

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. Contract ID Code
Firm Fixed Price

Page 1 Of 28

2. Amendment/Modification No. 0003	3. Effective Date 2014AUG15	4. Requisition/Purchase Req No. SEE SCHEDULE	5. Project No. (If applicable)
---------------------------------------	--------------------------------	---	--------------------------------

6. Issued By U.S. ARMY CONTRACTING COMMAND JOHN FLENNER WARREN, MICHIGAN 48397-5000 HTTP://CONTRACTING.TACOM.ARMY.MIL EMAIL: JOHN.P.FLENNER.CIV@MAIL.MIL	Code W56HZV	7. Administered By (If other than Item 6)	Code
---	----------------	---	------

8. Name And Address Of Contractor (No., Street, City, County, State and Zip Code)	<input checked="" type="checkbox"/>	9A. Amendment Of Solicitation No. W56HZV-14-R-0031
		9B. Dated (See Item 11) 2014AUG01
	<input type="checkbox"/>	10A. Modification Of Contract/Order No.
		10B. Dated (See Item 13)
Code	Facility Code	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. 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 completing items 8 and 15, and returning 2 signed copies of the amendments; (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 PLACE DESIGNATED FOR THE RECEIPT OF OFFERS 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 each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting And Appropriation Data (If required)

**13. THIS ITEM ONLY APPLIES TO MODIFICATIONS OF CONTRACTS/ORDERS
It Modifies The Contract/Order No. As Described In Item 14.**

<input type="checkbox"/>	A. This Change Order is Issued Pursuant To: The Contract/Order No. In Item 10A.	The Changes Set Forth In Item 14 Are Made In
<input type="checkbox"/>	B. The Above Numbered Contract/Order Is Modified To Reflect The Administrative Changes (such as changes in paying office, appropriation data, etc.) Set Forth In Item 14, Pursuant To The Authority of FAR 43.103(b).	
<input type="checkbox"/>	C. This Supplemental Agreement Is Entered Into Pursuant To Authority Of:	
<input type="checkbox"/>	D. Other (Specify type of modification and authority)	

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ copies to the Issuing Office.

14. Description Of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SEE SECOND PAGE FOR DESCRIPTION

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. Name And Title Of Signer (Type or print)		16A. Name And Title Of Contracting Officer (Type or print)	
15B. Contractor/Offeror (Signature of person authorized to sign)	15C. Date Signed	16B. United States Of America By _____ /SIGNED/ (Signature of Contracting Officer)	16C. Date Signed

Name of Offeror or Contractor:

SECTION A - SUPPLEMENTAL INFORMATION

Buyer Name: JOHN FLENNER
Buyer Office Symbol/Telephone Number: CCTA-ASM-A/(586)282-9657
Type of Contract: Firm Fixed Price
Kind of Contract: Service Contracts

*** End of Narrative A0000 ***

The purpose of Amendment 0003 is to:

1. Revise the Organizational Conflict of Interest language in Section H.16.

a. Section H.16.1.1 is added. H.16.1.1 states, "Intent. Nothing in paragraph H.16 of this contract is intended to further broaden the OCI limitations and general rules found in FAR 9.505."

b. Section H.16.4 is revised:

FROM: To avoid or mitigate the effect of any OCI arising out of the circumstances identified above, the contractor will take the following actions.

TO: To avoid or mitigate the effect of any OCI arising out of the circumstances identified above, the contractor will take the following actions when it has provided or intends to provide services in accordance with FAR 9.505.

c. The first sentence of Section H.16.4.1.1 is revised:

FROM: The contractor agrees that it shall not compete for or accept any contract or subcontract for the production of any system, component or items on which it has worked or made recommendations under this contract or task order.

TO: Pursuant to FAR 9.505, the contractor agrees that it shall not compete for or accept any contract or subcontract for the production of any system, component or items on which it has worked or made recommendations under this contract or task order.

2. SECTION H: Revise Section H.2.1 as follows:

FROM: H.2.1 Labor: Task orders will be priced IAW the contractors pricing matrix. Each pricing matrix consists of the same labor categories for each contractor. However, there may be Task Order Requests issued against TS3 which require the use of a labor category that is not contained in the pricing matrix. For those Task Order Requests, the proposed labor category shall be applied to the specific task order, shall utilize the same pricing methodology that the contractor used to develop its pricing matrix, and shall be subject to the applicable Changes clause. The contracting officer may require cost or pricing data, certified or other than certified, to support task order proposals or modifications IAW FAR 52.215-20 or 52.215-21.

TO: H.2.1 Labor: Task orders will be priced IAW the contractors pricing matrix. Each pricing matrix consists of the same labor categories for each contractor. However, there may be Task Order Requests issued against the ERS contract suite which require the use of a labor category and/or experience level that is not contained in the pricing matrix. For those Task Order Requests, the proposed labor category shall be applied to the specific task order, shall utilize the same pricing methodology that the contractor used to develop its pricing matrix, and shall be subject to the applicable Changes clause. The contracting officer may require cost or pricing data, certified or other than certified, to support task order proposals or modifications IAW FAR 52.215-20 or 52.215-21. Additionally, contractors may propose additional labor categories and/or an experience level(s) at the task order level, if authorized by the TOR.

3. SECTION H.2.1.5 has been revised as follows:

FROM: Overtime shall be explicitly authorized by the Contracting Officer in advance of being worked.

TO: In order to be eligible for overtime premiums, overtime shall be explicitly authorized by the Contracting Officer in advance of being worked.

4. SECTION H.20, HAZARDOUS DUTY/ISOLATION PAY, has been revised as follows:

FROM: In the event contractors must pay additional compensation to retain or obtain personnel to perform in a Hazard Duty location, the contractor shall be entitled to equitable compensation at rates set in accordance with the State Department guidelines. If the need to pay the Hazardous Duty premium arises, the contractor shall promptly notify the Government, justify the request for Equitable Adjustment and obtain Contracting Officer approval before an Equitable Adjustment in price will be made.

Name of Offeror or Contractor:

TO: In the event contractors must pay additional compensation to retain or obtain personnel to perform in a Hazard Duty location, the contractor shall be entitled to equitable compensation not to exceed the rates established by the United States Department of State. For the purposes of this contract, basic compensation is meant to be 40 hours per week, although OCONUS Staff may be required to work beyond the basic 40 hour work week. OCONUS Premium Pay may only be applied to basic compensation, up to the first 40 hour period of the OCONUS Work Week. Additionally, contractors may not combine Danger Pay with Difficult to Staff Incentive Differential if the total exceeds 35% of an employee's basic compensation (limited to maximum 40 Hours per week) If the need to pay the Hazardous Duty (Danger and Post Hardship) premium arises, the contractor shall promptly notify the Government, justify the request for Equitable Adjustment and obtain PCO approval before an Equitable Adjustment in price will be made.

5. ATTACHMENT 0002 - ERS PRICING LABOR MATRIX: Revise column headings on the "Category descrip with Min Quals" tab as follows:
- Change Colum E header from "Level I" to "Level I Minimum Qualifications"
 - Change Colum F header from "Level II" to "Level II Minimum Qualifications"
 - Change Colum G header from "Level III" to "Level III Minimum Qualifications"
 - Change Colum H header from "Level III maximum" to "Level III Maximum Qualifications"
6. ATTACHMENT 0010, TOR ATTACHMENT 1, ROBOTICS PWS is revised as follows:
- At paragraph 1.6.6, the type of contract/task order is changed from Time & Materials to Cost-Plus-Fixed-Fee.
 - Paragraph 1.6.9 "Reserved" is added.
 - At paragraph 5.2.5.1(e) to reference 5.2.5.1 instead of 5.2.6.1.
 - At 5.2.3.3, the referenced paragraphs are changed from 5.2.4.1 and 5.2.4.2 to 5.2.3.1 and 5.2.3.2, respectively.
 - At 5.2.4.2, the reference to paragraph 5.2.5.1 is changed to 5.2.4.1.
 - In Performance Requirements Summary #1, Monthly Progress Reports CDRL A001, reference to PWS paragraphs 5.2.7, 5.5.3, and 5.6.5 is removed.
7. ATTACHMENT 0011, TOR ATTACHMENT 2, ROBOTICS CDRLS is revised to remove reference to PWS paragraph 5.2.7 from CDRLs A001, A002, A003, and A010.
8. ATTACHMENT 0012, TOR ATTACHMENT 3, ERS PRIME PROPOSAL SUMMARY FILE - ROBOTICS is revised. The labor categories for PWS Task Area 1, 5.1.5 and 5.1.6, are revised from 17-21111 Health and Safety Engineer IIII to 17-2199 Engineers, All Others, IIII.
9. SECTION L.1.2 will be revised to incorporate clarification on graphic presentations, incorporating the following sentence: "Graphic presentations, including tables, while not subject to the 10 point font size and spacing requirements, shall have spacing and text that is easily readable."
10. SECTION M.6.1.1 is revised to remove reference to NIE, and replace it with reference to the Robotics PWS (Attachment 0010).
11. Except as provided herein, all other terms and conditions of this solicitation remain unchanged.

*** END OF NARRATIVE A0004 ***

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 4 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 ISSUANCE OF TO REQUIREMENTS

The following ordering procedures apply to all task orders issued under this MA IDIQ contract suite. Any services to be furnished under this MA IDIQ contract suite will be acquired by the Government via a task order.

H.1.1 Authority to Place a Task Order:

This MA IDIQ contract suite will be primarily used by PEO CS&CSS, PEO GCS, SoSE&I, TARDEC, and the enterprise agencies of TACOM LCMC. However, on a case-by-case basis, other contracting offices having Equipment Related Service (ERS) requirements within the scope of this contract suite may be delegated authority to place orders against this contract suite by the TS3 Contracting Officer Ms. Renee Marie Collica, renee.m.collica.civ@mail.mil.

Procuring Contracting Officer(s) will follow the policies and procedures in FAR 16.505.

Task orders may be placed at any time during the five-year ordering period of the MA IDIQ contract.

H.1.2 Types Of Orders:

Any contract type specified in FAR Part 16, Types of Contracts, or any combination thereof, may be permitted for use on task orders issued against the ERS contract suite. The Government intends to competitively award task orders on a bilateral basis in accordance with (IAW) the Fair Opportunity provisions. The Government shall consider any task order not rejected in writing within three business days after provided to the contractor for review to have been accepted by the contractor. Additionally, the Government reserves the right to unilaterally award task orders to the successful offeror who submitted a proposal in response to a task order request. The unilaterally awarded task order shall be considered accepted by the contractor unless rejected in writing within three business days after issuance.

H.1.3 Unauthorized Work:

The contractor shall only commence performance after the task order has been awarded by the Contracting Officer.

H.1.4 Task Order Funding:

Funding will be authorized and obligated at the task order level.

H.1.5 Security Requirements:

H.1.5.1 Some task orders issued against the ERS contract suite may involve tasks utilizing classified information. As specified by the individual task order, offerors and any subcontractor(s) who may handle or access classified information will be required to either a.) possess a current active (TOP SECRET or SECRET) Facility Clearance (FCL) that can be verified by the Government via the Joint Personnel Adjudication System (JPAS) database; or b.) execute a Defense Security Agreement (DD Form 441) which obligates the contractor to comply with the security requirements of the National Industrial Security Program Operating Manual (DoD 5220.22-M). Offerors and any subcontractor(s) shall contact the cognizant Defense Security Service (DSS) Industrial Security Field Office within 15 calendar days of award of a task order so the FCL application and approval process can be initiated. A DD 254 detailing the clearance and applicable safeguard levels required before commencement of contract performance utilizing the classified information will be included with the individual Task Order Request (TOR). The contractor shall conform to all security requirements. Upon receipt of the required level of clearance, the contractor will be permitted access to the classified Government data. Interim clearances may be granted by the DSS at the task order level on a case-by-case basis. The Government will conduct surveillance of the FCL requirement at the task order level.

H.1.5.2 If the DD 254 is marked Top Secret and/or Blocks 10. a, b, d, e, f, or g on the DD 254 are checked Yes, the contractor shall submit a written request to the Program Security Manager for approval to flow-down security requirements to any subcontractor. In addition, the contractor shall submit completed and signed individual DD 254s for each approved subcontractor requiring access to and/or generating classified information. The contractor shall provide the Program Security Manager with a signed copy of each individual DD 254 for the contract file. Internet site <http://www.classmgmt.com> contains instructions on how to prepare and submit a DD 254.

H.1.5.3 All contractor personnel shall obtain a favorable background investigation determination before accessing the TACOM LCMC database(s) and Local Area Network IAW Army Regulation (AR) 25-2 and AR 380-67. All information or data developed under this contract (and task orders issued thereunder) shall be marked in accordance with DoD 5220.22-M, Chapter 4: Classification and Marking.

H.1.5.4 The contractor shall not release any information or data to third parties without first obtaining the express written approval of the Contracting Officer.

H.1.6 Task Order Requests:

H.1.6.1 The contractor, as an independent contractor and not as an agent or employee of the Government, shall furnish to the Government

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 5 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

all necessary labor, services, and materials required to accomplish the work efforts as specified in the fully executed task order. All tasks to be performed at the task order level shall be within the scope of Section C of this MA IDIQ contract. The Government is only liable for work authorized under the terms and conditions stated in the task order.

H.1.6.2 Within 15 business days after MA IDIQ award, the prime contractor shall establish a single e-mail mailbox for the Government to use to distribute Task Order Request information. The Government will only send Task Order Request packages to one email address per prime contractor. The Task Order Request will include submission requirements, evaluation criteria, and other information specific to the requirement. All contractors who receive the Task Order Request shall acknowledge receipt electronically to the person(s) of issue within two business days.

H.1.6.3 Task Order Requests will be issued by the Government when soliciting proposals for requirements under the ERS contract suite. Oral requests may be used when the requirements are urgent. However, it is the Governments intent to issue Task Order Requests electronically whenever practicable. A task order proposal must be received at the initial point of entry by the date and time specified in the task order request or the proposal will be determined late. Proposal, as the term is used here, means ALL volumes and/or parts of the proposal required by each Task Order Request.

H.1.6.4 The Government reserves the right to award any task order based on initial proposals as submitted. The Government will evaluate proposals based on the evaluation criteria identified in each Task Order Request, which may include technical approach, technical experience, past performance, cost/price, or small business participation (SBP).

H.1.6.5 Depending on the effort required by the specified task order, other FAR, DFARS, and/or AFARS clauses, as well as any other terms and conditions, may be applicable.

H.1.6.6 Small Business Requirement:

H.1.6.6.1 On a case-by-case basis, a small business (SB) subcontracting requirement may be included in task orders solicited to the full and open pool. This requirement will apply to both SBs and OTSBs. A SB can propose to meet the SB subcontracting requirement through its own performance. If this requirement is added, the Task Order Request will identify the percentage of fully-loaded labor dollars to be subcontracted to SB concerns for each period of performance, not including any phase-in period. The Government will reject a contractor's proposal that fails to comply with this requirement at the time of proposal submission. During task order performance, this requirement will be monitored on a monthly basis. Failure to meet this requirement may be grounds for Termination for Cause or Default.

H.1.6.6.2 The NAICS code specified in the Task Order Request must be passed on to the subcontractor unless the contractor provides supporting data to the Contracting Officer explaining why another NAICS code is more appropriate for the work the subcontractor will be performing. The contractor shall include sufficient rationale in its proposal for any change it makes to the NAICS code at the subcontractor level. In addition, if the subcontractor is not listed in System for Award Management (SAM) for the NAICS code being utilized, supporting data shall be provided showing that the subcontractor is, in fact, a SB concern. All proposals shall include a statement as to the specific work the subcontractor will perform, broken down for each performance period identified in the Task Order Request. Failure to provide the subcontracting information required above in a contractors task order proposal will result in rejection of the proposal.

H.1.7 Evaluation Process for Task Order Proposals:

H.1.7.1 Task orders will be competed IAW the Fair Opportunity provisions of FAR 16.505(b) unless one of the exceptions listed in FAR 16.505(b)(2)(i) applies. The basis for the award will be identified in the Task Order Request(s). Best Value Trade Off (see paragraph H.1.7.1.1) or Technical Go/No Go (see paragraph H.1.7.1.2) are two evaluation approaches that may be utilized at the task order level.

H.1.7.1.1 Best Value Trade Off: Task order award will be made to the offeror whose proposal is determined to represent the best value to the Government when evaluated IAW the criteria set forth in the individual task order request. This may result in award to other than the lowest priced proposal or other than the highest rated proposal after consideration of all evaluation factors. Best value is determined through an integrated assessment and trade off analysis utilizing non-cost factors such as technical approach and qualifications, past performance, management approach, personnel experience, SBP, versus cost/price factors.

H.1.7.1.2 Technical Go/No Go: If Technical Go/No Go is utilized, the Government will determine the standards for the non-cost factors of the proposal on an Acceptable/Not Acceptable (Go/No Go) basis, and then evaluate the lowest total evaluated price.

H.1.7.2 Offerors are cautioned that during the evaluation of task orders the Government may use, in addition to the data provided in an offerors proposal, data obtained from other sources (e.g., Dun and Bradstreet (D&B) reports, DCAA audits, available industry market rates for labor and overhead), including the Past Performance Information Retrieval System (PPIRS) for CPARS data, ESRs data, and records of performance on previously awarded contract actions. While the Government may elect to consider data obtained from other sources, the burden of providing thorough and complete proposal information rests solely with the offeror.

H.1.7.3 The Government reserves the right to conduct exchanges with one or more, but not necessarily all offerors for any reason.

Name of Offeror or Contractor:

H.1.7.4 The contractor shall obtain Contracting Officer approval prior to changing or adding any subcontractors at the task order level. The contractor shall provide rationale explaining the need to change subcontractor(s). For cost-reimbursement-type Contract Line Item Numbers (CLINs), the contractor shall identify the labor rate(s) proposed by the previously identified subcontractor(s), as well as identify the labor rate(s) proposed by the 'new' subcontractor. The task order Contracting Officer will provide a written determination within 10 business days as to whether the change in subcontractor(s) is authorized.

H.1.7.4.1 Each executed task order will incorporate the identification of subcontractor(s) (by company name) and respective proposed labor mix.

H.1.8 Task Orders Awarded on a Time-and-Material and Cost-Reimbursement Basis:

H.1.8.1 The contractor shall notify the Contracting Officer, in writing, any time he has reason to believe that the hourly rate payments, travel, other direct costs and material amounts that will accrue in performing the awarded task order, when added to all other payments and amounts previously accrued, will exceed 75 percent of the total price of the task order. If FAR 52.232-20, Limitations on Cost, is included in the task order, the notification required in this paragraph shall occur as prescribed in the clause.

H.1.9 Task Order Ombudsman:

The Contracting Officer shall be the first point of contact for contractors seeking resolution of issues. The TACOM LCMC Ombudsman required by FAR 16.505(b)(8) is Ms. LaRuth Shepherd, (586) 282-6597, e-mail address: laruth.shepherd.civ@mail.mil.

H.2 TASK ORDER PRICING

H.2.1 Labor: Task orders will be priced IAW the contractor's pricing matrix. Each Attachment 0002 Pricing Labor Matrix consists of the same labor categories for each contractor. However, there may be Task Order Requests issued against the ERS contract suite which require the use of a labor category and/or experience level that is not contained in the Pricing Matrix. For those Task Order Requests, the proposed labor category may be added to the specific task order. The contractor shall utilize the same pricing methodology that it used to develop its Pricing Matrix, and the change shall be subject to the applicable Changes clause. Additionally, contractors may propose additional labor categories and/or experience level(s) at the task order level, if authorized by the task order solicitation.

H.2.1.1 In the event a task order contains a requirement for the contractor to deploy personnel to an overseas location, contractor employees that are required to work in a contingency location are authorized the following adjustments to their wages: Danger Pay and Hardship Pay. However, the rates charged to the Government shall not exceed the allowable rates as determined by the State Department for the area of operation.

H.2.1.2 For contractor employees working on a Government installation, unscheduled gate closures by Security may occur at any time causing personnel entering or exiting a closed military installation to experience a delay. This cannot be predicted or prevented. Labor hour employees will not be compensated by the Government for unexpected closures or delays.

H.2.1.3 Contractor employees are not authorized periods of Administrative Leave, at the Governments expense, that are granted to Government employees by local Commanders for attendance at various Government functions, early holiday dismissals, etc. Instead, contractor employees shall continue performance at the work site as long as Government presence is available, unless the contractor employee takes vacation time or time off without pay at no additional expense to the Government, subject to mission requirements as determined by the COR.

H.2.1.4 The contractor's ERS Pricing Labor Matrix (Attachment 0002) proposed in response to the IDIQ solicitation sets forth the labor categories and associated maximum labor rates the Government will reimburse for any given performance period. Offerors are advised that the proposed labor rates to successfully perform any task order issued hereunder should reflect the most competitive price. At the task order level, should the applicable Wage Determination rate(s) increase during task order performance, the Contracting Officer can make adjustments in accordance with FAR 52.222-43, "Fair Labor Standards Act and Service Contract Labor Standards -- Price Adjustment (Multiple Year and Option Contracts)."

H.2.1.4.1 During the issuance of future TORs, the Government may solicit for specific labor categories tied to the contractor's ERS Pricing Labor Matrix (Attachment 0002).

H.2.1.4.1.1 If the Government provides labor categories within the TOR, the contractor's labor rates proposed in response to the TOR shall be predicated on the qualifications for the level designated within the ERS Pricing Labor Matrix (Attachment 0002).

H.2.1.4.1.2 If a TOR directs contractors to propose the labor mix to achieve the requirements of the Government, the contractor shall utilize its ERS Pricing Labor Matrix (Attachment 0002) and corresponding ceiling labor rates to propose labor categories to accomplish the tasks. If the contractor determines that the labor categories available under its ERS Pricing Labor Matrix (Attachment 0002) are not suitable for the successful performance of the task order, the contractor shall propose suitable alternate labor category(ies) with corresponding minimum qualifications and provide rationale for inclusion in the proposed labor mix. Rationale shall include discussion of why the labor categories within the ERS Pricing Labor Matrix (Attachment 0002) cannot meet the requirements of the Government and how the proposed alternate labor category(ies) will do so.

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 7 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

H.2.1.4.2 The contractor shall certify in its Cost/Price volume that it will meet the minimum qualifications proposed in response to all TORs solicited against the ERS contract suite throughout the entire performance period of the task order, regardless of the contract type.

H.2.1.5 In order to be eligible for overtime premiums, overtime shall be explicitly authorized by the Contracting Officer in advance of being worked.

H.2.2 Travel:

Reimbursement for travel, subsistence, and lodging will be paid to the contractor only to the extent that it is necessary for performance of a task order issued under this contract and allowable under the Joint Travel Regulations (JTR). Official travel of contractor personnel away from their duty station that was not identified in the negotiated task order shall not be undertaken unless advance written approval has been obtained from the Contracting Officer or COR. See FAR 31.205-46 for additional information regarding travel costs. The contractor shall not exceed the maximum per diem rates set forth by the regulations identified in FAR 31.205-46(a)(2)(ii). Indirect rates commensurate with the firms disclosure statement/accounting practices are authorized for reimbursement. These rates may be fixed at time of task order award.

H.2.2.1 Travel within a 50-mile radius (local travel) of the primary place of performance stated in the task order will not be reimbursed by the Government unless the travel is directly related to the mission, as determined by either the Contracting Officer or COR. The PWS at the task order level will identify whether any routine local travel will be required. The contractor will not be reimbursed for local travel such as attending meetings that could otherwise be held via teleconference. Additionally, the contractor shall furnish any motor vehicles needed in performing a task order issued against TS3. As specified in the individual task order, the Government may provide the contractor with a motor vehicle when:

H.2.2.1.1 Prospective contractors do not have, or would not be expected to have, an existing and continuing capability for providing the vehicles with their own resources; and

H.2.2.1.2 Substantial savings are expected.

H.2.2.2 Fee/profit on travel expenses is not an allowable cost on any task order issued against this MA IDIQ contract.

