF 1965 (NOV 2007)

FAR 52.222-43 -- FAIR LABOR STANDARDS ACT AND SERVICE CONTRACT ACT -- PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS) (SEP 2009)

FAR 52.217-8 – OPTION TO EXTEND SERVICES. (NOV 1999).

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 calendar days.

(End of Clause)

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SECTION J LIST OF ATTACHMENTS

ATTACHMENT 1 - PPQ

ATTACHMENT 2 - WD_05-2507(Rev.-14)