H.2.2.3 All travel costs associated with the employee driving to/from work shall be at the contractors expense and not reimbursable by the Government. All other travel expenses are subject to the JTR and Contracting Officer approval. The Government will not pay any travel expenses for a contractor employee to travel to/from his place of residence unless authorized as Rest and Recuperation (R&R) associated with OCONUS performance. The Government will not pay for any non-mission related travel.

H.2.2.4 The Government reserves the right to request, at any time, that the contractor provide proof of insurance for any vehicle the contractor is utilizing in performance of a task order under this contract.

H.2.2.5 All reimbursable travel shall be approved by the COR, in writing, prior to any travel taking place. The contractor shall submit the following information to the COR no later than five calendar days (unless the task order specifies otherwise) prior to commencement of the travel:

H.2.2.5.1 Purpose of the trip and what will be accomplished during the trip and why the purpose/mission cannot be accomplished via teleconference;

H.2.2.5.2 The number of contractor personnel required to travel, including the name and position title of each traveler;

H.2.2.5.3 Duration of the trip;

H.2.2.5.4 The departure and arrival location; and

H.2.2.5.5 Estimated cost of the trip including airfare and/or mileage, per diem, lodging, and any other cost(s) associated with the trip. The contractor shall substantiate all cost estimates in its request. Any estimated costs proposed shall be on a Not-To-Exceed (NTE) basis.

For any task order(s) containing cost-type CLINs, the contractor shall upload the written approval provided by the COR to Wide Area Workflow (WAWF) along with the invoice(s) for the reported cost(s) and copies of all receipts documenting the cost(s) of the trip. If the contractor anticipates exceeding the estimate provided in the original request, then a justification shall be provided to the COR, prior to the invoice being uploaded to WAWF, as to why the trip is anticipated to exceed the estimated cost. Any cost(s) that exceed the original estimate shall be approved in advance by the COR. Failure to obtain advance approval from the COR will result in the contractor only receiving reimbursement for the allowable per diem amount(s) or the NTE cost already approved by the COR.

H.2.3 Other Direct Costs (ODCs): Materials, supplies and ODCs are subject to the requirements of FAR Part 31, Contract Cost Principles

Name of Offeror or Contractor:

and Procedures.

H.2.4 The Contracting Officer may require cost or pricing data or information other than certified cost or pricing data to support task order proposals or modifications IAW FAR 52.215-20 or FAR 52.215-21.

H.3 SB PROVISIONS

H.3.1 Small Business Set-Asides (SBSA) (Task Order Level):

H.3.1.1 Services currently performed under an 8(a) set-aside will not be obtained under the ERS contract suite unless the Small Business Administration (SBA) releases the SB from the program.

H.3.1.2 The ERS contract suite will not be used to award task orders for requirements valued below the Simplified Acquisition Threshold (SAT).

H.3.1.3 Task Orders Above the SAT: Task order competitions may be set aside for the restricted pool (comprised of only SBs) based on the Government's estimated value of the requirement. All competitive task orders will be set aside for competition among the restricted pool contractors whenever the estimated value of the task order exceeds the Simplified Acquisition Threshold but does not exceed \$3 million per year. Depending on the mix of contractors that receive MA IDIQ contracts, the SBSAs may be reviewed for opportunities to further set aside the requirements for specific sub-categories of SBs, (e.g., Small Disadvantaged Business (SDB), Historically Underutilized Business Zone (HUBZone), Service Disabled Veteran Owned Small Business (SDVOSB). Task orders exceeding \$3 million per year may be solicited in the full and open pool or set aside for the restricted pool contractors at the discretion of the Contracting Officer IAW FAR 19.502-4(c) and paragraph A.4.2.

H.3.1.3.1 Prior to issuance, the Contracting Officer will determine whether the requirement will be solicited to the restricted pool or full and open pool. If the Task Order Request is solicited to the restricted pool, at least one responsive proposal must be received by a responsible SB or the Government will re-solicit the requirement to the full and open pool. All proposals received after re-solicitation to the full and open pool will be considered by the Government.

H.3.1.3.2 Restricted pool prime contractors are permitted to propose on all competitive task orders solicited unless one of the exceptions listed in FAR 16.505(b)(2) applies.

H.3.1.3.3 During the Open Season period, the TS3 Contracting Officer has the unilateral discretion to increase the SBSA threshold established within paragraph H.3.1.3 based on SB utilization. The dollarized SBSA threshold will not be decreased below the threshold established within paragraph H.3.1.3.

H.3.2 SB Size Regulations:

H.3.2.1 SBA has defined eligibility standards for SBs in 13 CFR Part 121. In order to ensure that an offeror qualifies as an eligible SB, prospective offerors are encouraged to review 13 CFR Part 121, FAR Part 19, and DFARS Part 19. Offerors proposing a contractor team arrangement (CTA) IAW FAR 9.601 are advised to review 13 CFR 121.103 and 13 CFR 121.103(h)(3) prior to submitting a proposal.

H.3.2.2 Offerors are advised to review 13 CFR 121.404 in order to know how the size status of a business concern is determined. SBA is the sole authority for making determinations of SB size standards for SB programs. The Contracting Officer reserves the right to request a size certification in connection with a specific task order issued against the ERS contract suite. If a contractor represented that it was a SB prior to award of the IDIQ contract, the contractor shall re-represent its size status in accordance with FAR 52.219-28.

H.3.2.3 Joint ventures (JVs) and affiliations must be in accordance with 13 CFR 121.103.

H.4 OFF-RAMPING

H.4.1 At any point during the MA IDIQ ordering period, ACC-WRN reserves the right to Off-Ramp a MA IDIQ prime contractor via Termination for the Convenience of the Government, mutual agreement between the Government and the contractor, or based on a determination of non-responsibility, or for failure to comply with FAR 19.702(c).

H.4.2 Written notice of the proposed off-ramping action will be sent to the affected contractor, and will allow the contractor 10 calendar days to respond before the off-ramping action is executed.

H.5 ON-RAMPS

H.5.1 To maintain an optimal mix of both SB and OTSB prime contractors, ACC-WRN may conduct an Open Season approximately two-and-one-half (2-1/2) years into the ERS MA IDIQ performance period during which new contractors may be added, via On-Ramping, to the ERS contract suite. This may result in a change in the total number of prime SBs and/or OTSBs in the ERS contract suite. Any new IDIQ contracts awarded as a result of On-Ramps will not result in a change to the maximum quantity of services anticipated under this

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 9 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

contract suite, as stated in paragraph A.2, nor will the ordering period for the IDIQ contract be extended beyond that stated in paragraph A.6.

H.5.2 Open Season will be accomplished by issuing a Request for Proposals (RFP), including a sample or representative ERS task order.

H.5.3 Existing ERS MA IDIQ contractors may also participate in Open Season in order to make downward cost/price adjustments.

H.5.4 If, during Open Season, the Government on-ramps additional prime IDIQ contractors, the Government may issue a bilateral modification to all existing prime IDIQ contractors to update clauses and/or provisions.

H.6 TECHNICAL INSTRUCTIONS (TIs) ISSUED AT THE TASK ORDER LEVEL

H.6.1 Requirements and tasks to be performed by the contractor will be set forth in the individual task order. However, clarifications of the technical tasks to be performed under a task order PWS or SOW may be given by means of Technical Instruction(s). Work and labor hours associated with the TIs shall be within the scope of the original task order, fully funded, and formalized via bilateral modification.

H.6.2 After the individual task order is competed and awarded, and prior to issuing TIs, the Contracting Officer may negotiate with the contractor to modify the task order with respect to any travel, materials and ODCs, locations, schedules, deliverables including Contract Data Requirements Lists (CDRLs), special clauses, and provisions associated with the TI. At no point in time shall the contractor's cost exceed the funded amount of the awarded task order.

H.6.3 Each TI will include, at a minimum, the following information:

H.6.3.1 A detailed description of the specific work to be performed.

H.6.3.2 Reference to specific task(s) and requirement(s) in the task order PWS or SOW under which the work described in the TI is to be performed.

H.6.3.3 The estimated number of labor hours at the labor rates and labor categories awarded, or the estimated number of hours to accomplish the work.

H.6.3.4 Estimated travel, direct material and/or ODCs.

H.6.3.5 Identification of the CLIN under which the work is to be performed.

H.6.4 The completion date of the TI shall not exceed the completion date of the overarching task order.

H.7 NON-PERSONAL SERVICES

Contractor employees shall only perform tasks as directed by the contractor. The contractor shall notify the Contracting Officer if any contractor employee reports receiving instructions, directions or orders to perform work from Government personnel. (FAR 37.104, "Personal services contracts")

H.8 INHERENTLY GOVERNMENTAL FUNCTIONS

H.8.1 The contractor shall notify the Contracting Officer if any contractor employees are directed to perform any tasks listed in FAR 7.503(c). The contractor shall not permit contractor employees to perform such tasks, and shall ensure that all contractor employees are informed of the substance of this clause. The substance of this clause shall be included in all subcontracts at any tier.

H.8.2 Contractor personnel working on Government installations shall answer all telephone calls and present themselves at meetings associated with performance of an awarded task order by identifying themselves using the name of the contractor, the employees name, and status as a contractor. Example, "ABC Resources, I am contractor John Doe."

H.9 GOVERNMENT FURNISHED PROPERTY

The Government may provide Government Furnished Property (GFP), Government Furnished Material (GFM) or Government Furnished Equipment (GFE) for individual task orders. GFP, GFM, and GFE clauses will be addressed at the individual task order level.

H.10 FEDERAL HOLIDAYS

The following days are legally-recognized holidays. This list of holidays relates to Government duty days and is not intended to supplement or otherwise alter the provisions of any Wage Determination regarding applicable paid holidays:

New Year's Day

Name of Offeror or Contractor:

Martin Luther King Jr.'s Birthday
President's day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

H.10.1 When one of the above designated legal holidays falls on a Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on a Saturday, the proceeding Friday is observed as a legal holiday.

H.10.2 In addition to the days designated as holidays, the Government observes the following days:

H.10.2.1 Any other day designated by federal statute

H.10.2.2 Any other day designated by Executive Order

H.10.2.3 Any other day designated by Presidential Proclamation

H.10.3 It is understood and agreed between the Government and the contractor that observance of such days by Government personnel shall not be a reason for an extension of the period of performance, or entitlement of compensation except as set forth within the contract.

H.10.4 Individual task orders will address how the contractor shall handle specific work schedules pertaining to Federal Holidays and/or non-duty days on Government Installation(s).

H.11 CORPORATE CHANGES

H.11.1 The contractor shall notify both the Contracting Officer and Administrative Contracting Officer (ACO) with the Defense Contract Management Agency (DCMA) prior to the commencement of any corporate change. Any corporate changes may impact a prime contractor's ability to participate in future requirements under this ERS contract suite.

H.11.2 The contractor shall provide the TS3 Contracting Officer copies of all publicly available correspondence relating to corporate status and major corporate revisions, such as buyouts, sale or dissolution, and changes in personnel policy that effect this contract or task orders issued thereunder. Potential buyout scenarios, actual buyouts, sales and dissolutions shall be disclosed in writing to the TS3 Contracting Officer as soon as possible.

H.12 TRAINING IN USE OF GOVERNMENT SYSTEMS/WORKING ON A GOVERNMENT INSTALLATION

H.12.1 Contractor employees may be required to complete training in the use of Government systems, processes, and working on a Government installation as specified in the individual task order.

H.12.2 Mandatory training for continuation of contractor employee access to US Army TACOM facilities is an allowable cost in accordance with FAR 31.205-44. Contractors should allocate these training costs consistent with their normal accounting practices. In order to prevent double counting, if training is normally included in indirect costs, then it should not be charged as a direct cost.

H.13 WORK ON A GOVERNMENT FACILITY

In performing work under this contract on a Government installation or in a Government building, the contractor shall:

H.13.1 Conform to the specific safety requirements established by this contract and task orders issued hereunder;

H.13.2 Observe all rules and regulations issued by the installation Commanding Officer pertaining to occupational safety, fire, safety, working conditions, sanitation, severe weather, and admission to the installation;

H.13.3 Establish a safety and health program in accordance with Occupational Safety and Health Standards (OSHA) standards 29 CFR 1910 and 1926. The contractor shall use local supplements/regulations and policy, and national consensus standards, as changed or amended, when applicable;

H.13.4 Take all reasonable steps, safety protection and precautions to prevent accidents and preserve the life and health of Government and contractor personnel during performance under this contract or an issued task order;

H.13.5 Provide and enforce the use of all required Personal Protective Equipment (PPE), as prescribed in the applicable OSHA Standard, if specified for use in task orders issued hereunder. The contractor shall disclose the areas which require the wearing or use of PPE

Name of Offeror or Contractor:

and/or clothing to its employees through the use of signs;

H.13.6 Obtain all necessary security and access credentials for new contractor employees prior to the reporting date if working on a Government installation. Copies of completed security documents, and any supporting material (copies of court dispositions, etc.) are to be hand-carried to the Security Office by the new employee after obtaining an access badge. All documents must be presented to obtain an appropriate contractors security badge. Upon completion and/or termination of a contract employees employment, the contractor is responsible for ensuring all security ID badges (i.e., contractors badge and common access card (CAC), car decals, and any other property of the Government is returned to the COR for appropriate disposition. Additionally, privately owned vehicles belonging to contractor personnel are subject to search pursuant to applicable regulations. The award of this MA IDIQ contract does not authorize access to any military installation. Any violation of an installation regulation or of state or federal statute may result in the termination of the privilege to enter the military installation. The contractor is responsible for any costs associated with replacing an employee that is barred from a Government installation.

H.13.7 Obtain approval from the Government prior to using any radioactive or radiation-emitting materials and items, if specified for use in task orders issued hereunder.

H.14 CONTRACTOR PERFORMANCE ASSESSMENT REPORT (CPAR) AND CONTRACTOR PERFORMANCE ASSESSMENT REPORTING SYSTEM (CPARS)

H.14.1 The contractor shall access the CPARS website via <http://www.cpars.gov/>.

H.14.2 A CPAR is required when a contract/task order meets the established dollar threshold for its business sector as defined in AFARS 5142.1502-90(a). However, the Contracting Officer may require a CPAR valued below those thresholds. Additionally, a CPAR is required in all instances of termination or partial termination for default or cause immediately upon notification to the contractor, regardless of the dollar value of the contract or task order. The cognizant DCMA office and/or the COR may provide relative information to the Contracting Officer regarding the contractor's performance to include the following areas: Technical (Quality of Product or Services); Schedule; Cost Control; Management (Responsiveness, Subcontract Management, Program Management or Other Management) and Management of Key Personnel (for Services and Information Technology Business Sectors). The assessment/review will be accomplished through CPARS. The completed evaluations will not be released to anyone other than Government personnel and the contractor whose performance is being evaluated. Within the time specified in the individual task order, the contractor shall provide the Contracting Officer with the name of the person who will be responsible for accepting or disputing the CPARS created by the Government.

H.14.3 An interim CPAR is required for new task orders meeting the thresholds identified in AFARS 5142.1502-90(a) and that have a period of performance greater than 365 calendar days. Interim CPARS are also required every 12 months throughout the entire period of performance of the task order up to the final report. Additionally, an interim CPAR is also required upon a significant change within the agency, provided that a minimum of six months of performance has occurred, such as a change in program or project management responsibility or a transfer of a contract to a different contracting activity.

H.14.4 A final CPAR will be completed by the Government upon task order completion. Final reports are to be prepared on all contracts meeting the thresholds established in AFARS 5142.1502-90(a) with a period of performance of less than 365 calendar days but no more than 18 months. The final CPAR will only address information on the period of performance since the last CPAR.

H.15 CONTRACTOR MANPOWER REPORTING REQUIREMENTS APPLICABLE TO AWARDED TASK ORDERS

H.15.1 The contractor shall access the CMR website via <https://cmra.army.mil>.

H.15.2 The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided through fully executed task orders. If the contractor does not receive a funded task order in any given year, information need not be entered in the Contractor Manpower Reporting (CMR) database. The reporting period shall be the period of performance that does not exceed 12 months, ending 30 September of each Government fiscal year. All data must be reported by 31 October of each calendar year. The contractors name and the contract number associated with the data will not be disclosed to the public.

H.16 AVOIDANCE OF ORGANIZATIONAL CONFLICTS OF INTEREST (OCIs)

H.16.1 Definition. The term "Organizational Conflict of Interest" is defined in FAR Subpart 2.10; see also FAR 9.502(c).

H.16.1.1 Intent. Nothing in paragraph H.16 of this contract is intended to further broaden the OCI limitations and general rules found in FAR 9.505.

H.16.2 Agreement. At all relevant times, the parties agree to avoid or mitigate any actual or potential OCI they identify in connection with this MA IDIQ contract and any task order issued against it. Any OCI(s) identified prior to award of the MA IDIQ contract and task order issued against it shall be addressed in paragraph H.16.3. OCIs that are not identified until after award shall be addressed in paragraphs H.16.4 and H.16.5. Compliance with these OCI requirements is a material obligation of the contract. The rights and remedies described herein shall not be exclusive and are in addition to other rights and remedies provided by law, including those set forth at FAR Subpart 9.5, or elsewhere included in this contract. If a contractor fails to comply with these requirements, the Government may terminate the task order and/or MA IDIQ contract for default, disqualify the contractor for subsequent related task

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 12 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

orders, and/or pursue other remedies available under the law.

H.16.3 The Contracting Officer identified the following circumstances that could give rise to the development of an OCI in violation of FAR 9.505, and require a contractor to take the actions set forth below in H.16.4; offerors shall review and compare its existing contracts to the circumstances identified in 16.3, and notify the Contracting Officer of any potential or actual OCIs before the closing date of the solicitation (See L.3.7):

H.16.3.1 Contractor employees work on Government premises in close proximity to Government employees, exposing the Contractor employees to potential source-selection information concerning Government requirements not yet publically released, possibly providing the contractor with an unfair competitive advantage.

H.16.3.2 Contractor employees perform tasks to determine specifications, identify or resolve interface problems, develop test requirements and evaluate test data, and supervise design or provide technical direction in the development of work statements or directing other contractors operations.

H.16.3.3 A contractor employee may obtain access to technical data or proprietary information developed by a third party at its own expense.

H.16.3.4 A contractor employee may perform evaluation of its own products or services, or those of a third party.

H.16.4 To avoid or mitigate the effect of any OCI arising out of the circumstances identified above, the contractor will take the following actions when it has provided or intends to provide services in accordance with FAR 9.505:

H.16.4.1 Organizational Conflict of Interest Mitigation Plan

H.16.4.1.1 Pursuant to FAR 9.505, the contractor agrees that it shall not compete for or accept any contract or subcontract for the production of any system, component or items on which it has worked or made recommendations under this contract or task order. In addition, the contractor agrees not to work as a subcontractor (including but not limited to, development or production, engineering, and consulting) on behalf of any hardware vendor to provide any system, component, or item on which it has worked under this contract. This prohibition shall be in effect from contract award through three years after the end of the period of performance of the applicable task order.

H.16.4.1.2 For the ERS MA IDIQ and any task order issued hereunder, the term "contractor" means (i) the organization (hereinafter referred to as "it" or "its") entering into this contract with the U.S. Government; (ii) all business organizations with which it may merge, join or affiliate, now or in the future, and in any manner whatever, or which hold or may obtain, by purchase or otherwise, direct or indirect control of it; (iii) its parent organization (if any) or its present or future subsidiaries, associates, affiliates, or holding companies, and (iv) any organization or enterprise over which it has direct or indirect control (now or during the period of performance of this contract). The prior approval of the contracting officer is required before any work to be performed under this contract may be subcontracted to any of the organizations described in (ii), (iii) or (iv) above.

H.16.4.1.3 The contractor shall enter into a written agreement with the owner(s) of confidential, sensitive business, proprietary data, or trade secrets to which the contractor receives access, either directly during the course of performance of this contract or inadvertently, to protect the data from unauthorized use or disclosure as long as the data remains sensitive, confidential, or proprietary. Alternatively, the contractor will sign an NDA pursuant to the agreement between the owner of the data and the U.S. Government. The contractor will provide the Contracting Officer with copies of such written agreements in accordance with FAR 9.505-4 within 15 business days of execution.

H.16.4.1.4 The contractor agrees to protect the proprietary data and rights of other business concerns, obtained from any source directly or indirectly during the performance of this contract, with the same caution that a reasonable, prudent contractor would use to safeguard the contractors own proprietary data and rights. In addition, the contractor agrees not to utilize the data in supplying hardware or in performing services or studies on contracts which may be awarded by the Department of Defense on a competitive basis. The contractor agrees not to use proprietary data for any purpose other than that for which it was furnished.

H.16.4.1.5 Notwithstanding paragraph H.16.4.1.4 above and any other provision herein, the protection and exclusion of the use of proprietary data shall be extended for so long as the data remains proprietary. However, such protection and exclusion shall not be in effect when the data is lawfully obtained by the contractor from some other sources without restriction.

H.16.4.1.5.1 The contractor shall not distribute confidential, proprietary or sensitive data to any party without Contracting Officer approval. All proprietary data and any derivative shall be returned to the Government at the end of the contract.

H.16.4.1.5.2 Subcontracts: The contractor shall include the subject organizational conflict of interest provisions, including this paragraph, in subcontracts at any tier which involve access to information covered in H.16.4.1.4 above. The use of this clause in such subcontracts shall be read by substituting the word "subcontractor" for the word "contractor" whenever the latter appears. When the provisions of this clause are included in a subcontract, the term Contracting Officer shall represent the head of the Contracts Office of the prime contract. Any deviations or less restrictive coverage deemed necessary or required by the prime contractor for a

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 13 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

particular subcontract must first be submitted to the task order contracting officer for approval.

H.16.4.1.5.3 The contractor agrees to train its employees through formal training, company policy information directives and procedures, or by providing an awareness of the legal provisions of FAR Part 9, Subpart 9.5, so that each employee will understand the requirements pertaining to safeguarding information received under this contract from anyone other than the contractor's employees who have a need to know.

H.16.4.1.5.4 The Contracting Officer or his designated representatives shall have full access for inspection of the contractor's premises, policies, and records for the purpose of reviewing actions and programs undertaken by the contractor to safeguard all information derived or received from this contract so that full compliance with FAR Subpart 9.5 requirements is achieved.

H.16.4.1.5.5 The contractor shall not provide the services under the SOW or PWS if the contractor will analyze its own technologies or that of all organizations identified in H.16.4.1.2. In that situation, the contractor must notify the Contracting Officer of this conflict.

H.16.4.2 If the contractor believes that any of the exceptions identified within FAR 9.505 apply, it shall notify the Contracting Officer in writing and the Contracting Officer shall make a determination. If the Contracting Officer determines that the exception applies, then the OCI Mitigation Plan at H.16.4.1 shall not apply to the portion of any work performed by the contractor under this contract to which the exception applies.

H.16.5 OCI(s) Arising After Contract Award (Identified by the contractor). Should the contractor, during the performance of this contract, become aware of any OCI(s) beyond any identified in paragraph H.16.3 (which may result, for example, if the contractor receives one or more new contracts, whether as a prime contractor, a subcontractor, or as a partner or member of a teaming arrangement), the contractor agrees to:

H.16.5.1 Notify the Contracting Officer of the OCI, in writing, and;

H.16.5.2 Recommend to the Government a mitigation approach which would avoid the OCI entirely, or,

H.16.5.3 Submit an OCI mitigation plan for approval that:

H.16.5.3.1 Describes in detail the circumstance(s) that create the OCI; and

H.16.5.3.2 Outlines in detail the actions to be taken in the performance of the contract and/or task order (as applicable) to mitigate the OCI.

H.16.5.4 The Government reserves the right to reject a contractors proposed mitigation approach and an OCI mitigation plan if the Contracting Officer determines the proposed plan is not adequate.

H.16.5.5 If approved, the OCI mitigation plan will be incorporated into this contract and task orders, as applicable, by subsequent bilateral modification. The Government reserves the right to review and monitor compliance with the OCI mitigation plan(s) as needed.

H.16.5.6 If the Contracting Officer finds that it is in the best interest of the Government to award the task order notwithstanding a conflict of interest, a request for waiver shall be submitted in accordance with FAR 9.503.

H.16.6 OCI(s) Arising After Contract Award (Identified by the Government). Should the Government, during the performance of this contract, identify any OCI(s) not previously identified and addressed per paragraph H.16.3, the Contracting Officer will:

H.16.6.1 Notify the contractor, in writing, of the relevant details, explaining how the OCI arose, and specifying the nature of the OCI; and

H.16.6.2 Require the contractor to propose a strategy to negate the OCI entirely or an OCI mitigation plan, as described above.

H.16.7 The contractor agrees to indemnify and hold harmless the Government, its agents, and employees from any claim or liability, including attorneys fees, court costs, and expenses arising out of, or in any way related to the misuse or unauthorized modification, reproduction, release, performance, display, or disclosure of third-party proprietary information marked with restrictive legends that was provided by the Government to the contractor by any person to whom the contractor subsequently released or disclosed the data.

H.17 PHASE-IN AND/OR PHASE-OUT PERIOD

To minimize any decrease(s) in productivity, and to prevent interruption to follow-on services, the contractor may be required to provide a phase-in and/or phase-out period for an individual task order. A separately priced CLIN will be provided in each Task Order Request if required.

H.17.1 Phase-in: Types of phase-in related tasks that may be required at the task order level are: performing a transfer of property

Name of Offeror or Contractor:

accountability or conducting an initial inventory of GFP.

H.17.2 Phase-out: Types of phase-out related tasks that may be required at the task order level are: agreeing to an observation period where management personnel of the incoming workforce may observe operations and performance methods of the incumbent contractor; submitting a detailed final inventory report; phase-out plan; and/or after action report.

H.18 SERVICE CONTRACT ACT COMPLIANCE REQUIREMENT

This contract is subject to the Service Contract Act (SCA), although the exact places of performance are not yet identified. Labor categories may vary based upon contractor employment policies and labor agreements. The contractor shall consult the Department of Labor (DOL) Website: <https://www.dol.gov> for specific location wage determinations as appropriate. Additional information to assist in determining SCA applicability may be obtained at <https://www.dol.gov/esa/regs/compliance/whd/fairpay/main.htm>.

The offeror/contractor is responsible for ensuring the rates proposed for personnel subject to the SCA meet or exceed the corresponding minimum wages established by the DOL for the corresponding geographical region for contract performance. When the actual place of performance is identified on the task order, it is incumbent upon the contractor to discount the ceiling rates from its Pricing Labor Matrix if deemed appropriate by the actual place of performance.

H.19 DAVIS BACON ACT (DBA) COMPLIANCE

In the course of this contract, performance may require labor applicable to the DBA. The contractor shall submit proposed rates on a task order basis, including those labor descriptions and loaded labor rates under the DBA. The contractor shall be responsible for ensuring that the base rates proposed for personnel subject to the DBA meet or exceed the corresponding minimum wages established by the DOL for the corresponding region.

H.20 HAZARDOUS DUTY/ISOLATION PAY

In the event contractors must pay additional compensation to retain or obtain personnel to perform in a Hazard Duty location, the contractor shall be entitled to equitable compensation not to exceed the rates established by the United States Department of State. For the purposes of this contract, basic compensation is meant to be 40 hours per week, although OCONUS Staff may be required to work beyond the basic 40 hour work week. OCONUS Premium Pay may only be applied to basic compensation, up to the first 40 hour period of the OCONUS Work Week. Additionally, contractors may not combine Danger Pay with Difficult to Staff Incentive Differential if the total exceeds 35% of an employee's basic compensation (limited to maximum 40 Hours per week) If the need to pay the Hazardous Duty (Danger and Post Hardship) premium arises, the contractor shall promptly notify the Government, justify the request for Equitable Adjustment and obtain PCO approval before an Equitable Adjustment in price will be made.

H.21 INCORPORATION OF RATES AND LABOR DESCRIPTIONS

All fully loaded labor rates (including profit/fee) shown on the ERS Pricing Labor Matrix (Attachment 0002) will be incorporated into the contract as ceiling rates for all contract types. The ceiling rates are for regular (non-overtime) CONUS labor and are subject to downward negotiation only. Ceiling prices will apply, unless an applicable Wage Determination increases beyond the ceiling; see H.2.1.4. The contractor shall account for all conceivable contingencies when developing its ceiling rates for each labor category listed in Attachment 0002.

These ceiling rates are applicable for all contract types. For CPFF, the maximum reimbursable amount per labor hour per labor category is the ceiling rate from Attachment 0002 minus the fixed fee dollars proposed for the task order, regardless if actual costs exceed that amount.

*** END OF NARRATIVE H0001 ***

CONTINUATION SHEET**Reference No. of Document Being Continued****Page 15 of 28**

PIIN/SIIN W56HZV-14-R-0031

MOD/AMD 0003

Name of Offeror or Contractor:

SECTION J - LIST OF ATTACHMENTS

<u>List of Addenda</u>	<u>Title</u>	<u>Date</u>	<u>Number of Pages</u>	<u>Transmitted By</u>
Attachment 0002	ERS PRICING LABOR MATRIX (WITH LABOR DESCRIPTIONS/MINIMUM QUALIFICATIONS)		001	DATA
Attachment 0010	TOR ATTACHMENT 1, ROBOTICS PWS		027	DATA
Attachment 0011	TOR ATTACHMENT 2, ROBOTICS CDRLS		008	DATA
Attachment 0012	TOR ATTACHMENT 3, ERS PRIME PROPOSAL SUMMARY FILE - ROBOTICS		001	DATA

Name of Offeror or Contractor:

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1 PROPOSAL PREPARATION INSTRUCTIONS

L.1.1 General: The offeror's proposal, subject to FAR 52.215-1, "Instructions to Offerors - Competitive Acquisitions", shall be submitted in the format set forth below. All information necessary for the review and evaluation of a proposal shall be contained in the proposal volumes set forth below. Section M of the solicitation sets forth the evaluation criteria and delineates the Factors and Subfactors to be evaluated and their relative order of importance.

L.1.1.1 Award Without Discussions: The offeror's proposal, as required by this section, will be evaluated as set forth in Section M of this solicitation. FAR 52.215-1 advises offerors that the Government intends to evaluate proposals and award contracts without discussions with offerors. Where awards will be made without discussions, exchanges with offerors are limited to Clarifications as defined in FAR 15.306(a). Therefore, the offeror's initial proposal should contain its best terms from a cost/price and technical standpoint. However, under FAR 52.215-1 the Government reserves the right to hold discussions, if necessary. If the Contracting Officer determines that the number of proposals that would otherwise be included in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

L.1.2 Proposal Content: The offeror's proposal shall be submitted in five separate volumes, as set forth below. Proposals shall not contain citations or links to other websites. All proposal information shall be in the English language. Proposals shall be submitted on standard 8.5 x 11 paper. Font size shall be no smaller than 10 point with margins no less than 1 inch (top, bottom, left, and right) excluding headers, footers, and page numbers. The offeror shall number each page and provide an index/Table of Contents with each volume. Drawings and graphics included within the proposal that may be more appropriate to use larger paper may utilize no larger than 11 x 17 paper. Graphic presentations, including tables, while not subject to the 10 point font size and spacing requirements, shall have spacing and text that is easily readable. The complete set of volumes shall be accompanied by a cover letter prepared on the company's letterhead. Each of the volumes shall be separated and labeled with full pagination. The proposal shall include a volume for each of the evaluation factors. The offeror's proposal shall be uploaded to the Army Single Face to Industry (ASFI) Bid Response System (BRS) website (in accordance with paragraph L.1.4), clearly labeled, with volumes divided as follows:

<u>Volume #</u>	<u>Volume Title</u>	<u>Page Suggestions</u>
Volume I:	Proposal Terms and Conditions	N/A
Volume II:	Experience Factor	20 pages
Volume III:	Technical Factor	20 pages
Volume IV:	Cost/Price Factor	N/A
Volume V:	Small Business Participation Factor	N/A

L.1.3 Submission Due Date And Time: The offeror's proposal shall be received at the web address set forth below no later than 1200 Eastern Standard Time on Wednesday, 3 September 2014. The offeror shall ensure its proposal is received at the initial point of entry to the Government infrastructure (in this case, received through ASFI BRS) before the solicitation closing date and time. Offerors are cautioned that a proposal is not considered received until the final submission via ASFI BRS and a time stamped proposal summary is generated. NOTE: These actions are not instantaneous. Offerors should begin the file upload well in advance of the solicitation closing date and time to ensure that the entire proposal is received in time to be considered for award. If the ASFI BRS confirmation time stamp does not meet the solicitation closing date and time as indicated in this paragraph, pursuant to FAR 52.215-1, the proposal may be rejected as late.

L.1.4 Method of Submission: Proposals shall be submitted via the ASFI BRS web site: <https://acquisition.army.mil/asfi/>. NOTE: ASFI website allows up to ten files to be uploaded at one time. The combined size of the ten files cannot exceed 20 Megabytes (MB); refer to the information contained on the ACC-WRN Procurement Network Website (<http://contracting.tacom.army.mil/acqinfo/ebidnotice.htm>) concerning how to submit electronic proposals. In addition, refer to paragraph L.2 regarding submission of Electronic Proposals. For the Price Factor Volume, spreadsheets shall be in a version provided for in paragraph L.2.4.

L.1.5 Proposal Submission Guidance: The offeror's proposal shall contain all pertinent representations, certifications, and the specified information required for evaluation of the proposal.

L.1.6 Contracting Officer: Offerors are encouraged to contact the Contracting Officer, Ms. Renee Marie Collica, at <mailto:usarmy.detroit.acc.mbx.wrn-ers@mail.mil> in order to request an explanation of any aspect of these instructions. To ensure a timely response to questions, please submit no later than 5:00pm Eastern Standard Time on Tuesday, 12 August 2014.

L.1.7 All or None: Proposals in response to this solicitation shall be submitted for all the requirements identified in the solicitation. Proposals submitted for less than all the requirements called for by this solicitation will not be considered for award.

L.1.8 Extreme care and attention should be given to ensure that all required items are included in the proposal.

L.1.9 A representative task order will be utilized as part of the evaluation process in order to determine the MA IDIQ contractors under this RFP. Because offerors must submit a proposal for the Robotics TOR in order to be eligible for award of a basic MA IDIQ ERS

Name of Offeror or Contractor:

contract, the Robotics task order is not subject to a SBSA. All interested offerors must submit a proposal for the Robotics task order with their ERS MA IDIQ proposal.

L.1.10 Proposals shall conform to the requirements of this solicitation. All offerors, including joint ventures (JVs), shall be limited to one proposal.

L.2 NOTICE REGARDING ELECTRONIC PROPOSAL SUBMISSION

L.2.1 Offerors shall submit the electronic copies of a proposal in accordance with clause 52.204-4016, "TACOM-Warren Electronic Contracting."

L.2.2 Given the volume of data and information to be submitted by offerors in response to this solicitation, and the inherent limitations of server bandwidth, offerors may be required to submit their proposal in multiple uploads. It is critical that all offerors carefully and completely identify the volumes and attachments of its proposal. It is important to note that up to ten files can be uploaded at one time. The combined size of ten files cannot exceed 20 MB. Offerors should break attachments into smaller files or use the upload utility multiple times if files exceed the 20 MB size limit. Filenames must not contain single quotes, spaces, pound or percent signs. The offeror's computer must also be running updated virus protection. If the offeror's computer is not protected, please do not upload files. Uploading files with viruses may jeopardize your electronic bid submission.

L.2.3 Offerors are requested, to the maximum extent practical, not to provide attachments from multiple volumes within electronic transmission(s). Each electronic transmission(s) message should include attachments pertaining to only one volume.

L.2.4 Electronic Copies: Offerors shall submit electronic copies and any supplemental information (such as spreadsheets, backup data, and technical information) using the following file types:

(a) Files in either Microsoft (MS) Windows Vista/MS Office 2007 or Office XP: Word, Excel, or PowerPoint. Spreadsheets shall be sent in a file format that includes all formulae, macro and format information. Print image is not acceptable.

(b) Files in Adobe Portable Document Format (PDF). Scanners should be set to 200 dots per inch.

(c) Files in Hypertext Markup Language (HTML). HTML documents shall not contain active links to live Internet sites or pages. All linked information shall be contained within the electronic proposal and be accessible offline.

L.2.5 FAR 15.207(c) identifies the steps the Government will take with regard to unreadable proposals. Offerors shall make every effort to ensure that a proposal is virus-free. Proposals (or portions thereof) submitted which reflect the presence of a virus, or which are otherwise rendered unreadable by damage in electronic transit, will be treated as "unreadable" as described above.

L.3 VOLUME I - PROPOSAL TERMS & CONDITIONS

In this Volume, offerors shall provide:

L.3.1 An electronic cover letter (letter of transmittal) which shall identify all enclosures being transmitted in the message.

L.3.1.1 A scanned image of the SF 33 solicitation cover page signed by a person authorized to bind the offeror. Blocks 12, 13, 14, 15A, 15B, 16, 17, and 18 of the SF 33 shall be filled in by the offeror.

L.3.2 One copy of this solicitation (Sections A-K) with all clauses and other fill-ins completed. System for Award Management (SAM) certifications need not be separately submitted.

L.3.3 An affirmative statement that the offeror proposes to meet all the requirements of Section C, or through the use of subcontractor(s).

L.3.4 A statement of agreement to all the terms, conditions, and provisions of this solicitation.

L.3.5 A statement asserting whether the offeror qualifies for the restricted pool based on NAICS Code 811111 (General Automotive Repair; current size standard of \$7.5 million (M)).

L.3.6 A subcontracting plan (if the offeror is an Other-Than-Small-Business (OTSB) in accordance with FAR 52.219-9).

L.3.7 Organizational Conflict of Interest (OCI) (Reference M.3.1.5)

L.3.7.1 The offeror shall provide an affirmative statement that 1) it agrees to the OCI mitigation strategy identified in paragraph H.16; and 2) it does not have an OCI as it applies to this solicitation. If the offeror thinks it has an actual or perceived OCI, see paragraph L.3.7.3 below.

Name of Offeror or Contractor:

L.3.7.2 The provisions of FAR Subpart 9.5, Organizational Conflict of Interest, apply to any award under this solicitation. Potential offerors should review current and planned participation in any other Government contracts, subcontracts, consulting, or teaming arrangement(s) where they may be in a position of actual or perceived bias or unfair competitive advantage.

L.3.7.3 Offerors shall disclose any potential OCI situations as soon as identified, including prior to proposal submission. The disclosure shall include a statement of the facts and an analysis of how those facts create the actual or perceived conflict. The offeror shall recommend approach(es) to neutralize or mitigate the OCI. The preferred approach to potential conflicts is to avoid the conflict. Mitigation shall be considered only if it is not practical to avoid the conflict. The Contracting Officer will promptly respond to resolve any potential conflicts.

L.3.8 Because offerors and subcontractor(s) may handle or access classified information, all are required to either a.) submit evidence that it possess a current active (TOP SECRET or SECRET) Facility Clearance (FCL) that can be verified by the Government via the Joint Personnel Adjudication System (JPAS) database; or b.) submit an offeror signed Defense Security Agreement (DD Form 441) which obligates the contractor to comply with the security requirements of the National Industrial Security Program Operating Manual (DoD 5220.22-M). Offerors may visit the DSS website for more information as to what is required for submission to DSS:
http://www.dss.mil/isp/fac_clear/fac_clear_check.html.

L.3.8.1 FCL is not required for award of a MA IDIQ contract against the ERS contract suite. The Robotics task order will require the awardee to obtain an active FCL. Offerors and any subcontractor(s) shall contact the cognizant Defense Security Service (DSS) Industrial Security Field Office within 15 calendar days of award of a task order so the FCL application and approval process can be initiated. Future task orders under the ERS contract suite may require an FCL. (Reference M.2.3)

L.3.9 Accounting System: In order to be considered for award of a MA IDIQ contract, the offeror shall provide evidence that it has an adequate financial management and accounting system and fund tracking procedures IAW FAR 16.301-3(a)(3). Providing evidence of an adequate accounting system is a matter of contract responsibility IAW FAR 9.103 and 9.104-1(e). The offeror shall complete and submit a Defense Audit Agency (DCAA) Preaward Survey of Prospective Contractor Accounting System Checklist (http://www.dcaa.mil/checklist_and_tools.html) at the time of proposal submission. Offerors having applicable and current information from DCAA or DCMA shall also submit that documentation. (Reference M.3.1.6)

L.3.9.1 Offerors who have not had Accounting System Reviews by DCAA or Defense Contract Management Agency (DCMA) may, at the offeror's expense, submit information from an Independent Certified Public Accountant (CPA) verifying that the CPA audited the offeror's accounting system and that the offeror's accounting system complies with the requirements stated within the DCAA Contract Audit Manual (DCAAM) Chapter 5-202, Preaward Survey of a Prospective Contractors Accounting System and Standard Form (SF) 1408, Preaward Survey of Prospective Contractors Accounting System.

L.3.10 Joint Venture: To be recognized as a JV as referenced in Section A.4.3 and eligible for award of an ERS MA IDIQ contract and subsequent task orders, the membership arrangements of the JV must be identified and the company relationships fully disclosed in the offeror's proposal IAW FAR 9.603. A copy of the agreement establishing the JV must contain the signatures of all of the members comprising the JV. (Reference M.2.4)

L.4 VOLUME II - EXPERIENCE FACTOR

The Government will only evaluate the experience of a prime offeror for the experience factor. Due to affiliation, all members of a JV are considered to be a single prime offeror. Therefore, the Government will evaluate the experience of all of the members of a JV under the experience factor. The Government will evaluate the experience of all members of a JV under the experience factor, even if a member is designated as a subcontractor in the JV legal agreement. The Government will not consider the experience of any proposed subcontractors that are not part of a JV legal agreement.

In this Volume, offerors shall provide:

L.4.1 A total of no more than two contracts for each of the areas identified in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3, which are the most recent (as defined by paragraph L.4.1.1) and relevant (as defined by paragraph L.4.1.2) to the relevance considerations specified in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3. For the purposes of this Volume, contract shall be defined as:

- (a) a single Government or Commercial contract; or,
- (b) a single task order placed under a single-award or multiple-award IDIQ task order contract (FAR 16.501-1); or,
- (c) a single task order placed under a federal supply schedule (FSS) (FAR 8.405-2); or,
- (d) a single order placed under a basic ordering agreement (BOA) (FAR 16.703); or,
- (e) a single task order placed under a single-award or multiple-award blanket purchase agreement (BPA) (FAR 8.405-3 or FAR 13.303).

Name of Offeror or Contractor:

L.4.1.1 Recent Contracts. Recent contracts are those performed within three years of the date of issuance of this solicitation.

L.4.1.2 Relevant Contracts. Relevant contracts are those which are similar in scope to the ERS solicitation requirement(s) described below in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3. Where prior relevant experience is under a broader IDIQ, BPA, BOA, or FSS-type contract, the offeror shall not just cite the broader IDIQ, BPA, BOA, or FSS-type contract. Rather, the offeror shall include the specific individual task order(s), delivery order(s), or work directive(s) which it considers to be reflective of relevant prior experience. In accordance with paragraph L.4.1, each prior contract(s) identified by the offeror as being applicable will be evaluated based upon the extent to which prior experience described is relevant to the requirements of the ERS solicitation and SOW.

If a prime offeror has relevant experience on a prior contract, either performed independently or as a member of a JV performing on the prior contract, the offeror shall provide supporting documentation to establish that he performed the work himself in order for the experience to be considered relevant.

As stated in L.4, all members of a JV are considered to be a single prime offeror. If a JV prime offeror includes a member with relevant experience on a prior contract, either performed independently or as a member of a JV performing on the prior contract, the offeror shall provide supporting documentation to establish that the member actually performed the work in order for the experience to be considered relevant.

Specifically, the extent of relevant experience with the following solicitation requirements will be assessed by the Government:

L.4.1.2.1 Service contracts performed either as the prime contractor that involved contractor team arrangement(s) (as defined by FAR 9.601) with at least three other organizations not including the prime contractor, or service contracts performed as the prime contractor that involved the award of subcontracts to at least three other organizations. Include detail discussing the type and portion of work performed by each firm to accomplish tasks relevant to the ERS SOW key tasks set forth in paragraphs C.4.1-C.4.6.

L.4.1.2.2 Service contracts performed either as the prime contractor or subcontractor that required simultaneous deployment and management of at least six individuals to at least three separate OCONUS locations (in any combination). For this solicitation, 'management of deployed individuals' includes the pre-deployment recruitment, training, and processing in and out of the National Deployment Center (or equivalent), and ensuring deployed personnel accomplished the mission once deployed.

L.4.1.2.3 Service Contracts performed either as the prime contractor or subcontractor that required mechanical or electrical technical maintenance of military vehicles or systems, to include, ground, air, or sea vehicles. This experience may include activities such as maintenance, repair, fault isolation, troubleshooting and replacement of subsystems or parts, in conjunction with military or commercial maintenance manuals.

L.4.2 For each of the recent/relevant contracts identified per paragraph L.4.1, the offeror shall provide the following information within the ERS Experience Matrix/Narrative (Attachment 0003):

L.4.2.1 Contract number; per paragraph L.4.1.2;

L.4.2.2 Contract type (e.g., firm-fixed-price, time-and-materials);

L.4.2.3 Performance period (e.g., date contract cited in L.4.2.1 was awarded and date it did/will end);

L.4.2.4 Government or commercial contracting activity's mailing address, telephone number, and e-mail address;

L.4.2.5 For Government contract examples, provide the Contracting Officer's and Administrative Contracting Officer's (ACO's) name, telephone number and e-mail address. In the event a commercial contract example is cited, the name, telephone number and e-mail address of a commercial entity's representative that has knowledge of the offeror's cited example;

L.4.2.6 Government or commercial contracting activity technical representative (e.g., Contracting Officers Representative), name, telephone number and e-mail address;

L.4.2.7 Copies (excerpts) of all SOW/PWS paragraph(s) from the contract(s) cited per paragraph L.4.2.1 describing experience corresponding to the relevance considerations cited in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3;

L.4.2.8 A discussion of specific similarities between the contract SOW/PWS paragraphs provided as required by paragraph L.4.2.7 and corresponding to the relevance considerations cited in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3.

Failure to provide the information requested under paragraph L.4.2 may result in an assessment that the referenced prior experience lacks relevance or recency.

L.4.3 Experience Information: It is the offeror's responsibility to submit detailed and complete information and supporting documentation as required so the Government may conduct the evaluation of its experience proposal. The Government is not obligated to make another request for the required information. Offerors are advised that the Government may contact any of the references the

Name of Offeror or Contractor:

offeror provides, other third parties for experience information, and/or internal Government or private sources with knowledge of the experience cited in the offeror's proposal to validate or gain a better understanding of the relevance of the offeror's proposed experience. The Government's decision to consider external data does not relieve the offeror of the responsibility to provide thorough and complete experience information.

L.4.4 Cross-Reference Matrix: In addition to populating the ERS Experience Matrix/Narrative (Attachment 0003) required by paragraph L.4.2, the offeror shall also complete the ERS Cross-Reference Matrix (Attachment 0004). The offeror shall populate the yellow-shaded cells by citing up to two prior contracts for each of the areas identified in L.4.1.2 and assigning a corresponding relevance level, based on the relevance definitions provided within Attachment 0004. The offeror's cited contracts should reflect the types of experience the Government will be using for evaluation purposes, as identified in paragraphs L.4.1.2.1, L.4.1.2.2 and L.4.1.2.3.

L.5 VOLUME III - TECHNICAL FACTOR

L.5.1 The offeror shall provide its technical approach to performing the Robotics task order. The offeror's proposal shall detail its proposed approach to achieve successful performance of this task order. Specifically, the proposal shall address the following:

L.5.1.1 An analysis of the Robotics PWS (Attachment 0010) and discussion of the key success drivers and risks associated with performance and the proposed phase-in schedule to include milestones and dates for successfully achieving task order requirements and objectives. Additionally, offerors shall discuss how cost efficiencies will be realized during the performance period of the Robotics PWS (Attachment 0010) to reduce costs and avoid cost overruns.

L.5.1.2 Based on the analysis of the Robotics PWS (Attachment 0010), discuss the specific technical approach proposed, to include identification of necessary tasks, labor categories, and details on how the offeror proposes to perform the requirements of the Robotics PWS (Attachment 0010).

L.6 VOLUME IV COST/PRICE FACTOR

L.6.1 General Information: Cost/price factor volume proposals shall be submitted as follows:

L.6.1.1 Proposal Structure: The cost/price factor volume shall include data to support the reasonableness of the proposed amounts. Sufficient detail shall be included to allow the Government to evaluate the offeror's cost/price proposal for Cost Realism at the task order level. The offeror shall show complete development of the elements of its cost/price proposal. The Government may consult with DCAA or DCMA for cost verification. Offerors may submit any other additional cost/price and financial information considered to be helpful in the Government's evaluation of the cost/price proposal.

L.6.1.2 The Government may use other resources in the evaluation of the cost/price factor volume. In addition to the information identified below, the Government reserves the right to request additional data or a more detailed price breakdown to support a determination of reasonableness.

L.6.1.3 Electronic Submission: All spreadsheets shall be in the format provided for in paragraph L.1.2 and L.2.4 and shall include all formulas. Print image is not acceptable. Supporting information in Excel may be provided as a separate file or as added tabs to the ERS Prime Proposal Summary File - Robotics (Attachment 0012). The offeror shall provide its supporting narrative, if necessary, in Microsoft Word format (but not Word version 2.0).

L.6.1.4 Proposed elements of cost and applicable profit are to be stated in United States (U.S.) dollars only. The offeror shall state the exchange rate (if applicable) being used to convert any currency to U.S. dollars.

L.6.2 The cost/price factor volume shall include the following:

L.6.2.1 ERS Pricing Labor Matrix (Attachment 0002): MA IDIQ Contract Ceiling Rates.

L.6.2.1.1 The offeror shall fill in all proposed fully loaded labor rates (to include profit/fee) directly in the ERS Pricing Labor Matrix (Attachment 0002) in accordance with the instructions detailed within said attachment. These rates will become the ceiling rates for all future task orders awarded under the ERS contract suite. Ceiling rates will cap the total cost per labor hour to the Government per labor category regardless of the contract type or whether the proposed labor is performed by the prime contractor or subcontractor or at an on-site or off-site location. In cases where subcontracted labor is used, ceiling rates include the subcontractor rate plus all applicable prime contractor indirect rates plus applicable prime contractor profit or fee.

L.6.2.1.2 The offeror shall ensure that the rates proposed for all of the labor categories subject to the Service Contract Act (SCA) comply with the minimums specified by the applicable Department of Labor (DoL) Wage Determination.

L.6.2.2 Robotics Task Order: The offeror shall prepare its cost/price factor volume consistent with the Robotics task order technical proposal provided under the Technical Factor; see paragraph L.5.

L.6.2.2.1 Offerors Format Spreadsheets: The offeror shall provide spreadsheets, in accordance with its own accounting practices, as

Name of Offeror or Contractor:

added tabs to the ERS Prime Proposal Summary File - Robotics (Attachment 0012) or as a separate Excel file showing the proposed costs for each CLIN (as defined in Section B of the TOR). Each spreadsheet shall be organized by cost element (e.g., Direct Labor, Subcontracts, Material, Other Direct Costs, Overhead/Indirect, Fee, etc.) time phased by quarter and sub-totaled by calendar year.

L.6.2.2.1.1 Direct Labor: Costs for direct labor shall include the following:

(a) The offeror shall propose labor rates in accordance with the Government provided performance location estimates within Attachment 0012. These estimates are for proposal evaluations purposes only. The offeror shall provide the methodology of the proposed direct labor rate to demonstrate the makeup of any composite direct rate (i.e. several individual rates by location and associated weightings used to build a composite rate). The Offeror shall also provide the source (ERI, BLS, Payscale, Salary.com and etc.) used to determine the proposed direct labor rates are reasonable.

(b) a quarterly time-phased breakout of the direct labor hours, by labor category (cost element) appropriate to the offeror's accounting system.

(c) the labor rate for each category of direct labor, including the basis for the rate and any escalation used, and

(d) the direct labor cost (dollars).

L.6.2.2.1.2 ODC/Travel: These amounts shall be consistent with material, ODC, and travel amounts specified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

L.6.2.2.1.3 Subcontracts.

(a) a quarterly time-phased breakout of the subcontract costs, by subcontractor.

(b) The offeror shall provide support for the reasonableness of each proposed subcontractor labor rate such as quotations or recent purchase orders. If the subcontracted labor is to be contracted on a cost plus fixed fee basis, provide both the estimated cost and the fixed fee arrangement separate. The offeror shall also provide a narrative demonstrating that the cost of any subcontracted labor intended to be procured on a cost type contract realistically reflects the subcontractor's proposed effort to meet program requirements and objectives.

L.6.2.2.1.4 Rates: Show the quarterly time-phased application of the proposed direct and indirect rates.

L.6.2.2.1.5 Facilities Capital Cost of Money (FCCM): The offeror shall show the quarterly time-phased application of the proposed FCCM rates. The offeror shall identify the Treasury Rate used to develop the amount.

L.6.2.2.1.6 Fee: The offeror shall show the quarterly time phased application of the proposed Fee. The offeror shall state the Fee rate and the estimated total dollar amount included.

L.6.2.2.1.7 The offeror shall provide a list of the direct and indirect rates, by category and by year, used in the development of its proposal. Include, if applicable:

(a) The date of the current Cost Accounting Standards Board (CASB) Disclosure Statement;

(b) The effective date of the rates or the data that formed the basis for the rates (the date of the burden study analysis or payroll run, etc.);

(c) A narrative explaining the basis for the estimated rates. Specifically identify any escalation factors used;

(d) State whether these proposed rates represent a Forward Pricing Rate Submission (FPRS) or a Forward Pricing Rate Agreement (FPRA) and note the date of the agreement. If these rates represent a Forward Pricing Rate Proposal (FPRP) the offeror shall also provide the supporting pool and base information;

(e) State whether or not the business volume that would be generated if a task order was awarded to your firm as a result of this solicitation has been included in the proposed rate package;

(f) The ending month of the offeror's fiscal year;

(g) For each of the rate categories, the offeror shall provide both the prior and current fiscal years Incurred Cost rates. Indicate if the prior year rates have been audited. For the current years Incurred Cost rates provide the month ending for those rates.

L.6.2.2.2 U.S. Government Format Spreadsheets: The elements addressed below in (a) thru (f) will be entered into the ERS Prime Proposal Summary File - Robotics (Attachment 0012):

Name of Offeror or Contractor:

(a) The offeror shall provide the proposed breakout of Government provided total labor hours between prime and subcontractor for each of the Government provided labor categories.

(b) The offeror shall provide the proposed base labor rate for each proposed labor hour category.

(c) The offeror shall provide associated burdens, if any, on the proposed direct labor costs.

(d) The Government has provided estimated dollars for Travel/ODC. The offeror shall provide associated burdens, if any, on the Government provided Travel for the Robotics task order.

(e) The offeror shall provide the proposed FCCM and/or General and Administrative (G&A) rate, if applicable.

(f) The offeror shall provide the proposed fee.

L.6.2.2.3 Roadmap: The offeror shall provide a Roadmap from the offeror's Format Spreadsheets (L.6.2.2.1) to the U.S. Government Format Spreadsheet (L.6.2.2.2) within the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

L.7 VOLUME V - SMALL BUSINESS PARTICIPATION FACTOR**L.7.1 SBP Factor Volume**

L.7.1.1 Application: The SBP factor volume submission instructions apply to every offeror (U.S. and non-U.S.), regardless of size status or locations of working facilities or headquarters.

L.7.1.2 Definitions:

(a) "Affiliate" is defined in 13 CFR 121.103.

(b) "Alaskan Native Corporation" is defined in FAR 19.701 as any Regional Corporation, Village Corporation, Urban Corporation, or Group Corporation organized under the laws of the State of Alaska in accordance with the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1601, et seq.) and which is considered a minority and economically disadvantaged concern under the criteria at 43 U.S.C. 1626(e)(1). This definition also includes ANC direct and indirect subsidiary corporations, JVs, and partnerships that meet the requirements of 43 U.S.C. 1626(e)(2).

(c) "Contractor team arrangements (CTA)" are defined in FAR 9.601(1) and include partnerships, JVs, and prime and subcontractor relationships.

(d) "Indian Tribe" is defined in FAR 19.701 as any Indian tribe, band, group, pueblo, or community, including native villages and native groups (including corporations organized by Kenai, Juneau, Sitka, and Kodiak) as defined in the Alaska Native Claims Settlement Act (43 U.S.C.A. 1601 et seq.), that is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs in accordance with 25 U.S.C. 1452(c). This definition also includes Indian-owned economic enterprises that meet the requirements of 25 U.S.C. 1452(e).

(e) "Other Than Small Business" is any entity that is not a U.S. SB concern, including, but not limited to large businesses, educational institutions, non-profits, government entities, and foreign firms.

(f) "Small Business Teaming Arrangements (SBTA)" are defined in 13 CFR 125.1 and include JVs and prime and subcontractor relationships.

(g) "Subcontract" is defined in FAR 19.701 as any agreement (other than one involving an employer-employee relationship) entered into by a Government prime contractor or subcontractor calling for supplies and/or services required for performance of the contract, contract modifications, or subcontract.

(h) "U.S. small business concerns" are defined in FAR 19 and DFARS 19. U.S. small business concerns include small businesses (SBs), small disadvantaged businesses (SDBs), woman-owned small businesses (WOSBs), HUBZone small businesses (HUBZone SBs), veteran-owned small businesses (VOSBs), and service disabled veteran-owned small businesses (SDVOSBs).

L.7.1.3 Small Business Participation Factor Workbook (Attachment 0005) and Small Business Participation Factor Workbook Instructions (Attachment 0006):

(a) All offerors, including offerors who are themselves U.S. SB concerns for the NAICS code assigned to this requirement, are required to complete the Small Business Participation Factor Workbook (Attachment 0005), using the detailed Small Business Participation Factor Workbook Instructions (Attachment 0006).

Name of Offeror or Contractor:

(b) An offeror shall fill out the Small Business Participation Factor Workbook (Attachment 0005) with goals for this solicitation specifically, even if it is an OTSB submitting a Comprehensive Subcontracting Plan.

(c) The Small Business Participation Factor Workbook (Attachment 0005) shall be submitted in the Microsoft Excel workbook format with all tabs, formulas, and functions that are built into the template in the solicitation. Print image files or pictures (for example, a picture of an Excel spreadsheet embedded in a Word document) or files containing only values are not acceptable.

(d) Small Business Participation Factor Workbook (Attachment 0005) Fill-in Tabs ("Prime \$", "Sub \$", "SB Prime List", and "SB Sub List"): When filling in these tabs in the Workbook, the offeror shall include in the dollars for prime contractor participation and subcontractor participation the proposed amounts for all of the Basic CLINs and all of the Option CLINs identified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

(e) Small Business Participation Factor Workbook (Attachment 0005) Automatic Tabs (i.e., "Con" and "Rollup"): These tabs in the Workbook are filled in automatically based on the information the offeror filled in on the other four tabs. During its evaluation of the proposal, the Government will check for consistency. Therefore, the offeror shall use these tabs to check for consistency within the Small Business Participation Factor Submittal and between the Small Business Participation Factor Submittal and other parts of the proposal including the Subcontracting Plan and the offeror's other factor volumes.

L.7.1.4 Narrative: If the offeror has a CTA, the offeror shall submit a very brief introductory narrative that explains the arrangement. If any offeror has any other need to clarify or explain anything in the SBP factor volume, the information can be included in this narrative.

L.7.1.5 Signature Requirement for Proposed Subcontracts: The Small Business Administration (SBA) Dynamic Small Business Search (DSBS) Database is the official source for the SBA certified designations of 8(a), 8(a) JV, and HUBZone SB. The government may use this system to verify any SBA certifications of the prime and subcontractors. The government may also use the System for Award Management (SAM) to verify size, ownership, and any other information provided about the prime and subcontractors listed in the proposal. According to 13 CFR 121.411(b) the offeror cannot require subcontractors to use SAM. For any subcontractor listed in the proposal that is not registered in SAM, the offeror shall provide, in accordance with 13 CFR 121.411(f), a certification from that subcontractor verifying its SB size and socioeconomic status. This certification shall contain, on the same page as the size and status claimed, a signature of an official authorized to sign on behalf of the subcontractor.

L.7.1.6 Other Resources/Additional Data: In addition to the data submitted by the offeror, and the data found in the Government systems specifically referenced throughout paragraph L.7, the Government may use other resources to evaluate the offeror's SBP Factor submittal. The Government reserves the right, during clarification or discussion under FAR 15.306, to request additional data to support its assessment.

L.7.1.7 What Counts Toward an Offeror's proposed SBP Factor Goals: The offeror's extent of small business participation in each small business category will be calculated automatically on the Roll-up tab in the Small Business Participation Factor Workbook (Attachment 0005). The embedded formula takes the Dollars for portion of work to be performed by Small Business Prime and adds it to the Dollars for portion of work to be performed by First Tier Small Business Subcontractors, then divides the sum by the Total Contract Amount, and multiplies the result by 100 to obtain the percentage. The Total Contract Amount is defined as the Total Proposed Amount for all of the Basic CLINs and all of the Option CLINs identified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

(a) The following count toward an OTSB Offeror's proposed SBP factor goals:

(1) The dollars for first-tier SB subcontracts.

(2) The dollars for first-tier SB subcontracts of first-tier affiliates for work related to the contract. For purposes of this SBP factor and the subcontracting plan, first-tier affiliates are considered part of the prime.

(3) The dollars for first-tier SB subcontracts of JV members for work related to the contract.

(4) The dollars the offeror has been designated to receive as a SB and SDB credit from an Alaskan Native Corporation (ANC) or Indian Tribe subcontract at first or lower tiers.

(b) The following count toward a SB Offeror's proposed SBP factor goals:

(1) The dollars for the portion of the work to be performed as a SB prime.

(2) The dollars for first-tier SB subcontracts.

(3) The dollars for first-tier SB subcontracts of first-tier affiliates for work related to the contract. For purposes of this SBP factor, first-tier affiliates are considered part of the prime.

(4) The dollars for the portion of work to be performed as a small business JV prime. This includes any separate legal

Name of Offeror or Contractor:

entity as well as the JV members.

(5) The dollars for first-tier SB subcontracts of JV members for work related to the contract.

L.7.1.8 Differences between the SB Subcontracting Plan and SBP Factor:**(a) The Small Business Subcontracting Plan:**

(1) is not required of SBs.

(2) is developed and submitted in accordance with FAR 52.219-9 Small Business Subcontracting Plan and its ALT II and DFARS 252.219-7003 incorporated by reference in Section I (or DFARS 252.219-7004 if the Offeror has a comprehensive subcontracting plan) and TACOM Clause 52.219-4004 in Section L.

(3) is evaluated in accordance with the FAR, DFARS, and AFARS.

(4) has goals that are expressed as a percentage of Total Subcontracting Amount for all of the Basic CLINs and all of the Option CLINs identified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

(5) has goals broken out for the basic and each option period(s) separately.

(b) The SBP Factor:

(1) is required of all offerors, including SBs.

(2) is developed and submitted in accordance with this Section L clause.

(3) is evaluated in accordance with Section M.

(4) has goals that are expressed as a percentage of Total Contract Amount defined as the Total Proposed Amount for all of the Basic CLINs and all of the Option CLINs identified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

(5) has goals which are not broken out for the basic and each option period(s) separately.

*** END OF NARRATIVE L0001 ***

Name of Offeror or Contractor:

SECTION M - EVALUATION FACTORS FOR AWARD

M.1 BASIS FOR AWARD

M.1.1 The Government plans to award approximately 13 multiple-award indefinite-delivery, indefinite-quantity (MA IDIQ) contracts as a result of this solicitation which may consist of eight contract awards to small businesses (SBs) and five contract awards to other-than-small-businesses (OTSBs) that provide the Best Value to the Government when evaluated in accordance with the criteria described below, and subject to the provisions contained herein. SBs are eligible to compete for award of task orders set aside for SB concerns (restricted pool) and to compete for task orders to be awarded via full and open competition (full and open pool). OTSBs are eligible to compete for task orders to be awarded via competition (full and open pool). See paragraph M.1.1.1 for definitions of the restricted pool and the full and open pool. The Government reserves the right to award more or less than 13 MA IDIQ contracts. Additionally, the Government reserves the right to make no award(s) as a result of this solicitation.

The evaluation of proposals submitted in response to this solicitation will be conducted on a Best Value basis using source selection trade off procedures. The source selection authority (SSA) will weigh the merits of the non-cost/price factors against the total evaluated cost/price of the task order in arriving at the final source selection decision. As part of the Best Value determination, the relative strengths versus weaknesses and associated risks of each offeror's proposal in the non-cost/price factors, as well as the total evaluated cost/price of the Robotics task order, will be considered in selecting the proposals that are most advantageous and represent the Best Value to the Government. In addition, in order to receive an MA IDIQ contract award, all labor rates proposed by the offeror within the ERS Pricing Labor Matrix (Attachment 0002) must be deemed reasonable by the Government. This may result in MA IDIQ contract awards to the offeror(s) whose proposals do not necessarily represent the lowest total evaluated cost/price.

M.1.1.1 The Government will evaluate proposals at the MA IDIQ contract level within two separate pools: 1) a restricted pool and 2) a full and open pool. The restricted pool will contain all offerors who certify as a SB under North American Industry Classification System (NAICS) code 811111, General Automotive Repair. The full and open pool will contain all offerors who do not qualify for the restricted pool.

M.1.2 Selection of the successful offerors will be made following an assessment of each proposal against the requirements described herein and the criteria set forth in M.4.

M.2 GENERAL

M.2.1 The Government intends to make multiple awards that represent the Best Value to the Government, to those offerors who satisfy all of the responsibility criteria set forth in FAR 9.104.

M.2.2 The Government reserves the right to discuss any information submitted by an offeror relating to provision L.3.7, "Organizational Conflict of Interest (OCI)." The contracting officer may initiate such dialogue at any time during the evaluation of proposals.

M.2.3 The Government reserves the right to discuss any information submitted by an offeror relating to Facility Clearances (FCLs). The contracting officer may initiate such dialogue at any time during the evaluation of proposals (Reference L.3.8).

M.2.4 The Government reserves the right to discuss any information submitted by an offeror relating to provision L.3.10, "Joint Venture" (JV). The contracting officer may initiate such dialogue at any time during the evaluation of proposals. Offerors proposing under a JV that fail to provide verification of an established JV will not be treated as a JV and may be rejected in accordance with M.3.1.2.

M.3 REJECTION OF OFFERS

M.3.1 Offerors shall carefully read and provide all the information requested in the Proposal Instructions contained in Section L. If there are parts of the Section L instructions that an offeror does not understand, the offeror shall request written clarification from the contracting officer before the closing date of this solicitation. Reference L.1.6. In accordance with FAR 52.215-1, "Instructions to Offerors Competitive Acquisition," the Government may reject any or all proposals if such action is in the Government's interests.

M.3.1.2 The Government may reject any offeror's proposal that fails to meaningfully comply with the Proposal Preparation Instructions specified in Section L of this solicitation. Examples of when an offeror's proposal fails to meaningfully comply include:

M.3.1.2.1 When an offeror's proposal merely offers to perform work according to the solicitation terms or fails to present more than a statement indicating its capability to comply with the solicitation terms and does not provide support and elaboration as specified in Section L of this solicitation.

M.3.1.2.2 When an offeror's proposal fails to provide any of the data and information required in Section L.

M.3.1.2.3 When an offeror's proposal provides some data and information, but omits significant material data and information required in Section L.

CONTINUATION SHEET	Reference No. of Document Being Continued	Page 26 of 28
	PIIN/SIIN W56HZV-14-R-0031	MOD/AMD 0003

Name of Offeror or Contractor:

M.3.1.2.4 When an offeror's proposal merely repeats the contracts SOW/PWS without elaboration.

M.3.1.3 The Government may reject any offeror's proposal that offers a service that does not meet all stated material requirements of the solicitation.

M.3.1.4 The Government may reject any offerors proposal that takes exception(s) to the attachments, exhibits, enclosures, or other solicitation terms and conditions.

M.3.1.5 The Government may reject any offeror's proposal that contains one or more Organizational Conflicts of Interest (OCI) for which sufficient negation or mitigation has not been proposed. Refer to Section L paragraph L.3.7 of this solicitation, "Organizational Conflict of Interest."

M.3.1.6 The Government may reject any offeror who does not have an adequate accounting system prior to award IAW L.3.9.

M.3.2 SOURCE SELECTION AUTHORITY

The SSA is the official designated to direct the source selection process and select the offeror(s) for contract award.

M.3.3 SOURCE SELECTION EVALUATION BOARD (SSEB)

A SSEB has been established by the Government to evaluate proposals in response to this solicitation. The SSEB is comprised of technically qualified individuals who have been selected to conduct this evaluation in accordance with the evaluation criteria for this solicitation. Careful, full and impartial consideration will be given to the evaluation of all proposals received pursuant to this solicitation.

M.3.4 RESPONSIBILITY

M.3.4.1 Determination of Responsibility and Eligibility for Award: Per FAR 9.103, contracts will be placed only with contractors that the Contracting Officer determines to be responsible. Prospective offerors, in order to qualify as sources for this acquisition, must be able to demonstrate that they meet standards of responsibility set forth in FAR 9.104. No award will be made to an offeror who has been determined to be not responsible by the Contracting Officer. To verify each offeror meets the responsibility criteria contained in FAR 9.1, the Government reserves the right to request additional information, to include, but not limited to the following:

M.3.4.1.1 A Pre-Award Survey on any or all offerors;

M.3.4.1.2 Technical and/or financial information to include verification of an adequate accounting system in accordance with L.3.9. Failure to provide the requested information within seven business days from the date the request was received, may result in a determination the offeror is not responsible; and/or

M.3.4.1.3 Authorization to visit the offeror's facility. An offeror's refusal to authorize the Government to visit the contractors facility may result in a determination the offeror is not responsible. If the Government visits the offeror's facility, the offeror shall ensure that it has current data relevant to its proposal available for the Government to review.

M.3.5 IMPORTANCE OF COST/PRICE FACTOR

The Best Value to the government may not necessarily be the offeror(s) with the lowest evaluated cost/price. However, the closer the evaluation of the offerors are in the non-cost/price factors, the more important cost/price becomes in the decision. Notwithstanding the relative order of importance of the evaluation factors as stated within paragraph M.4.3, cost/price may be controlling when:

M.3.5.1 Proposals are considered approximately equal in non-cost/price factors; or

M.3.5.2 An otherwise superior proposal is unaffordable; or

M.3.5.3 The advantages of a higher rated, higher cost/price proposal are not considered to be worth the cost/price premium.

M.4 TRADEOFF PROCESS EVALUATION FACTORS AND RELATIVE IMPORTANCE

M.4.1 Selection of successful offerors will be made following an assessment of each proposal, based on the response to the information called for in Section L and against the solicitation requirements and the evaluation criteria described in Section M. The Government will evaluate proposals as specified herein. Each evaluation will include narrative support for the evaluation conclusions under each factor.

M.4.2 The Government will assess each offeror on four Factors: (1) Experience; (2) Technical, (3) Cost/Price, and (4) Small Business Participation (SBP).

Name of Offeror or Contractor:

M.4.3 The experience factor is more important than the technical factor. The technical factor is slightly more important than the cost/price factor. The cost/price factor is slightly more important than the SBP factor. The non-cost/price factors, when combined, are significantly more important than the cost/price factor.

M.5 EVALUATION OF VOLUME II - EXPERIENCE FACTOR (reference the proposal information required to be submitted in response to L.4)

M.5.1 The Government will assess the risk that the offeror will successfully perform the required effort. This assessment will result in the application of a Confidence Rating which will be based upon the extent to which recent prior experience described is relevant to the following solicitation requirements:

M.5.1.1 Service contracts performed either as the prime contractor that involved contractor team arrangement(s) (as defined by FAR 9.601) with at least three other organizations not including the prime contractor, or service contracts performed as the prime contractor that involved the award of subcontracts to at least three other organizations. Include detail discussing the type and portion of work performed by each firm to accomplish tasks relevant to the ERS SOW key tasks set forth in paragraphs C.4.1-C.4.6.

M.5.1.2 Service contracts performed either as the prime contractor or subcontractor that required simultaneous deployment and management of at least six individuals to at least three separate OCONUS locations (in any combination). For this solicitation, 'management of deployed individuals' includes the pre-deployment recruitment, training, and processing in and out of the National Deployment Center (or equivalent), and ensuring deployed personnel accomplished the mission once deployed.

M.5.1.3 Service contracts performed either as the prime contractor or subcontractor which required mechanical or electrical technical maintenance of military vehicles or systems, to include, ground, air, or sea vehicles. This experience may include activities such as maintenance, repair, fault isolation, troubleshooting and replacement of subsystems or parts, in conjunction with military or commercial maintenance manuals.

M.5.2 Even where the offeror's proposal identifies experience for itself, the Government will consider whether the benefits of the cited experience are reasonably likely to be employed/realized should the offeror subsequently be awarded an IDIQ contract.

M.6 EVALUATION OF VOLUME III - TECHNICAL FACTOR (reference the proposal information required to be submitted in response to L.5)

M.6.1 This factor will be evaluated to assess the risk that the offeror's proposed approach will meet the schedule and performance requirements of the Robotics task order, through effective and detailed planning as follows:

M.6.1.1 The Government will evaluate the offeror's analysis and discussion of key success drivers and risks of the Robotics PWS (Attachment 0010) in the areas of performance, schedule, and cost efficiencies, to assess the proposal risk probability that the offeror will successfully achieve task order requirements and objectives.

M.6.1.2 Based on the offeror's analysis of the Robotics PWS (Attachment 0010), the Government will: (1) evaluate the extent to which the offeror identified specific and necessary tasks required for the completion of the task order requirements along with a detailed and reasonable explanation of the proposed approach for executing those tasks; and (2) assess the risk the offeror's proposed technical approach will result in timely completion of the task order requirements.

M.7 EVALUATION OF VOLUME IV COST/PRICE FACTOR (reference the proposal information required to be submitted in response to L.6)

M.7.1 The cost/price factor volume evaluation will include consideration of the reasonableness, as defined in paragraph M.7.3, of each of the proposed fully loaded labor rates (to include profit/fee) in the ERS Pricing Labor Matrix (Attachment 0002) for the MA IDIQ contract.

M.7.2 The cost/price factor volume evaluation will also consider the total evaluated cost/price to the Government, as derived from the ERS Prime Proposal Summary File - Robotics (Attachment 0012), to accomplish the technical approach for the Robotics task order. The assessment of the total evaluated cost/price will include consideration of the reasonableness of both the FFP CLIN and CPFF CLINs, as defined in paragraph M.7.3, and realism of the CPFF CLINs, as defined in paragraph M.7.4, of the proposed cost/price.

M.7.3 Reasonableness: A cost/price is considered reasonable if it does not exceed what would be incurred by a prudent person in the conduct of competitive business.

M.7.4 Cost Realism: The Government will evaluate cost realism by independently reviewing and evaluating the specific elements of the offeror's proposed cost estimate to determine whether the cost realistically reflects the offeror's proposed approach to meet program requirements and objectives. The result of the cost realism evaluation will be a determination of the most probable cost to the Government (which consists of cost and fee). The most probable cost will be determined by adjusting the offeror's proposed cost to reflect any additions or reductions to cost elements to realistic levels based on the results of the realism analysis.

M.7.5 The Government will assess the proposed fully loaded labor rates in the ERS Pricing Labor Matrix (Attachment 0002) and the total evaluated cost/price from the ERS Prime Proposal Summary File - Robotics (Attachment 0012) using one or more of the price and cost analysis techniques and procedures identified in FAR 15.404-1. The ERS Pricing Labor Matrix (Attachment 0002) will only be evaluated to

Name of Offeror or Contractor:

determine reasonableness. The ERS Prime Proposal Summary File - Robotics (Attachment 0012) will be evaluated to determine both reasonableness and cost realism.

M.8 EVALUATION OF VOLUME V - SBP FACTOR (reference the proposal information required to be submitted in response to L.7)

M.8.1 The evaluation will consist of the following:

M.8.1.1 An assessment of the extent of the offeror's proposed levels of participation by SB concerns compared against the Government's goals for SBs in the categories listed below for this solicitation and expressed as a percentage of 'Total Contract Amount'. The term 'Total Contract Amount' is defined as the total proposed amount for all of the Basic CLINs and all of the Option CLINs identified in the ERS Prime Proposal Summary File - Robotics (Attachment 0012).

- 15% for SB
- 2% for Small Disadvantaged Business (SDB)
- 2% for Woman Owned Small Business (WOSB)
- 1% for Historically Underutilized Business Zone Small Business (HUBZone SB)
- 1% for Veteran Owned Small Business (VOSB)
- 1% for Service-Disabled Veteran-Owned Small Business (SDVOSB)

M.8.1.2 An assessment of the probability that the offeror will achieve the proposed levels, or the risk the offeror will not achieve the proposed levels, during performance of the contract. The assessment of probability or risk is against the offeror's proposed goals and not the Government's goals listed above for the solicitation. If the offeror is awarded the contract, the offerors proposed goals will be incorporated into the contract and will be the goals against which performance will be measured. If the awardee is an OTSB, the proposed goals will be incorporated via the Small Business Subcontracting Plan goals, which shall be consistent with the goals proposed for the Small Business Participation Factor.

*** END OF NARRATIVE M0001 ***

PIIN/SIN W56HZV-14-R-0031
MOD/AMD 0003
ATT/EXH ID Attachment 0002
PAGE 1

The ERS Pricing Labor Matrix (with Labor Descriptions/Minimum Qualifications) (Attachment 0002) is provided as a Microsoft Excel Workbook and can be accessed at: <https://contracting.tacom.army.mil/services/S3/S3.htm>

PERFORMANCE WORK STATEMENT (PWS)

Robotics, Maintenance, Logistics and Systems Engineering & Technical Assistance (SETA) Support Services

PART 1
GENERAL INFORMATION

1. General: This is a non-personal services contract to provide the Robotic Systems Joint Program Office (RSJPO) the necessary maintenance, logistics, and SETA services to accomplish its mission to ensure the Joint Warfighter is equipped with Robotic warfighting capability. This mission includes the deployment, systems engineering, integration, testing, fielding, sustainment, and improvement of unmanned systems which form the backbone of the future force. The Government will not exercise any supervision or control over the contractor personnel performing the services herein. Contractor personnel shall be accountable solely to the Contractor.

1.1 Introduction: The Contractor, as an independent Contractor and not as an agent of the Government, shall provide qualified personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items necessary to perform the services as defined in this PWS, except for those items specified as Government furnished property and services in Part 3 below. The Contractor shall perform to the standards identified in this Task Order.

1.2 Background: The RSJPO has the requirement to provide a large spectrum of Robotic Systems to assist the Joint Warfighter. In order to successfully provide these systems, the RSJPO must maintain a fully staffed Technical, Management, and Logistics organization capable of responding to the current and future robotics systems needs of the Joint Warfighter including maintenance, repair, training, warehousing, logistics and engineering support services to troops both CONUS and OCONUS.

1.3 Objectives: The objectives of this PWS are to provide RSJPO the necessary SETA, logistics, and maintenance services to meet its global mission in support of the Joint Warfighter.

1.4 Scope: The scope of this effort is set forth in Part 5 below.

1.4.1 Supported Systems RSJPO Robotic Systems for which support will be provided under this PWS include all of the following:

- a. TALON family of systems,
- b. MARCbot,
- c. Packbot family of systems,
- d. Fastac,
- e. Mini-EOD and SUGV family of systems,
- f. Route Reconnaissance and Clearance Robot (R2C),
- g. Engineering Squad Robot (ESR),
- h. Man Transportable Robotic System (MTRS) Increment II,
- i. M-160 light flail,
- j. Robotic applique kits on the Husky,
- k. Robotic applique kits on the MRAP family of systems,
- l. HMMWV, Rapid Equipping Force (REF) and Joint Improvised Explosive Device Defeat Organization (JIIEDDO) projects,
- m. RSJPO system and subsystem prototypes

1.5 Period of Performance:

- Base Period (3 months)
- Base Surge Option (3 months)
- Option Period 1 (9 months)
- Option Period 2 (12 months)
- Option Period 3 (12 months)

The period of performance of this Task Order shall be for one Base period (3 months), which may, at the Governments sole discretion, be extended, in whole or in part, an additional 33 months in the form of a base surge option, a nine-month option and two-twelve month options, which may be exercised separately, in whole or in part, by the Contracting Officer to extend the period of performance.

Options: The Government reserves the right to extend the term of this Task Order at the prices set forth in accordance with the terms and conditions contained in clause 52.217-9 entitled, Option to Extend the Term of the Contract, see the Task Order Request, Section I at 1.b.

1.6 General Information:

1.6.1 Quality Control: The Contractor shall develop and maintain an effective Quality Control (QC) Program to ensure services are

performed in accordance with this PWS and Performance Standards (see Section 7, Technical Exhibit 1). The Contractor shall develop and implement procedures to identify and prevent recurrence of defective services. The Contractor shall develop and maintain a Quality Control Plan (QCP) describing the QC Program. The Contractor shall deliver the QCP within 30 business days after task order award IAW CDRL A005.

The Contractors QCP shall be subject to review and approval by the Government throughout the contract period. The QCP shall be the basis of the Contractors QC Program and shall address all quality requirements.

1.6.2 Government Quality Assurance: The Government will evaluate the Contractors performance under this Task Order in accordance with the Performance Standards outlined in Technical Exhibit 1.

1.6.3 Recognized Holidays: Contractor employees working outside CONUS (excluding Alaska and Hawaii) must report to their place of performance on the following Federal Holidays unless otherwise notified:

- New Years Day
- Martin Luther King Jr.s Birthday
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

When the holiday is on a Saturday, the preceding Friday will be the federal holiday. When the holiday is on a Sunday, the following Monday will be the federal holiday.

1.6.4 Hours of Operation: The Contractor is responsible for conducting services beginning as early as 6:00 AM and ending as late as 6:00 PM, Monday through Friday, except when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this performance work statement when the Government facility is open for normal operations.

1.6.4.1 Work Schedule: For Contractors serving in CONUS, a standard workweek will consist of 40 hours, 8 hours per day, 5 days per week (except as provided by 1.6.3, above), 52 weeks per year, with the possibility of overtime for personnel for a maximum work schedule of 12 hours per day, 7 days per week, 52 weeks per year to include holidays and weekends, based on mission requirements. The Contractor shall request overtime in writing, in advance, to the COR who will obtain approval from the Contracting Officer. Overtime requests shall provide information that will be representative of the way overtime hours are presented in the Contractor's Monthly Report (A001) to include: place(s) where overtime will be performed, date(s) when overtime will be performed, number of employees that require overtime, overtime breakdown by employee, total number of overtime hours requested, and justification for the overtime. The Contractor shall verify that there are sufficient funds available on the task order labor contract line item number (CLIN) to cover the overtime hours/cost with the OT request submission. After completion of the mission, the Contractor shall provide the COR with the actual overtime hours worked for verification purposes. For Contractors serving OCONUS, a standard work-day is 12 hours with a standard work week seven (7) days, Monday through Sunday.

Lunch breaks shall be unpaid and shall not be part of the 12 hour or 8 hour workday; the Contractor shall not bill the Government for any lunch periods. For Contractors in CONUS or OCONUS, only actual hours worked (productive hours) shall be billed to the task order; those hours not worked (non-productive hours) shall not be billed to the task order.

1.6.5 Place of Performance: The work to be performed under this Task Order will be performed at the following locations:

- TACOM Warren, MI
- Selfridge Air National Guard Base, MI
- Huntsville, AL
- Fort Irwin, CA
- 29 Palms, CA
- Fort Carson, CO
- Tyndall AFB, FL
- Fort Benning, GA
- Fort Stewart, GA
- Fort Riley, KS
- Fort Campbell, KY

- Fort Polk, LA
- Fort Leonard Wood, MO
- Camp Shelby, MS
- Fort Bragg, NC
- Fort Drum, NY
- Fort Sill, OK
- Fort Bliss, TX
- Fort Hood, TX
- Fort Lee, VA
- Quantico, VA
- Fort Eustis, VA Fort A.P. Hill, VA
- Fort Lewis, WA
- National Capital Region, Wash. DC
- Afghanistan

1.6.6 Type of Contract/Task Order: This effort shall be performed on a Cost-Plus-Fixed-Fee basis with travel on a cost-reimbursable (no fee) basis. A 60 day Phase-In period will be included on a Firm-Fixed Price basis.

1.6.7 Security Requirements: All Contractor personnel must possess a SECRET clearance. Contractor personnel possessing an Interim SECRET security clearance may perform tasks under this TO only after receiving prior written authorization from the Contracting Officer. Such authorizations may only be issued by the Contracting Officer on a case-by-case basis. Each contractor employee assigned to perform tasks under this TO must maintain the required SECRET clearance during the period of performance in order to access Government databases and Local Area Network in accordance with Army Regulation AR 25-2 and AR 380-67. The security requirements are in accordance with the attached DD254 (Attachment 0019).

1.6.7.1 Common Access Card (CAC)/Key Control. The Contractor shall implement procedures to track and account for all keys/CACs issued to the Contractor by the Government, shall immediately report the loss or misplacement of keys/CACs and shall also report any unauthorized use of Government-issued keys/CACs to the Contracting Officer. NOTE: All references to keys include CAC and key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the QCP (A005). Such procedures shall include the return of Government issued keys/CACs by Contractor personnel no longer requiring access to secured areas.

1.6.7.1.1 The Contractor shall prohibit the use of Government issued keys by any persons other than the Contractor's employees. The Contractor shall prohibit Contractor employees from permitting unauthorized personnel to enter designated work areas.

1.6.7.1.2 The contractor is responsible for obtaining required identification cards, tags, and badges in accordance with AR 600-8-14.

1.6.7.1.3 The contractor and subcontractor(s), if any, shall successfully complete a background security check of all personnel (SF-85P) requiring a CAC. Execution of SF-85P is a requirement for contractor personnel to receive a CAC. This must be completed before a Contractor employee may perform tasks under this TO or have access to the TO performance location(s).

1.6.7.2 All information or data developed or received under this task order shall be protected in accordance with DFARS 252.227-7025, Limitations on the Use or Disclosure of Government-Furnished Information Marked with Restrictive Legends, and the DD Form 254 found at Attachment 0013: TOR Attachment 4, Robotics DD 254; to solicitation W56HZV-14-R-0031. The Contractor shall not release any information or data to third parties without the express written approval of the Procuring Contracting Officer (PCO).

1.6.8 Meetings

1.6.8.1 Start of Work Meeting (SOWM): The start of work meeting shall be coordinated with the COR to a mutually agreed upon date to occur within ten (10) business days after award. The meeting shall be held at TACOM at the Detroit Arsenal in Warren, Michigan, and last no more than one, eight hour day.

The contractor shall supply an agenda to the COR five (5) business days prior to the scheduled start of work meeting for Government review and comment (A006). A final agenda shall be submitted to the COR no later than two (2) business days prior to the start of work meeting. The contractor shall prepare and submit to the COR summary/minutes of the start of work meeting within seven business (7) days after the start of work meeting. (A003)

1.6.8.2 Program Review: Program reviews shall be scheduled with the COR with a mutually agreed upon date to occur three (3), six (6), and nine (9) months after award; and, if applicable, three (3), six (6), and nine (9) months after exercise of an option.

1.6.8.2.1 The contractor shall supply an agenda to the COR five (5) days prior to the scheduled start of the program review for Government review and comment (A006). A final agenda shall be submitted to the COR no later than two (2) business days prior to the program review. The contractor shall prepare and submit to the COR a summary/minutes of the program review within seven (7) business

days after the program review. (A003)

1.6.9 Reserved

1.6.10 Contract Manager: The Contractor shall provide a Contract Manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the Contractor when the Contract Manager is absent shall be designated in writing to the Contracting Officer and the COR. The Contract Manager or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract. The Contract Manager or alternate shall be available between 0800 and 1500 Eastern Time, Monday thru Friday except Federal holidays (1.6.3) or when the Government facility is closed for administrative reasons.

1.6.11 Identification of Contractor Employees: All Contractor personnel are required to identify themselves as contractor personnel. The Contractor must also ensure that all documents or reports produced by Contractors are suitably marked as Contractor products and that Contractor participation is appropriately disclosed. When on Government sites, Contractor personnel shall be required to obtain and wear badges and may be required to wear suitable business attire.

1.6.12 Contractor Travel: _

Contractor personnel may be required to travel in order to perform this task order. The COR must authorize all travel in advance. Authorized travel shall be payable as a direct cost and vouchers for reimbursement of travel shall be included with the monthly invoice and approved by the COR prior to payment. There will be no reimbursement for local travel in and around contractors place of performance (within 50 mile radius). The contractor shall provide a written certification, prior to travel, that funds are available on the travel CLIN to complete the travel. Contractor shall arrange for travel in accordance with the Joint Travel Regulation and shall use the lowest available airfare and accommodations available during normal business hours IAW FAR 31.205-46(a)(1). Reimbursement for lodging and incidental expenses will be considered reasonable and allowable to the extent the costs do not exceed the rates set forth by the Joint Travel Regulation. In the event a hotels daily rate is above the authorized per diem rate, the contractor shall request prior approval from the COR before scheduling travel.

Within seven (7) business days after return from travel, the Contractor shall prepare a travel report summary identifying the purpose of the trip, results achieved, and the total cost of the trip, and submit the travel summary report to the FTR or, if no FTR has been appointed, to the COR (A007).

1.6.13 Government Approval of Individual Purchases of Other Direct Cost (ODC) Items:

1.6.13.1 If the contractor has a DCMA-approved purchasing system, the contractor shall obtain the advance written approval of the PCO for each ODC purchase it makes in excess of \$2,000.

1.6.13.2 If the contractor does not have, or does not maintain, a DCMA-approved purchasing system, the contractor shall obtain the advance written approval of the PCO for each ODC purchase it makes in excess of \$1,000.

1.6.13.3 As part of each request it makes for advance PCO approval, as per 1.6.13.1 or 1.6.13.2 above, the contractor shall summarize the steps it has taken to solicit, evaluate, and price the proposed purchase, sufficient for the PCO to verify the fairness and reasonableness of the proposed price.

1.6.14 Non Disclosure Agreement: The contractor shall execute the Use and Non-Disclosure Agreement prescribed at DFARS 227.7103-7 within five (5) business days of task order award and provide a copy to the COR and Contracting Officer by email. In paragraph (8) the contractor shall insert the last day of the task order period of performance, unless an alternate date is provided by the Contracting Officer.

1.6.15 Phase In/Phase Out Period: To minimize any decreases in productivity and to prevent possible negative impacts on additional services, the Contractor shall provide a phase-in and phase-out period as follows:

1.6.15.1 Phase-in: The Phase-In period shall be the initial 60 calendar days after task-order award.

1.6.15.1.1 Phase In Plan: The Contractor shall submit, within ten (10) business days of task order award, a detailed description of the procedures it will employ during the Phase-In period to meet full mission and operational capability. These procedures shall describe the steps the contractor will take and the processes it will use in order to be prepared to assume the complete responsibility for performance of the services cited in Part 5 at the end of the Phase-In period. These procedures shall include a detailed milestone chart and narrative describing the chronological sequence of events that will be accomplished during phase-in. (A011)

1.6.15.2 Phase-out

1.6.15.2.1 Phase-out Requirements

Sixty calendar days prior to the completion of this Task Order (to include option periods), an observation period shall occur to permit management personnel of the incoming workforce to observe operations and performance methods of the incumbent Contractor. This allows for orderly turnover of facilities, equipment, and records and ensures continuity of service. The Contractor shall not defer any requirements for the purpose of avoiding responsibility or of transferring such responsibility to the succeeding Contractor. The Contractor shall fully cooperate with the succeeding Contractor and the Government.

1.6.15.2.2 Phase-Out Plan

The Contractor shall establish and implement plans for an orderly phase-out of the contracted operations at the expiration of this Task Order. (A012).

1.6.16 Deployment

1.6.16.1 Contractor personnel must possess appropriate documentation (i.e. passports, visa, etc.) prior to deployment to enter the task areas and perform this mission.

1.6.16.1.1 Weapons: Contractor employees are not authorized to carry a Government furnished weapon for self defense purposes in the Area of Responsibility (AOR). Contractor employees will not possess personally owned firearms in the AOR.

1.6.16.1.2 Hazardous/War Zone: When and if entrance into a war zone area is required, the Government shall immediately notify the Contractor.

1.6.16.2 The Contractor, at its own expense, may rotate or replace personnel in OCONUS locations provided the rotating employees have received Individual Replacement Deployment Operation (IRDO) training, obtained a Common Access Card (CAC) through the Contractor Verification System (CVS), and have a valid Letter Of Authorization (LOA) in the Synchronized Predeployment Operational Tracker (SPOT) system.

1.6.16.3 Personnel deployed to OCONUS locations shall be entitled to one (1) rest and relaxation (R&R) after having worked for a period of ninety (90) consecutive calendar days within twelve (12) months of continuous service. This R&R shall not exceed twenty-one (21) consecutive calendar days. The time for R&R begins when the employee leaves or is considered in a non-working status and ends when (s)he returns to base or a working status. The Government will only reimburse for airfare not to exceed (NTE) \$3,000.00 (USD)/trip. Hourly wages or per diem are not allowable costs for R&R. (Joint Travel Regulations (JTR) found: <http://www.defensetravel.dod.mil/site/travelreg.cfm>)

1.6.16.4 Deployment Processing

1.6.16.4.1 Contractor personnel deploying to SWA must attend Individual Replacement Deployment Operation (IRDO) training at Camp Atterbury for deployment processing prior to deployment.

1.6.16.4.2 IRDO is a six (6) day process. It starts on Sunday and ends the following Friday.

1.6.16.4.3 The Government must make an appointment for processing for each Contractor deploying personnel no more than 6 weeks prior to deployment. Appointments are made by visiting the SCHEDULING section of the IRDO website at <http://www.campatterbury.in.ng.mil/CivilianContractorDeploymentRedeploymentInfo/tabid/1101/Default.aspx>; additional IRDO information can be obtained from this website, also.

1.6.16.4.4 Upon arrival at Camp Atterbury, Contractor personnel shall report to the 138th Regional Training Institute Professional Education Center, Building 5, Camp Atterbury, Edinburg, IN.

1.6.16.4.5 The Contractor shall coordinate all IRDO enrollments with the COR.

1.6.16.4.6 Contractor personnel attending IRDO must bring copies of their medical and dental records that are valid for the deployment period (Note: Physicals are valid for 1 year; Medical Validations are good for 30 days).

1.6.16.4.7 The Contractor shall pay for shots, physicals, and any other needed medical evaluations required in order for its designated employees to be medically cleared for deployment. The Contractor shall be prepared to go off-post to complete any additional medical requirements identified during the IRDO medical clearance process.

1.6.16.4.8 If the Contractor is deploying personnel hereunder who have deployed through IRDO before, such personnel shall bring any and all previously issued equipment (examples: Kevlar vest, Kevlar helmets, and sleeping bags) with them when they report to IRDO. If the Contractor personnel do not have the equipment issued by CRC/IRDO from prior deployment occurring under this task order, the Contractor shall be held responsible for any previously issued equipment before new equipment is issued.

1.6.16.4.9 Personnel Support/Letter of Authorization (LOA). Every deploying contractor employee must obtain a Common Access Card (CAC) and a letter of authorization (LOA) from the Synchronized Predeployment & Operational Tracker (SPOT) system, prior to deploying to Afghanistan. The Contractor shall provide information to enable the Government to develop a LOA containing all the information that is needed to request a Call Forward and IRDO request. The Contractor shall provide transportation for their personnel from point of origin to IRDO and return.

1.6.16.4.10 The Common Access Card (CAC) will be issued to Contractor personnel at the IRDO.

1.6.16.4.11 The COR will validate each Contractor request for an LOA. The Contracting Officer will, if appropriate, approve the LOA for each deploying Contractor employee in the SPOT system authorizing the following privileges and support, subject to availability: Army Post Office, CAAF, billeting, commissary, Government furnished meals, dining facility, excess baggage, military issued protective equipment, resuscitative care and emergency medical/dental, military air, transportation, military exchange, military banking, I.D. card/CAC as identified in clause 5152.225-5908. In addition, to the privileges and support listed in the clause, for Afghanistan only LAUNDRY IS AUTHORIZED: The Government will provide contractor personnel/employees the equivalent no-cost laundry service available to Government employees and military personnel. The Contractor shall use the Synchronized Predeployment & Operational Tracker (SPOT) data base before traveling to IRDO for processing. The following is the SPOT internet address: <https://spot.altess.army.mil/privacy.aspx>.

1.6.16.4.12 The Contractor shall review and familiarize its employees with DA PAM 715-16, which can be found at <http://www.aschq.army.mil/gc/files/PAM71516.pdf>, Contractor Deployment Guide. The Contractor shall bring up any outstanding questions or issues due to this guide at the Start of Work meeting, prior to deployment of personnel. At any point during the performance of work on this task order the Contractor shall notify the COR in writing if there are any issues or violations of DA PAM 715-16 requirements.

1.6.16.5 The Government will provide transportation to the AOR from CONUS and then for return to CONUS. If for any reason an employee must be removed from AOR OCONUS prior to the end of the deployment period, as exercised in the task order, that employees transportation is considered a rotation and at the expense of the contractor under Section 1.6.16.2. This would be from the nearest major airport that has flights to Southwest Asia. Excess baggage is only authorized consistent with military travel policies in effect. The Government will provide transportation into and out of AOR sites. The flights into and out of AOR sites will be by military aircraft. The Government will furnish on-site transportation for contractor employees located in AOR.

1.6.16.6 Living Conditions.

1.6.16.6.1 Depending on the AOR, the Government will provide housing for the contractor employees in AOR, meals, billeting, Resuscitative Care (emergency medical care, emergency dental care), use of APO/FPO, and access to base exchange, commissary, on- post bank, morale and welfare activities and available chaplains. If subsistence changes during deployment (e.g. the Combatant Commander or subordinate Commander changes the authorizations), the Contractor must notify the Contracting Officer. AFGHANISTAN: Emergency care will be available in accordance with DFARS 252.225-7040 (DEVIATION 2013-00015), paragraph (c)(2)(i).

Reimbursable emergency medical services are billable to the Defense Base Act (DBA) Insurance carrier. Therefore, each LOA shall include the policy number, address, and POC information for the DBA insurance carrier. The DBA insurance is not required until after award; however, contractors shall provide the information prior to deploying personnel.

1.6.16.6.2 The contractor employees accompanying the force are not authorized to wear military uniform, except for specific items required for safety and security. The Combatant Commander, subordinate Joint Force Commander (JFC), or Army Force (ARFOR) Commander may require that Contractor employees be issued and be prepared to wear Organizational Clothing and Individual Equipment (OCIE), to include Chemical, Biological, and Radiological Element (CBRE) and High-Yield Explosive defensive equipment, necessary to ensure Contractor personnel safety and security.

1.6.16.6.3 The contractor employees shall sign for all issued OCIE to acknowledge receipt and acceptance of responsibility for the proper maintenance and accountability of the OCIE. The Contractor employees shall return all issued OCIE to the Government at the place of issue unless directed otherwise by the Contracting Officer. The Contractor shall reimburse the Government for OCIE lost, stolen, or damaged due to Contractor negligence or misconduct.

1.6.16.6.4 While performing duties in accordance with the terms and conditions of the task order, the Service Theater Commander will provide force protection to the contractor employee(s) commensurate with that given to Service/Agency (e.g. Army, Navy) civilians in the operations area. As required by the operational situation, the Government may at its discretion relocate contractor employees to a safe area or evacuate them from the area of operations. The U.S. State Department has responsibility for evacuation of non-essential personnel.

1.6.16.6.5 The Contractor shall ensure that each employee who is hired by or for the Contractor (including subcontractors) and who may be required to deploy in support of military operations acknowledges in writing that they understand the danger, stress, physical hardships, and field living conditions that are possible if the employee deploys in such support. The Contractor shall ensure that contents of this paragraph are included in all subcontracts.

1.6.17 Deployment Information. The below is intended to supplement and clarify DFARS 252.225-7040 (DEVIATION 2013-00015) Contractor Personnel Authorized to Accompany US Armed Forces Deployed Outside the United States . In the event of a conflict or ambiguity between this Section and DFARS 252.225-7040 (DEVIATION 2013-00015), the DFARS provisions shall control.

1.6.17.1 Prior to deployment, the Contractor shall ensure that all deployable personnel are medically and physically fit to endure the rigors of deployment in support of a military operation IAW AFARS 5152.225-5902. Employees who fail to meet medical or fitness standards: who become unfit through their own actions, will be removed from the area of operations and replaced at the Contractors expense. Deploying contractor employees shall carry with them a minimum of a 180 day supply of any medication they require. Military facilities will not be able to replace many medications required for routine treatment of chronic medical conditions such as high blood pressure, heart conditions, asthma, and arthritis. Contractor employees should review both the amount of the medication and its suitability in the foreign area with their personal physician and make any necessary adjustments prior to deployment. See AFARS 5152.225-5907.

1.6.17.2 If glasses are required, contractor employees will deploy with two pairs of glasses and a current prescription. Copies of the prescription will be provided by the employee to the CRC/IRDO so that eyeglass inserts for use in a compatible chemical protective mask can be prepared.

1.6.17.3 The Government requires a medical screening at the IRDO for FDA approved immunizations, which shall include DNA sampling. The Government shall provide the contractor employees with Chemical Defensive Equipment (CDE) familiarization training commensurate with the training provided to Department of Defense civilian employees. The training and equipment will be provided at the IRDO for employees traveling from CONUS.

1.6.17.4 The Government shall provide the contractor employees with the necessary Isolated Personnel Report (ISOPREP) and Survival Evasion Resistance Escape (SERE) training. This training will be conducted at the IRDO.

1.6.17.5 The Contractor shall ensure that their employees obtain any appropriate passports and VISAs before they will be allowed to enter IRDO. The Contractor shall ensure that all deploying individuals have the required identification tags and cards prior to deployment. In addition to the DD FM 489 (Geneva Convention Card) issued at the point of deployment, all Contractor employees will be issued personal identification tags and a CAC, if available before deployment. Personal identification tags will include the following information: full name, social security number, blood type, and religious preference. Contractor employees will maintain all issued cards and tags on their person at all times while OCONUS. These cards and tags shall be obtained through CRC/IRDO, and shall be promptly returned to the Government upon completion of deployment.

1.6.17.6 Before deployment, the Contractor shall ensure that each contractor employee completes at least three (3) DD Forms 93 (Record of Emergency Data Card). One completed form is for the CRC/IRDO, one copy for the Armys Casualty & Memorial Affairs Operations Center (CMAOC), and one copy for the Army Materiel Command (AMC) Logistics Support Element (LSE) Contractor Coordination Cell (CCC) or other designated liaison.

1.6.17.7 As Executive Agent for mortuary affairs, the Army will facilitate the notification of Next of Kin (NOK) in the event that a U.S. citizen contractor employee accompanying the force OCONUS dies, requires evacuation due to injury, or is reported missing. The Department of the Army will ensure that the Contractor notifies the employees primary and secondary NOK. In some cases, an Army notification officer may accompany the employers representative. Notification support by the Army is dependent upon each contractor employee completing and updating as necessary, the DD Form 93 (Record of Emergency Data Card).

1.6.17.8 The Contractor is responsible for the evacuation of contractor employee remains from AOR. The Contractor shall ensure that health and life insurance benefits provided to its deploying employees are in effect in the theater of operations and allow traveling in military vehicles.

1.6.17.9 Unless prohibited by international agreement, the Contracting Officer shall provide a Letter of Authorization (LOA) for deployed Contractor personnel. See DFARS 252.225-7040 (c) (4) (DEVIATION 2013-00015). This is the document contractor employees must carry with them as authorization for use of Government transportation, medical facilities, billeting, and other entitlements.

1.6.17.10 Contractor employees shall utilize Letters of Authorization (LOAs) for travel and are not authorized to use Invitational Travel Orders without authorization, in writing, from the Contracting Officer prior to issuance of the travel order.

1.6.17.11 Contractor personnel may be required to travel to other countries within the SWA AOR on a temporary basis to provide assistance.

1.6.17.12 The following is additional information that the Government will need to process personnel going to SWA AOR. See DFARS 252.225-7040 (c) (4).

SPOT Information

Deployees Information: Last Name:

First Name: Middle Initial: Gender:
SSN:
Work Information: Company/Organization:
Contract# /Location of Company/Organization: Email Address:
Native Organization: Position:
Work Phone: Admin POC: Name:
Office Phone Number: Email Address: Supervisors Information:

Deployees Government Point of Contact Information (24 hrs, 7 days/week): Name: Government will add in following at award of task order
Title:
Organization or Company:
Office Phone Number: DSN: COM: Home Phone Number:
Cell Phone Number: Email Address:

If Contractor, Companys Point of Contact Information (24 hrs, 7 days/week):
Name:

Title:
Organization or Company: Office Phone Number:
Home Phone Number: Cell Phone Number: Email Address:

Personal Information: DOB (Date of Birth):
POB (City, State, Country): Home Address:
Cell Phone Number: Home Phone Number:
Next of Kin Name/Relationship: Next of Kin Address:
Next of Kin Phone # (H, W, & Cell): Passport # / Expiration Date: Location & Date Passport Issued:
If Contractor, Visa Number / Expiration Date:
If DOD Civilian/Military, Have You Initiated Form 1297 Request for Country Clearance? (Y/N): Blood Type: Security Clearance:
CRC/IRDO or SRP*: (*SRP is alternate training with a unit when deploying with it)

Requested Date/Location: / ex. Ft. Benning
MILAIR (Y/N): Y OCONUS Information: Arrival Date: Country Arriving:
Theater Location (City / Camp): Supporting Organization for this Trip: Person Replacing (or None):
Anticipated Departure (Return) Date:
Contractor Doha/Arifjan Badge If Staying Longer than 14 days (Need Y/N): CFLCC Security Badge / Expected Duration (From-to):
If Military, Weapon Type and Serial # (if taking): Laptop Model and Serial # (if taking):
CAC Card Expiration Date: Started Anthrax* Shots (Y/N):
For Personnel Staying in Kuwait ONLY:
Housing Accommodation Required (Y/N) / How Long? Vehicle Required (Y/N):
If Yes, Provide copy of Drivers License.
Sponsorship required, if staying more than 180 days (Y/N):

PART 2
DEFINITIONS

2. Definitions:

- 2.1 Contractor. A supplier or vendor awarded a contract to provide specific supplies or service to the Government. The term used in this contract refers to the prime.
- 2.2 Contracting Officer. A person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: The only individual who can legally bind the Government.
- 2.3 Contracting Officers Representative (COR). An employee of the U.S. Government appointed by the contracting officer to administer the contract. Such appointment shall be in writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.
- 2.4 Defective Service. A service output that does not meet the standard of performance associated with the Performance Work Statement.

2.5 Deliverable. Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

2.6 Physical Security. Actions that prevent the loss or damage of Government property.

2.7 Quality Assurance. The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

2.8 Quality Assurance Surveillance Plan (QASP). A written document specifying the methodology the Government will utilize to evaluate and assess Contractor performance.

2.9 Quality Control. All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

2.10 Subcontractor. One that enters into a contract with a prime Contractor. The Government does not have privity of contract with the Subcontractor.

2.11 Standard Workweek (CONUS). Monday through Friday, 8 hours per day, 5 days per week, 40 hours total, not including lunch. See 1.6.4, Hours of Operation and 1.6.4.1, Work Schedule.

2.12 Standard Workweek (OCONUS). 12 hours per day, seven (7) days per week, Monday through Sunday, see 1.6.4.1, Work Schedule.

2.13 Cross-Functional Integrated Product Team (IPT). Non-reoccurring IPT established to research, troubleshoot, brainstorm, investigate, or solve issues pertaining to any of the systems or subsystems cited in 1.4.1. A Cross-Functional IPT may be short or long in duration and comprised of any mixture of expertise from Task Areas 1-4 as described in section 5 below.

2.14 Platform Integrated Product Team (IPT). Non-reoccurring IPT established to research, troubleshoot, brainstorm, investigate, or solve issues pertaining to a specific robotic platform as cited in 1.4.1.

2.15 Functional Technical Representative (FTR). The FTR is an individual designated and authorized in writing by the Contracting Officer to perform specific technical functions. The Contractor will receive a copy of the FTR appointment letter after task order award that will specify the extent of the FTRs authority. The FTR is not authorized to make any commitments or changes that will affect price, quantity, delivery or any other term or condition of this task order.

2.16 Catalog Ordering Logistics Tracking System (COLTS). An electronic database utilized by RSJPO to track robotic asset maintenance orders, logistics, and inventory of assets.

PART 3

GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, INFORMATION AND SERVICES

3. Government-Furnished Items and Services:

3.1 Government-Furnished Information (QA Checklists, Templates, drawings, blueprints and user guides) shall be provided by the applicable FTR in performance of this task order. All Government-Furnished Information shall be used in performance of this task order and shall be returned to the Government upon completion of this task order.

3.2 Utilities. When performance outlined in the PWS occurs on a Government installation, the installations utilities will be available for use by the contractor.

3.3 Facilities. Most of the work to be performed must occur on-site in the offices of the Robotics Systems Joint Project Office (sites cited in 1.6.5). Each contractor employee assigned to work on-site will be provided equipment, supplies, and computer resources adequate to accomplish their assigned tasks. The government will provide office space, office supplies, computer equipment, internet and web access, telephone and reproductions facilities as required. In assigning office space, special attention will be given to recognize the nature of services performed by the contractor.

3.3.1 Laptop Computer Availability. The Government may, if it is determined to be in the Governments interest and sufficient assets are available, provide a contractor employee with a laptop computer in lieu of a desktop computer as described in 3.3 above. Laptop Computers are considered Government Furnished Equipment (GFE). Each contractor employee has the responsibility to ensure safekeeping of GFE while it is in his/her possession. In the event that GFE is lost, damaged, or destroyed while in the contractors possession, a determination will be made if the employee is at fault. If the employee is determined to be at fault, the contractor will be responsible for the cost of repairing or replacing the GFE.

3.4 Interagency Fleet Management System Vehicles: Usage of Interagency Fleet Management System Vehicles, Government Leased Vehicles, Government Vehicles, or Government transportation equipment may be required under this task order.

The contractor shall obtain insurance, in the minimum amounts specified below, and shall maintain the insurance for the duration of performance under this task order, in accordance with Federal Acquisition Regulation (FAR) 52.228-5, Insurance Work on a Government Installation and FAR 52.228-8, Liability and Insurance Leased Motor Vehicles. This shall be charged as an allowable expense under Other Direct Costs.

a. Workers compensation and employers liability. The contractor shall provide employers liability insurance of at least \$100,000, except in States with exclusive or monopolistic funds that do not permit workers compensation to be written by private carries. (See FAR 28.305(c) for treatment of contracts subject to the Defense Base Act.).

b. General Liability. The contractor shall provide bodily injury liability insurance, written on the comprehensive form of the policy, of at least \$500,000 per occurrence.

c. Automobile Liability. The contractor shall provide automobile liability insurance, written on the comprehensive form of the policy. The policy shall provide and maintain insurance covering the contractors liabilities as stated in FAR 52.228-8.

3.4.1 Written Notification of Insurance Required: Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained in accordance with FAR 52.228-5.

3.5 Driver Certification. The provisions of Army Regulation (AR) 600-55, Chapters 2-7, apply to this task order. Contract employees shall be certified at the contractors expense, as being fully qualified to operate the vehicles/equipment to which they are assigned. The contractor shall provide written certification to the COR for all qualified and certified individuals performing work under this task order to operate Interagency Fleet Management System Vehicles, Government Leased Vehicles, Government Vehicles, or Government transportation equipment by location. Certification requirements may vary based on the location of performance. Therefore, the contractor shall comply with the certification requirements for each location of performance listed in section 1.6.5. The contractor shall verify local certification requirements with the transportation office at each place of performance.

3.6 The Contractor shall return to the Government all GFE/M/I, as defined in this PWS, furnished to the Contractor for performance of this Task Order at the end of the period of performance.

3.7 The contractor shall not assume that additional GFE/M/I in excess of that described in 3.1 through 3.6 above will be provided by the Government.

PART 4
CONTRACTOR ACQUIRED ITEMS AND SERVICES

4. Contractor Acquired Items and Responsibilities:

4.1 General: The Contractor shall furnish all supplies, equipment, facilities and services required to perform work under this Task Order that are not listed under Part 3 of this PWS.

4.2 Secret Facility Clearance: The Contractor shall possess and maintain a Secret facility clearance from the Defense Security Service. The Contractors employees, performing work in support of this Task Order shall have been granted a Secret security. The DD 254 is provided as Attachment 0013: TOR Attachment 4, Robotics DD 254, on TS3 ERS Solicitation W56HZV-14-R-0031.

PART 5
SPECIFIC TASKS

5. The Contractor shall provide program Engineering and Technical Management support, Logistics support, Product Assurance, Test, and Configuration Management (PATCM) support, and Program Management and Administrative Support, as described in this PWS in support of the RSJPO global mission in 4 task areas, as set forth below:

5.1 Task Area 1. Engineering and Technical Management

5.1.1 Systems Engineering

5.1.1.1 The contractor shall provide the following Systems Engineering services for the Integrated Defense Acquisition, Technology, and

Logistics Lifecycle Management System and acquisition milestone framework IAW references defined in 6.1.

5.1.1.1.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 - Meetings:

- a. Attend and provide recommendations in weekly interoperability IPT and cross-functional IPTs, and provide to the FTR (A003).

Section C.4.1.1(a) - Pre-Production Phase Support:

- b. Provide systems engineering recommendations for technical reviews (Initial Technical Review (ITR), Alternative System Review (ASR), System Functional Review (SFR), Systems Requirements Review (SRR), Software Specification Review (SSR), Preliminary Design Review (PDR), Critical Design Review (CDR), Test Readiness Review (TRR), Functional Configuration Audit (FCA), Physical Configuration Audit (PCA), Production Readiness Review (PRR), and In-Service Review (ISR)) for robotic systems and subsystems identified in 1.4.1, and as identified by the cross-functional IPT, to the FTR (A002).

Section C.4.1.1(b) - Pre-Production Phase Support:

- c. Create systems engineering plans for Government review and approval IAW Deputy Under Secretary of Defense, US Army PEO Ground Combat Systems (PEO GCS), and Marine Corps Systems Command (MARCORSYSCOM) guidance as identified as identified by the cross-functional Integrated Product Team (IPT) and provided by the Functional Technical Representative (FTR) (A002).

- d. Produce Performance Specifications, Product Descriptions, and/or Performance Work Specifications for Government review and approval in accordance with SD-15, Guide for Performance Specifications for new and modified systems and subsystems, as identified by the cross-functional IPT (A002).

- e. Provide recommendations for the development of a Requirements Traceability Matrix (RTM) for documenting traceability for robotic systems to ensure bi-lateral traceability from user capabilities (Initial Capabilities Document (ICD), Capabilities Development Document (CDD), or Capabilities Production Document (CPD)) to performance specifications and materiel solutions, and ensure materiel solutions can be traced back to user requirements as identified by the cross-functional IPT (A002).

- f. Develop the system and subsystem architecture diagram and related products for new systems, and for updates based upon alterations, for the systems and subsystems listed in 1.4.1 IAW the DOD Architecture Framework cited in 6.1 and as identified by the cross-functional IPT for Government review and approval (A002, A010).

Section C.4.1.3(d) - Operations and Support Phase:

- g. Conduct failure analysis on systems and subsystems cited in 1.4.1 when failures occur in test, training, operational use, and operational assessment, and present findings of each failure analysis to the FTR (A002).

Section C.4.1.5- Systems Integration:

- h. Provide recommendations for the integration of technologies and components into systems and subsystems cited in 1.4.1 to improve performance, reduce costs, and improve sustainability. These recommendations shall include defining the degree of integration efforts, evaluating performance of systems and sub-systems, defining and documenting technical interfaces, evaluating test plans and procedures, and the validation of final design and product, as identified by the cross-functional IPT (A002).

- i. Provide recommendations for establishing and conducting Reliability, Availability, and Maintainability (RAM) Requirements/Assessments for Robotic Systems and Parts, as identified by the cross-functional IPT, to the FTR (A002).

Section C.4.1.5.1 - Standardization:

- j. Research and provide recommendations on ways to maximize the use of standard/common parts and technologies to find commonalities across the systems cited in 1.4.1, as identified by the cross-functional IPT, and provide the results to the FTR (A002).

Section C.4.6.3.1 - Quality Management Strategy:

- k. Review, evaluate, and make recommendations for Engineering Change Proposals (ECPs) for robotic systems and subsystems regarding technical and design-related impacts and provide the results to the FTR (A002).

Section C.4.3.6.3 - Diminishing Manufacturing Sources and Material Shortages (DMSMS) Case Management:

- l. Research and provide recommendations of alternate sources for components of systems and subsystems cited in 1.4.1, as

identified by the cross-functional IPT, and provide the results to the FTR (A002).

Section C.4.5.2.2 - Market Surveillance (MS) and Market Investigation (MI):

m. Conduct market investigation to assess current industry and government technologies, as identified by the cross-functional IPT and provide evaluations of Technical Readiness Levels for integration into RSJPO systems to the FTR (A002).

5.1.2 Software Engineering

5.1.2.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 - Meetings:

a. Attend meetings and communicate with DoD Joint Services to identify system software requirements. The contractor shall create and update briefing charts and provide the charts to the FTR one business day prior to briefing (A004).

b. Attend weekly cross-functional IPTs and provide recommendations to the FTR regarding software system safety, system/software development, product development inspections/peer reviews, formal and informal reviews, technical status meetings, configuration management activities, and integration and testing activities to improve operability of systems and subsystems listed in 1.4.1 (A003).

Section C.4.1.3 - Operations and Support Phase:

c. Provide recommendations regarding the preparation of software test plans, software safety assessments, software requirements analysis and traceability, software requirements for system performance parameters, software schedule and cost estimates, software design analysis, software problem report analysis, analysis of developer software documentation, and system software safety management plans, as identified by the cross-functional IPT, and provide to the FTR for Government review and approval (A002).

Section C.4.1.5.3 - System Safety:

d. Review and analyze software and software safety documentation provided by developers of the systems and subsystems cited in 1.4.1 and as identified by the cross-functional IPT, and provide the results and recommendations to the FTR (A002).

e. Identify software related system hazards and analyze the test requirements for safety critical and safety related software systems, identified by the cross-functional IPT, and provide the findings to the FTR (A002).

Section C.4.4.2 - Equipment Maintenance:

f. Perform software quality assurance audits IAW requirements developed and provided by the cross-functional IPT and provide the results to the FTR (A002).

5.1.3 Safety Engineering

5.1.3.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 - Meetings:

a. Attend weekly system platforms IPTs and cross-functional IPTs and provide recommendations regarding safety engineering for all systems and subsystems cited in paragraph 1.4.1 to the FTR (A002).

b. Provide recommendations regarding the RSJPO safety program, IAW AR 70-1, AR 385-10, MIL STD 882, and MARCORSSYSCOM Environmental, Safety, and Occupational Health (ESOH) Handbook identified by the cross-functional IPT to the FTR/Technical POC (A002).

Section C.4.1.5.3 - System Safety:

c. Review and analyze safety documentation provided by developers of the systems and subsystems cited in 1.4.1 and identified by the cross-functional IPT, and provide the results and recommendations to the FTR (A002).

d. Identify safety related system hazards, analyze the test requirements for safety critical and safety related systems, and recommend testing to validate system safety as identified by the cross-functional IPT, and provide the findings to the FTR (A002).

e. Conduct analysis for system design including safety devices, warning devices, procedures and training as a result of failures that occur in test, training, operational use, or operational assessment of systems and subsystems cited in 1.4.1 and provide recommendations to the FTR (A002).

f. Create, for new systems, and review and assess for current systems as identified by the cross-functional IPT, the supporting safety/data packages IAW AR 70-1, AR 385-10, MIL STD 882, and MARCORSYSCOM ESOH Handbook and provide recommendations for the safety review/certification processes of DoD Joint Services to the FTR for final Government review and approval (A002).

g. Provide recommendations in the development of a System Safety Program Plan(s) and for System Safety Working Group(s) identified by the cross-functional IPT to the FTR (A002).

h. Track safety actions IAW MIL-STD 882 and update the Hazard Tracking System (HTS) database for each system in RSJPO. Includes maintaining the HTS through either the PEO GCS or RSJPO Knowledge Center (PEO Portal) website or other internally accessible database as identified by the FTR (A001).

Section C.4.3.5.3 - Liaison Officer (LNO) (CONUS or OCONUS):

i. Serve as a liaison with DoD Joint Services to identify safety requirements IAW AR 70-1, AR 385-10, MIL STD 882, and the MARCORSYSCOM ESOH Handbook, and draft new or update current safety documentation and provide to the FTR for Government review and approval (A004).

5.1.4 Engineering Technical

5.1.4.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 -Meetings:

a. Attend weekly cross-functional IPTs and provide recommendations regarding improving system development to the FTR (A002).

Section C.4.1.3(d) - Operations and Support Phase:

b. Provide recommendations to the FTR on the operation and maintenance of robotic systems and subsystems cited in 1.4.1, including computer programming, analysis of malfunction reports, trouble shooting, and repair (A002).

c. After asset utilization, perform maintenance and repairs of Technical Management robotic systems and subsystems cited in 1.4.1 IAW government quality assurance (QA) checklists provided by the FTR (A001).

Section C.4.1.5(e) - Systems Integration:

d. Perform troubleshooting, fault isolation, calibrations, and the configuring of radio frequencies in electronic, mechanical, electro mechanical and electro hydraulic components on robots during testing and provide results of the investigation to the FTR (A002).

Section C.4.3.4.3.2(b) - Training Development and Delivery:

e. Provide Field Service Representatives (FSR) to monitor testing and repair of test assets during developmental testing on RSJPO Robotic systems and subsystems cited in paragraph 1.4.1 (A001).

Section C.4.4(b) - Industrial Base Operations:

f. After maintenance and repairs are performed, update records utilizing the Catalog Ordering Logistics Tracking System (COLTS) (A001).

Section C.4.4.1

g. Monitor Technical Management robotic asset inventory, conduct quarterly inventories, and report shortages to the FTR (A002).

Section C.4.4.5 - Supply Support Activity:

h. Attend and successfully complete initial maintenance and repair training and attend refresher training (provided by the government) as technical changes occur on the systems and subsystems cited in 1.4.1 (A001).

i. The Contractor shall be able to transport the robotic systems listed in 1.4.1.

5.1.4.1.1 Unexercised Option Task - The following task under 5.1.4.1 shall only be performed when exercised and funded by the Contracting Officer IAW FAR 52.217-9 and IAW Army Directive (AD) 2014-01:

Section C.4.6.1.1 - Office Automation and Network Services:

j. To the extent that the provisions of Army Directive (AD) 2014-01 apply, as determined by the Government, manage static displays and robotic demonstrations/conferences. This shall consist of demonstrating robotic operations and explaining capabilities to conference attendees (A001).

5.1.5 Risk Management

5.1.5.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.5.4(b) - Production Planning and Analyses:

a. Prepare briefings and summaries of risk management status for Program Management Reviews and risk updates and provide to the FTR (A004).

Section C.4.3.6.1 - Sustainment Issues - Technical Resolution:

b. Perform risk management assessment IAW the Risk Management Plan of systems and subsystems cited in 1.4.1 and provide recommendations to the FTR (A002).

c. Track, monitor, and report potential risk for the systems and subsystems utilizing the Risk Recon software tool located on the PEO GCS Knowledge Center (PEO Portal) website, IAW the Risk Management Plan and provide results to the FTR (A002).

5.1.6 Radio Frequency Engineering

5.1.6.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.2.1.1 - Test Plans:

a. Create and review test plans for communications systems performance associated with systems and subsystems cited in 1.4.1, as identified by the cross-functional IPT, and provide results to the FTR (A002).

Section C.4.1.5(j) - Systems Integration:

b. Assemble radios and related communications hardware prototypes, test radio and related communications hardware and test in a Government laboratory or in a field setting as designated by the cross-functional IPT, and provide results to the FTR (A002).

Section C.4.1.7 - Configuration Management (CM):

c. Provide recommendations on compatibility of equipment and frequency spectrum associated with systems and subsystems cited in 1.4.1 as identified by the cross-functional IPT to the FTR (A002).

Section C.4.3.6.1 - Sustainment Issues - Technical Resolution:

d. Provide Radio Frequency (RF) engineering support for all systems and subsystems cited in 1.4.1, as identified by the cross-functional IPTs (A001).

e. Prepare the DD1494, Application For Equipment Frequency Allocation, for new radio applications and any modifications to the radio, system, or radio frequency and provide it to the FTR (A002).

f. Troubleshoot communication systems and recommend corrective actions to the FTR in the event of radio or communication concerns regarding failures, performance limitations, and deviations from expected performance, as identified by the cross-functional IPT (A002).

Section C.4.5.2.2 - Market Surveillance (MS) and Market Investigation (MI):

g. Monitor and investigate RF regulatory requirements, recommend courses of action for compliance with regulatory requirements, and provide recommended courses of action and notice of regulatory changes to the FTR (A002).

h. Obtain communications data from test results, vendors, and other government agencies for evaluation as identified by the cross-functional IPT and provide to the FTR (A002).

i. Conduct market surveillance and surveys to assess current industry and government technologies and provide evaluations of Technical Readiness Levels for integration into RSJPO systems to the FTR (A002).

j. Gather information from the spectrum allocation planning IPTs of external agencies, to include the National Telecommunications Information Agency (NTIA), Army Spectrum Management Office (ASMO), Army Frequency Management Office (AFMO), Joint Spectrum Center (JSC), and special IPTs led by other Executive Branch departments. The contractor shall maintain visibility of pieces of the spectrum being reallocated or auctioned to the Federal Communications Commission (FCC), and provide cost/impact information recommendations on how loss of those pieces of the spectrum will impact the RSJPO to the FTR (A002).

5.1.5.1.1 Unexercised Option Task - The following task under 5.1.5.1 shall only be performed when exercised and funded by the Contracting Officer IAW FAR 52.217-9 and IAW AD 2014-01:

i. Attendance at any of the IPTs listed in paragraph j. above, to the extent that the provisions of Army Directive (AD) 2014-01 apply, as determined by the Government, and the extent that the information is not readily available through other sources, shall only be authorized in advance in writing by the COR on a case-by-case basis.

5.2 Task Area 2. Logistics

5.2.1 Program Logistics

5.2.1.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 - Meetings:

a. Attend all weekly Non-Standard Equipment (NSE) meetings, retrograde meetings/Video Tele Conferences (VTCs), robotic program IPT meetings, Capability Development for Rapid Transition (CDRT) meetings/VTCs, take minutes and provide feedback to the FTR. Meetings are held at Warren, MI or Selfridge ANGB, MI (A003).

Section C.4.3.4 - Logistic Package Validation and Verification:

b. Develop draft Core Logistics Analysis Plan, Core Depot Assessment Plan, and Source of Repair Analysis Plan, for Government review and approval, in accordance with AR 700-127 for acquisitions or when systems or subsystems cited in 1.4.1 are modified or upgraded and provide to the FTR (A002).

Section C.4.3.4.1 - Material Fielding Planning:

c. Analyze Materiel Fielding Agreements, Mission Support Plans, Materiel Requirement Lists, and Materiel Fielding Plans for acquisitions and provide updated information to the FTR, when systems or subsystems cited in 1.4.1 are modified (A002).

Section C.4.3.5.4 - Contractor Logistic Support/PBL:

d. Develop and integrate all elements of logistic support for the life cycle of the robotic systems cited in 1.4.1. Monitor and provide technical assistance to the cross-functional IPT in developing integrated logistics support plans and addressing all of the principal elements of support related to the total system life cycle. The elements include the maintenance plan, support and test equipment, supply support, depot maintenance, transportation and handling, technical data retrieval, identification of system peculiar facilities requirement, personnel and training, logistics support resource funding and logistics support management information (A002).

Section C.4.3.8.1 - FMS Research and Analysis:

e. Serve as a Logistics Support Manager for a Foreign Military Sales (FMS) program procuring robots and support equipment (cited in 1.4.1) for foreign military customers. This involves answering questions from other RSJPO or FMS personnel working with the FMS Program. Ensures the FMS program personnel and foreign military customers have all the necessary logistics information required for the purchase and sustainment of robots.

Section C.4.5.5 - Material Release Services:

f. Assemble RSJPO Type Classification documentation and Materiel Release packages for acquisitions or when systems or subsystems cited in 1.4.1 are modified or upgraded and provide to the FTR for Government review and approval (A002).

5.2.2 Maintenance - OCONUS

5.2.2.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.1.3(b) - Operations and Support Phase:

a. Review and provide recommendations to the FTR to update RSJPO/JRRF maintenance policies, procedures, and practices (A002).

Section C.4.3.5.3 - Liaison Officer (LNO) (CONUS or OCONUS):

b. Based on performance (i.e. low productivity, incorrect work orders, quality control failures, excessive parts usage), conduct site inspections in accordance with RSJPO Checklist, provided by the FTR to validate work order repair procedures are being followed at the site and report results to the FTR (A002).

c. Submit a report via email detailing the status of maintenance operations, including status of robot repair, open and closed work order status and number of systems ready for issue daily to the COR with a copy for the local OIC (A001).

Section C.4.4.4 - Maintenance Operations:

d. Review work orders daily for completeness and accuracy, provide on the job training for technicians, and manage workload based on readiness requirements and priorities (A008).

Section C.4.4.4.2 - Below Depot Maintenance:

e. Maintain readiness and accountability of support equipment (shop tools, hand tools, work tables, shop equipment) utilizing COLTS (A001).

Section C.4.4.5 - Work Statements:

f. The Contractor shall be able to transport the robotic systems listed in 1.4.1.

5.2.3 ROBOTICS

5.2.3.1 Robotics Training

In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall :

Section C.4.3.4.3 - Training:

a. Provide recommendations in the analysis, design, development, and facilitation of RSJPO training materials for newly acquired items and when existing systems or subsystems cited in 1.4.1 are modified or upgraded and provide to the FTR (A002).

b. Provide after action training reports to the FTR summarizing the outcome of all training (A001).

c. Based on Unit requests provided by the COR or FTR, provide training of systems and subsystems cited in 1.4.1 via Maintenance and Repair Course (RMRC), Mobile Training Teams (MTTs), and New Equipment Training (NET) to Marine Corps, Air Force, Army, Army National Guard (ANG), and Marine and Army Reserve units (A001).

d. Provide recommendations to the FTR for improving the following training courses: Robot Maintenance and Repair Course (RMRC), Mobile Training Teams (MTTs), and New Equipment Training (NET) based upon feedback received at the courses from course participants (A002).

e. Update training materials when modifications or upgrades are made to systems and subsystems cited 1.4.1, and submit for Government review and approval. Distribute revised training materials to users and the FTR at CONUS and OCONUS sites listed in 1.6.5 (A001/A002).

f. Attend weekly cross-functional IPT meetings and provide recommendations for improving training curriculum, repair techniques, and operator usage to the FTR (A003).

g. Develop detailed lesson plans, programs of instruction, training aids for operation and maintenance procedures through review of publications, charts, drawings, reports, and blueprints, provided by the FTR, for newly acquired systems and when systems or subsystems cited in 1.4.1 are modified or upgraded, IAW with TRADOC standards (AR 350-1, 350-7, FM 25100) and provide to the FTR (A002).

h. Create and develop PowerPoint training presentations for newly acquired systems and when systems or subsystems cited in 1.4.1 are modified or upgraded and provide to the FTR (A004).

i. Perform maintenance, repairs, and functional tests of RSJPO robotic training systems and subsystems cited in 1.4.1 after each training class (A001).

j. Submit work orders, document repair time, and request parts required to repair robotic training systems via COLTS daily.

k. Maintain accountability of all training equipment and systems in COLTS and Property Book Unit Supply Enhanced (PBUSE) (A001).

l. The Contractor shall be able to transport the robotic systems listed in 1.4.1.

5.2.3.1.1 Unexercised Option Task - The following task under 5.2.3.1 shall only be performed when exercised and funded by the Contracting Officer IAW FAR 52.217-9 and IAW AD 2014-01:

m. To the extent that the provisions of Army Directive (AD) 2014-01 apply, as determined by the Government, manage static displays and robotic demonstrations/conferences. This shall consist of demonstrating robotic operations and explaining capabilities (A001).

5.2.3.2 Robotics Repair

In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.4.4 - Maintenance Operations:

a. Perform daily maintenance and repairs of RSJPO robotic systems and subsystems cited in 1.4.1, as problems arise.

b. Perform daily troubleshooting, fault isolation, calibrations, and the configuring of radio frequencies in electronic, electro mechanical and electro hydraulic components on robots and software programming, analysis of malfunction reports, and removing and replacing of subsystems and parts on systems and subsystems cited in 1.4.1, as problems arise.

c. Submit work orders, document repair time, and request parts required to repair robots via COLTS daily (A001).

d. Perform daily Quality Assurance (QA) checks on new or repaired systems and subsystems cited in 1.4.1 IAW government QA checklists provided by FTR (A009).

e. Develop and maintain repair procedures and repair training aids for current robotic platforms and as modifications are fielded to systems and subsystems cited in 1.4.1 as identified by the cross-functional IPT and provided by the FTR (A001).

f. Maintain accountability and readiness of tools and shop supplies for robotic repairs of systems and subsystems cited in 1.4.1.

g. Upon system fielding, conduct operator/maintainer training and provide technical assistance/training in the operation/maintenance of systems and subsystems cited in 1.4.1, including: software programming, analysis of malfunction reports, trouble shooting, and repair on RSJPO robotic platforms (A001).

h. Attend weekly Tech Conference Call, weekly JRRF Staff Call, and cross-functional IPT meetings and provide recommendations regarding repair, maintenance, and technical matters to the FTR (A003).

i. Travel to backfill robotic repair duties at CONUS sites cited in 1.6.5 as identified by the COR

j. The Contractor shall transport the robotic systems listed in 1.4.1.

5.2.3.2.1 Unexercised Option Task - The following task under 5.2.3.2 shall only be performed when exercised and funded by the Contracting Officer IAW FAR 52.217-9 and IAW AD 2014-01:

k. To the extent that the provisions of Army Directive (AD) 2014-01 apply, as determined by the Government, manage static displays and robotic demonstrations/conferences for community outreach events, educational events, and to communicate with industry partners throughout CONUS and OCONUS. This shall consist of demonstrating robotic operations and explaining capabilities (A001).

5.2.3.3 For Robotics Repair in support of FORSCOM, the contractor shall perform the preceding duties as outlined in 5.2.3.1 except for d through h; and duties as outlined in 5.2.3.2 except for d, e, g though i, and k.

5.2.4 SUPPLY SUPPORT - In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.4.1 - Supply Support Activity:

5.2.4.1 Warehouse and General Supply:

a. The Contractor shall provide personnel responsible for the management and operation of a Supply Support Activity responsible for receiving and issuing supplies and equipment. (A001).

- b. Update COLTS daily by inputting the receipt of inbound shipments, processing shipping documents, and conducting inventories.
- c. Perform monthly examinations of receipted materials and report damages to the FTR (A008).
- d. The Contractor shall transport the robotic systems listed in 1.4.1.

5.2.4.1.1 Use of Government Forklift

- a. Contractor forklift operators shall be OSHA certified and possess a Government Operators Permit (OF 346), in accordance with AR 600-55.
- b. The provisions of Chapter 2, paragraph 2-5 of AR 600-55, will apply to contractor vehicular operations. AR 600-55 can be viewed at the following Web Address: http://www.apd.army.mil/pdf/files/r600_55.pdf
- c. The Government will review contractor employees state licenses and certifications, and issue the OF 346 with the appropriate permissions.

5.2.4.2 For Warehouse and General Supply in support of the JRRF, the contractor shall perform the duties as outlined in 5.2.4.1 and the following duties:

Section C.4.4.1 - Supply Support Activity:

- a. Review daily and respond to approved customers requisitions within 48 hours.
- b. Generate the daily COLTS inventory shipping requirement list and provide to warehouse technicians to prepare shipments to customers.
- c. Obtain transportation cost estimates from government and commercial transportation sources and provide warehouse estimated shipping costs to the FTR monthly (A002).
- d. Provide notification of estimated delivery date to customers, via telephone or email, within 24 hours of outbound shipment.
- e. Participate as the lead contractor for mandatory government inventory counts, weekly, monthly, quarterly, bi-annually or yearly.
- f. Ensure the applicable shipping documentation is generated for Hazardous Material and Customs and coordinate universal waste that is generated from the Inventory Control Point with Selfridge Air National Guard Base (SANGB) Hazmat personnel.
- g. Process Return Maintenance Authorization (RMAs) with the original equipment manufacturers (OEM) to include tracking and acknowledgement of receipt by the OEM. If discrepancies are found, the contractor will notify the FTR within 24 hours.
- h. Participate in meetings as a Subject Matter Expert for retrograde shipping efforts from OCONUS/OCONUS and FORSCOM shipments. Notify the FTR of any pending issues within 24 hours relative to shipments inbound and outbound (A003).
- i. Ensure that the warehouse is kept clean and organized based upon the local warehouse SOP.

5.2.5 Liaison Integration Management

5.2.5.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.3.4 - Logistic Package Validation and Verification:

- a. Provide New Equipment Training (NET) of robotic systems and subsystems cited in 1.4.1 to Marine Corps, Air Force, Army, Army National Guard (ANG), and Marine and Army Reserve units as identified by the COR or FTR (A001).
- b. Provide recommendations to improve training based upon feedback provided by the students to the FTR following NET (A002).
- c. Provide recommendations to the FTR weekly for developing and refining sustainment strategies, establishing new repair or training sites, and piloting new course content (A001/A002).
- d. Maintain inventory for all RSJPO support equipment procured by the Government (e.g. robotic platforms, tools, work benches) and provide a monthly report to the FTR (A008).

- e. Provide weekly summary of activities report, based on tasks listed in 5.2.5.1, to the COR (A008).

5.2.6 Web Based Supply Chain Management

5.2.6.1 Web Based Supply Chain Management System Analysis

5.2.6.1.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.6.1.1 - Office Automation and Network Services:

- a. Provide COLTS technical assistance (troubleshooting, user assistance, log in assistance, and issuing user IDs when users submit a request) within a 24 hour turn around period of request (A001).
- b. Create COLTS user accounts, when employees request network access, within a 24 hour turn around period of request (A001).
- c. Attend weekly COLTS IPT meetings and weekly battle calls and provide recommendations regarding repair, maintenance, and technical matters to the FTR (A003).
- d. Maintain the data integrity of COLTS by monitoring entered data weekly for accuracy. Provide report to the FTR (A008).
- e. Based on establishment of new sites and locations, update data element fields in COLTS (A001).
- f. Provide weekly logistics metrics reports regarding COLTS data (customer wait time, on time delivery, logistics response time, work orders, shipments, open requisitions, meantime to repair, meantime between failures, stock availability, cost drivers and logistics delay time) to the FTR (A001).
- g. Maintain and update COLTS desktop user guide provided by the FTR (A010).
- h. Provide monthly user training classes with user manuals/aids for the purpose of instructing personnel on the operation and maneuverability of the COLTS system.
- i. Provide configuration management for newly acquired systems and when systems or subsystems cited in 1.4.1 are modified or upgraded (A002).
- j. Based on newly acquired systems and subsystems and modifications or upgrades of systems and subsystems cited in 1.4.1, upload updated files (system manuals, operator manuals, diagrams, pictures, ECPs, technical bulletins, modification work orders) to COLTS and update system configurations in COLTS (A001).

Section C.4.3.4.5 - Automatic Identification Technologies (AIT):

- k. Provide recommendations for Item Unique Identification (IUID) requirements for newly acquired systems and subsystems and when systems or subsystems cited in 1.4.1 are modified or upgraded and provide to the FTR.
- l. Upload the IUID registry IAW DoD Instruction 8320.04 and MIL- STD-130N and provide reports to the FTR (A002).

5.2.6.2 Web Based Supply Chain Management System Administration

5.2.6.2.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.5.1 - Program Management Support:

- a. Perform feasibility studies and cost/benefit analyses on COLTS data relative to the systems and subsystems cited in 1.4.1 and provide results and recommendations to the FTR (A002).
- b. Evaluate COLTS software changes within one business day of the change occurring and provide analysis of software change impacts to the FTR (A002).

Section C.4.6.1.1 - Office Automation and Network Services:

- c. Develop, maintain, and update user training manuals and user desktop guides for newly acquired systems and subsystems and modifications and upgrades to existing systems and subsystems cited in 1.4.1 and provide to the FTR (A010).
- d. Conduct user training classes with Government provided user manuals/aids for the purpose of instructing personnel on the

operation and maneuverability of the robotic systems cited in 1.4.1 as it relates to COLTS and the web based supply chain management systems (A001).

e. Perform daily data extractions and administrative functions (security access, database planning, replication/backups and recoverability) from COLTS (A001).

f. Maintain and update COLTS test database by monitoring and resolving server warnings and refreshing test database (A001).

5.3 Task Area 3. Product Assurance, Test and Configuration Management (PATCM) - In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.2 - Product Assurance and Test Services:

5.3.1 The contractor shall provide recommendations IAW with:

- a. Product Quality Deficiency Reporting support IAW AR 702-7,
- b. Quality support IAW AR 702-11,
- c. Quality Improvement and Product Nonconformance Reduction IAW AR 702-17,
- d. Process Development Support in accordance with the tenets of Capability Maturity,
- e. Model Integration (CMMI) and ISO-9000,
- f. DA PAM 385-16,
- g. Configuration Management IAW MIL-HDBK-61A and EIA-649-A,
- h. Army Modification Program IAW AR 750-10,
- i. SecNavInst 5000.2E, and
- j. US Marine Corps Integrated Test & Evaluation Handbook

5.3.1.1 The contractor shall:

Section C.4.2.1.2 - Test Integration Work Group (TIWG) Participation:

a. Attend and provide recommendations regarding technical matters at weekly technical support, test, and cross-functional IPT meetings, twice weekly PATCM staff meetings, monthly program reviews, and RSJPO meetings, and provide to the FTR (A001).

Section C.4.6.1 - Administrative Services:

b. Create, update, and present briefing charts to the FTR and for Milestone Reviews, PEO Briefings, Program Reviews, Weekly IPTs, and RSJPO Briefings (A004).

c. Update cross-functional and PATCM IPT Task Matrices electronically through the PEO GCS Knowledge Center (PEO Portal) website weekly. (A010).

5.3.2 Product Assurance, Test, and Configuration Management Engineering

5.3.2.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.3.15 - Meetings:

a. Attend WSESRB meetings and interpret data from the data packages and briefing slides IAW NAVSEAINST 8020.6e and provide recommendations to the FTR (A002).

b. Attend Test Readiness Review meetings and provide recommendations as to the test readiness of systems and subsystems cited in 1.4.1 to the FTR (A002, A003).

Section C.4.1.3(a) - Operations and Support Phase:

c. Implement test plans, Test and Evaluation Strategy (TES), Test and Evaluation Master Plans (TEMPs), and test and evaluation concepts IAW the IMS at commercial, DoD and RSJPO test sites as identified by the FTR (A001).

Section C.4.2.1.1 - Test Plans:

d. Prepare and revise test documentation (Test and Evaluation Strategy (TES), Test and Evaluation Master Plans (TEMPs), test and evaluation concepts, and test reports due to new equipment, failure to meet performance specifications, issues reported by users, program milestones, and for ECRs and ECPS) and submit to the FTR IAW the Integrated Master Schedule (IMS) available on the PEO GCS

Knowledge Center (PEO Portal) website (A002, A010).

Section C.4.2.1.2 - Test Integration Work Group (TIWG) Participation:

e. Attend and provide recommendations during weekly Test and Evaluation Working Integrated Product Teams (WIPTs) to the FTR (A003).

f. Obtain safety confirmation reports, capability and limitations reports, test reports, evaluation reports, and safety releases, from DoD test sites and safety offices and provide to the FTR (A008).

Section C.4.2.1.3 - Test Site Services:

g. Review and evaluate Test Incident Reports (TIRs) received from the test facility, and provide a summary of the results and recommendations to the FTR (A002).

h. Implement test plans and conduct tests at government facilities on systems and subsystems cited in 1.4.1and as identified by the FTR, and report results to the FTR (A002).

Section C.4.2.1.3.1 - Test Incident Reports (TIR) and Data:

i. Review, evaluate, and provide recommendations on Failure Analysis and Corrective Action Reports (FACARs) received from the OEM due to failure to meet performance specifications to the FTR (A002).

Section C.4.2.2 - Quality Assurance (QA):

j. Provide recommendations in the development and revision of Acceptance Test Procedures (ATP) on systems and subsystems listed in 1.4.1 for acquisitions, quality issues, and engineering changes to the FTR (A002).

k. Provide recommendations in the development and revision of Quality Assurance Letters of Instruction (QALIs) for newly acquired systems, reviews, and POC changes, for Government review and approval, to the FTR (A002).

l. Conduct on-site inspections at OEM engineering and manufacturing facilities to perform acceptance testing and review corrective actions to verify the corrective actions meet performance specifications and provide report to the FTR (A002, A008).

m. Upon preparation of the ECRs or ECPs, review and provide recommendations on Quality Impacts to the ECRs and ECPs to the FTR (A002).

n. Develop, monitor, and brief the FTR, or other Government personnel designated by the COR, regarding quality performance metrics quarterly for systems and subsystems cited in 1.4.1 using data available in COLTs and the Acceptance Test database (A004, A008).

o. Update the Acceptance Test Database on the PEO GCS Knowledge Center (PEO Portal) website for systems presented by the OEM for acceptance for systems and subsystems cited in 1.4.1 (A001).

p. Prepare and revise Quality Assurance (QA) checklists for systems and subsystems cited in 1.4.1 due to new acquisitions, failure to meet performance specifications, and for ECRs and ECPs and provide to the FTR (A002, A010).

q. Perform Quality Assurance (QA) checks on systems and subsystems cited in 1.4.1, in accordance with QA checklists referenced in 5.3.2.1.p above, obtained from the FTR, and provide the results to the FTR (A009).

Section C.4.2.3 - Reliability, Availability, Maintainability (RAM) Program Services:

r. Provide recommendations regarding the testability of performance specifications to the FTR (A002).

s. Prior to RAM Testing provide recommendations for Failure Definition/Scoring Criteria (FDSC) to the FTR (A002).

Section C.4.2.3(f):

t. Attend and provide recommendations for RAM Scoring Conferences scheduled IAW the IMS to the FTR (A002).

u. Provide recommendations in the development of Statements Of Work (SOW), for Government review and approval, for PATCM requirements (Test and Evaluation, Quality, and Configuration Management) due to system developments and modification to systems and subsystems cited in 1.4.1 to the FTR (A002).

Section C.4.3.6.1 - Sustainment Issues - Technical Resolution:

v. Prepare Engineering Change Requests (ECRs) and Proposals (ECPs) as a result of proposed system changes IAW MIL-STD 61A and provide to the FTR (A002).

Section C.4.5.3 - Program Management Integration and Support:

w. Provide recommendations to modify the IMS due to program schedule conflicts to the FTR (A002).

Section C.4.6.1 - Administrative Services:

x. Provide recommendations to the FTR for the assembling of Weapons System Explosive Safety Review Board (WSESRB) data packages and briefing slides IAW NAVSEAINST 8020.6e (A002).

y. Provide recommendations for Government review and approval regarding RSJPO internal processes, procedures, forms, templates, and reporting strategies for the Quality Management System, as identified by the Process Excellence Program (PEP) IPT, to the FTR (A002).

z. Maintain the Configuration Management Process: control document flow of ECRs, ECPs, and Engineering Change Notices (ECN) within the Multi-User ECP Automated Review System (MEARS) database; review documentation submitted for accuracy and completeness; organize meetings for the Configuration Control Board; and report on the status of configuration management process to the FTR (A008).

Section C.4.6.1.1 - Office Automation and Network Services:

aa. Maintain a corrective action program database incorporating the Product Deficiency Reporting and Evaluation Program/Product Quality Deficiency Report (PDREP/PQDR) process and provide weekly reports to the FTR (A008).

Section C.4.6.4 - Lean Six Sigma and Continuous Improvement Strategy:

ab. Develop process improvement initiatives using Lean Six Sigma (LSS), value engineering, and continuous process improvement, as identified by the cross functional IPT, and provide results to the FTR (A002).

ac. Attend weekly technical support, test, and cross functional IPT meetings, Lean Six Sigma initiatives, twice weekly PATCM staff meetings, monthly program reviews and RSJPO meetings and provide recommendations regarding technical matters identified during the meetings to the FTR (A003).

5.3.3. Data Management

5.3.3.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.6.1 - Administrative Services:

a. Perform administrative functions for the Configuration Control Board IAW MEARS database (coordinating schedules, reserving meeting rooms, notifying attendees, and recording and posting meeting minutes and agendas) (A001).

b. Maintain the processing hierarchy for engineering changes in MEARS to accommodate personnel and program changes (A001).

c. Provide administrative support functions for key functional events of test and evaluation meetings and teleconferences, IPTs, and other quality system activities, to include coordinating schedules, reserving meeting rooms, notifying attendees, and recording and posting meeting minutes and agendas (A001/A003).

Section C.4.6.1.1 - Office Automation and Network Services:

d. Update and maintain internal quality management system documents residing on the PEO GCS Knowledge Center (PEO Portal) website for control and distribution (A001).

5.4 Task Area 4. Program Management and Administrative

5.4.1 In accordance with the below referenced sections of the contract Statement of Work (SOW), the contractor shall:

Section C.4.5 - Program Management:

a. Provide COLTS data for the development of Program Life Cycle Cost Estimates and Economic Analyses IAW Army costing guidelines

and procedures to the FTR.

Section C.4.5.1 - Program Management Support:

b. Provide recommendations regarding when the performance of a cost benefit analysis and earned value management system analysis would be beneficial for systems and sub-systems cited in 1.4.1, as identified by the cross functional IPT, to the FTR (A002). The contractor shall not perform the actual analysis as called for by this paragraph.

c. Identify, prepare, update, and review draft programmatic documentation, IAW DoD 5000.2, to assist in the development of Milestone documentation (Acquisition Strategy, Acquisition Plan, Test and Evaluation Master Plan (TEMP), Integrated Master Schedule (IMS) and the Systems Engineering Plan (SEP)) and provide to the FTR (A002).

Section C.4.6.1 - Administrative Services:

d. Create view graphs for presentations, video productions, briefing drafts, and brochures and develop both hardcopy and softcopy presentations for Program Management Reviews, decision briefings, RSJPO meetings, All-Hands meetings and training classes, with data provided by the FTR, and provide the completed materials to the FTR (A004).

Section C.4.6.1.1 - Office Automation and Network Services:

e. Develop and maintain a milestone and document tracking/status report on the PEO GCS Knowledge Center (PEO Portal) website to monitor milestone events, documents, dates, action items, key personnel, and program status IAW the IMS for systems and subsystems cited in 1.4.1 (A001).

5.4.2 Liaison

5.4.2.1 In accordance with the below referenced sections of the contract Statement of Work (SOW) , the contractor shall provide support to the US Army and USMC robotic materiel system requirements within the framework of:

- a. Joint Capabilities Integration and Development System (JCIDS) ,
- b. Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3170,
- c. Army Capabilities Development System (CIDS),
- d. Training and Doctrine Command (TRADOC) Regulation 71-20, and
- e. DoD Life Cycle System for Materiel Management

5.4.2.2 The contractor shall:

Section C.4.5.1 - Program Management Support:

a. Provide recommendations for courses of action pertaining to materiel needs of robotic systems and subsystems cited in 1.4.1 and their payloads as identified by the cross-functional Integrated Product Team (IPT) to the FTR (A002).

b. Provide recommendations regarding acquisitions and modified or upgraded systems and subsystems cited in 1.4.1 for the purposes of long range planning, safety, cost effectiveness, environmental impacts, and Integrated Logistics Support (ILS) as identified by the cross-functional Integrated Product Team (IPT) to the FTR (A002).

Section C.4.5.3 - Program Management Integration and Support:

c. Communicate daily with: TRADOC integrating centers, Fort Benning, GA, Fort Leonard Wood, MO, Fort Bragg, NC, Fort Hood, TX, Fort Lee, VA, Quantico, VA (Headquarters USMC), Fort Monroe, VA (Headquarters TRADOC), and the National Capital Region, Wash. DC (Headquarters Department of the Army, JIEDDO, and REF) regarding equipment performance characteristics and provide recommendations based upon the communications to the FTR by email once per week.

5.5 Meetings

5.5.1 Meetings include ASA (ALT) Briefings, General Staff Meetings/Briefings, and PEO/PM subject specific meetings, and system/subsystem meetings. The Contractor shall attend these meetings during performance of this task order and prepare agendas, meeting minutes, and briefings, as required by the cross-functional IPT (A003, A004, A006).

6. Applicable Publications (Current Editions)

6.1 The following publicly available publications are applicable:

- a. DoD 5000.1 & 5000.2;
- b. DoD Architecture Framework, Volumes 1-3, Ver 1.5;
- c. NAVSUPINST 5000.20;
- d. NAVAIRINST 5000.21B;
- e. NAVSEAINST 5000.8;
- f. MARCORSYSCOM Order MCSC 06;
- g. SECNAVINST 5400.15C;
- h. MIL-HDBK-237;
- i. System Engineering Plan Preparation Guide V 2.01 April 2008;
- j. Systems Engineering Plan (SEP) Outline Version 1.0 04/20/2011;
- k. NAVAL SYSCOM Risk Management Policy;
- l. Risk Management Guide for DOD Acquisition;
- m. MARCORSYSCOM ESOH Handbook;
- n. MIL-STD-882E, Standard Practice for System Safety;
- o. OPNAVINST 5100.24B, Navy System Safety Program Policy;
- p. OPNAVINST 8020.14A;
- q. NAVSEAINST 8020.6E, Department of the Navy Weapon Systems Explosives Safety Review Board;
- r. System Engineering Fundamentals DAU;
- s. DoD Joint Software Systems Safety Engineering Handbook;
- t. DoD 5200.39;
- u. IEEE 12207;
- v. IEEE 1471;
- w. Unmanned Systems Safety Guide for DoD Acquisition;
- x. DoD SD-15, Guide for Performance Specifications;
- y. AR (Army Regulation)73-1;
- z. ATEC Pam 73-1;
- aa. AR 385-10
- ab. SAE ARP5580, Potential Failure Mode and Effects Analysis (FMEA), AIAG, 4th Edition, June 2008
- ac. AR 70-1,
- ad. DA Pam 70-3
- ae. The Defense Acquisition Guidebook;
- af. MIL-STD 61A;
- ag. Joint Capabilities Integration and Development System CVJCSI 3170.01 G; and
- ah. DA Pam 73-1

6.1.1 In addition to the regulations identified in 6.1 above, the Contractor shall work within the framework of the Joint Capabilities Integration and Development System (JCIDS), the Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3170, the Army Capabilities Development System (CIDS), the Training and Doctrine Command (TRADOC) Regulation 71-20, and the DoD Life Cycle System for Materiel Management.

PART 7
TECHNICAL EXHIBIT/ATTACHMENT LISTING

7. Attachment/Technical Exhibit List:

7.1 Technical Exhibit 1 Performance Requirements Summary

7.2 Attachments:

This PWS incorporates the following attachments, which are attachments to the TS3 solicitation W56HZV-14-R-0031:

Attachment

- Attachment 0011: TOR Attachment 2: Robotics Contract Data Requirements List (CDRLs)
- Attachment 0012: TOR Attachment 3: ERS Prime Proposal Summary File - Robotics
- Attachment 0013: TOR Attachment 4: Robotics DD 254

7.3 CDRLs / Deliverables:

The Contractor shall provide the following:

<u>TOPIC</u>	<u>CDRL</u>
Monthly Status Report	A001
Technical Report	A002
Meeting Minutes	A003
Presentation Material	A004
Quality Control Plan (QCP)	A005
Meeting Agenda	A006
Travel Report	A007
Status Report	A008
Quality Assurance Checklist	A009
Revisions to Existing Government Documents	A010
Phase-In Transition Plan	A011
Phase-Out Transition Plan	A012

TECHNICAL EXHIBIT 1

Performance Requirements Summary

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the maximum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

<u>Performance Objective</u>	<u>Performance Indicator</u>	<u>Performance Threshold</u>	<u>Method of Surveillance</u>
PRS#1 Monthly Progress Reports (A001, PWS Para 5.1.3, 5.1.4, 5.1.6, 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.3.3, 5.4.1, 5.4.2)	Progress Reports is thorough accurate; complete and accepted in accordance with the Data Item Description (DID) and the Government schedule	95% accuracy and completeness with first draft. 100% accuracy with one correction/rewrite.	100% inspection of deliverables
PRS#2 Meetings (PWS Para 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5, 5.1.6, 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.3.1, 5.3.2, 5.3.3, 5.4.1, 5.4.2)	Attendees are on time and prepared to discuss findings and recommendations.	95% of the time Customer Comments	Periodic Inspection
PRS#3 Technical & Travel Reports (PWS Para. 1.6.12,	Reports are submitted in a	95% accuracy and	100% inspection of

1.6.1.7, 5.1, 5.2, 5.3,
5.4)

timely manner, IAW the
PWS. They are thorough,
accurate, complete, and
accepted IAW the DID and
the Government schedule

completeness with
first draft.
100% accuracy with
one correction/rewrite.

deliverables

PRS #4 Training
(PWS 5.2.4.1)

Training is timely and
conducted with no more than
2 negative comments per
training event.

100% of the time

Random Sampling
Customer Comments

CONTRACT DATA REQUIREMENTS LIST

Form Approval OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either these addresses. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

-
- A. CONTRACT LINE ITEM NO:
 - B. EXHIBIT: A
 - C. CATEGORY: Other
 - D. SYSTEM/ITEM:
 - E. CONTRACT/PR NO.:
 - F. CONTRACTOR:

- 1. DATA ITEM NO.: A001
- 2. TITLE OF DATA ITEM: Contractors Progress, Status and Management Report
- 3. SUBTITLE: Monthly Status Reports
- 4. AUTHORITY: DI-MGMT-80227, See Block 16(a)
- 5. CONTRACT REFERENCE: 1.6.4.1, 5.1.3, 5.1.4, 5.1.6, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.3.1, 5.3.2, 5.3.3, 5.4.1 and 7.3
- 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
- 7. DD250 REQ: NO
- 8. APP CODE: N/A
- 9. DIST. STATEMENT REQUIRED: A
- 10. FREQUENCY: MTHLY
- 11. AS OF DATE: N/A
- 12. DATE OF FIRST SUB: See Block 16(b)
- 13. DATE OF SUBS.SUB: See Block 16(b)
- 14. DISTRIBUTION

- A. ADDRESSEES
- COR:
- B. COPIES DRAFT: 0 FINAL: 1

15. TOTAL: 1

16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

Delete paragraphs 10.3 g. and k. from DI-MGMT-80227 and include the following additional information in the report.

- g. Total funding by CLIN
- r. Costs reported by CLIN
- s. Description of services performed
- t. Field Technical Representative (if applicable)
- u. Person hours reported by individuals name and the hourly pay rate of the individual
- v. Budget at completion
- w. Budget over/under if hours continue to be expended at current rate

b. BLOCKS 12/13. The report shall be sent electronically to the COR no later than the 15th of each month.

-
- 1. DATA ITEM NO.: A002
 - 2. TITLE OF DATA ITEM: Scientific and Technical Reports Summary
 - 3. SUBTITLE: Technical Reports
 - 4. AUTHORITY: DI-MISC-80048, See Block 16(a)

- 5. CONTRACT REFERENCE: 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5, 5.1.6, 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.3.1, 5.3.2, 5.4.1, 5.4.2 and 7.3
- 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
- 7. DD250 REQ: NO
- 8. APP CODE: NA
- 9. DIST. STATEMENT REQUIRED: C, See Block 16(b)
- 10. FREQUENCY: See Block 16(c)
- 11. AS OF DATE: N/A
- 12. DATE OF FIRST SUB: See Block 16(c)
- 13. DATE OF SUBS.SUB: See Block 16(c)
- 14. DISTRIBUTION

A. ADDRESSEES

FTR:

COR:

B. COPIES DRAFT: 0 FINAL: 1

15. TOTAL: 1

16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. BLOCKS 10/12/13. Technical reports shall be submitted to the FTR and COR no later than seven business (7) days after generation unless otherwise identified in the PWS or identified by the cross-functional IPT(s).

-
- 1. DATA ITEM NO.: A003
 - 2. TITLE OF DATA ITEM: Report, Record of Meeting/ Minutes
 - 3. SUBTITLE: Meeting Minutes
 - 4. AUTHORITY: DI-ADMN-81505, See Block 16(a)
 - 5. CONTRACT REFERENCE: 1.6.8, 5.1.1, 5.1.2, 5.2.1, 5.2.4, 5.2.5, 5.3.2, 5.3.3, 5.5, and 7.3
 - 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
 - 7. DD250 REQ: NO
 - 8. APP CODE: NA
 - 9. DIST. STATEMENT REQUIRED: C, See Block 16(b)
 - 10. FREQUENCY: See Block 16(c)
 - 11. AS OF DATE: N/A
 - 12. DATE OF FIRST SUB: See Block 16(c)
 - 13. DATE OF SUBS.SUB: See Block 16(c)
 - 14. DISTRIBUTION

A. ADDRESSEES

FTR:

COR:

B. COPIES DRAFT: 0 FINAL: 1

15. TOTAL: 1
16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. BLOCKS 10/12/13. Meeting Minutes shall be submitted to the COR no later than seven (7) business days after meeting occurrence.

-
1. DATA ITEM NO.: A004
 2. TITLE OF DATA ITEM: Presentation Material
 3. SUBTITLE:
 4. AUTHORITY: DI-ADMN-81373, See Block 16(a)
 5. CONTRACT REFERENCE: 5.1.2, 5.1.3, 5.1.5, 5.2.4, 5.3.1, 5.3.2, 5.4.1, 5.5 and 7.3
 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
 7. DD250 REQ: NO
 8. APP CODE: NA
 9. DIST. STATEMENT REQUIRED: C, See Block 16(b)
 10. FREQUENCY: See Block 16(c)
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: See Block 16(c)
 13. DATE OF SUBS.SUB: See Block 16(d)
 14. DISTRIBUTION

A. ADDRESSEES

FTR:

COR:

B. COPIES DRAFT: 1 FINAL: 1

15. TOTAL: 2
16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by

an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. Block 10/12: Draft due one (1) calendar week prior to the scheduled meeting for Government review and comment.

d. Block 13: Final shall be submitted to the FTR and the COR no later than one (1) business day prior to the start of the meeting.

-
1. DATA ITEM NO.: A005
 2. TITLE OF DATA ITEM: Quality Control System Requirements
 3. SUBTITLE: Quality Control Plan
 4. AUTHORITY: FED-STD-368A
 5. CONTRACT REFERENCE: 1.6.1, 1.6.7, and 7.3
 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
 7. DD250 REQ:
 8. APP CODE: Y
 9. DIST. STATEMENT REQUIRED: A
 10. FREQUENCY: ONCE
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: 7 days after Award
 13. DATE OF SUBS.SUB: 7 days after Government Comment/Approval

 14. DISTRIBUTION
 - A. ADDRESSEES:
 - COR:
 - Contract Specialist:
 - B. COPIES DRAFT: 1 FINAL: 1

 15. TOTAL: 2
 16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 10/12/13: Submit draft for Government approval 7 business days after Task Order award. Government will comment for revision or approve for final submission within 30 business days after receipt. If revision of the QCP is required, the QCP shall be revised and resubmitted for review within seven (7) business days of receipt of comments. After acceptance of the QCP by the Government, the contractor shall receive acceptance in writing.

-
1. DATA ITEM NO.: A006
 2. TITLE OF DATA ITEM: Conference Agenda
 3. SUBTITLE: Meeting Agenda
 4. AUTHORITY: DI-ADMN-81249A, See Block 16(a)
 5. CONTRACT REFERENCE: 1.6.8, 5.5, and 7.3
 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
 7. DD250 REQ: NO
 8. APP CODE: NA
 9. DIST. STATEMENT REQUIRED: A
 10. FREQUENCY: See Block 16(b)
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: 5 days after Award
 13. DATE OF SUBS.SUB: 2 days after Government Comment/Approval

14. DISTRIBUTIONA. ADDRESSEES:

COR:

B. COPIES DRAFT: 1 FINAL: 1

15. TOTAL: 2

16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 10/12/13: The contractor shall supply an agenda to the COR five (5) calendar days prior to the scheduled start of the Start of Work Meeting or Program Review for Government review and comment. A final agenda shall be submitted to the COR no later than 2 calendar days prior to the start of work meeting. The contractor shall prepare and submit to the COR summary/minutes of the start of work meeting within seven (7) calendar days after the start of work meeting IAW CDRL A003.

-
1. DATA ITEM NO.: A007
 2. TITLE OF DATA ITEM: Report
 3. SUBTITLE: Travel Report
 4. AUTHORITY: DI-ADMN-81505, See Block 16(a)
 5. CONTRACT REFERENCE: 1.6.12 and 7.3
 6. REQUIRING OFFICE: Robotics Systems Joint Project Office (RSJPO)
 7. DD250 REQ: NO
 8. APP CODE: NA
 9. DIST. STATEMENT REQUIRED: A
 10. FREQUENCY: See Block 16(b)
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: See Block 16(b)
 13. DATE OF SUBS.SUB: See Block 16(b)
 14. DISTRIBUTION

A. ADDRESSEES

FTR:

COR:

B. COPIES DRAFT: 0 FINAL: 1

15. TOTAL: 1

16. REMARKS:

a. The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. BLOCKS 10/12/13: Within seven (7) calendar days from return from travel, the Contractor shall submit a travel report to the FTR, or COR if no FTR has been appointed, summarizing the trip, including the purpose, discussions, resolutions, actions, and the cost of the trip.

The Government COR must authorize all travel in advance. There will be no reimbursement for local travel in and around Contractors place of performance (within 50 mile radius). The contractor shall provide a written verification, prior to travel, that funds are available on the travel CLIN to complete the travel. Contractor shall use the lowest available airfare and accommodations available during normal business hours. Reimbursement for lodging and incidental expenses will be considered reasonable and allowable to the extent the costs does not exceed the rates allowed by the Joint Travel Regulation. In the event a hotels daily rate is above the allowed per diem rate, the Contractor shall request approval to submit actual expenses from the COR prior to traveling.

-
1. DATA ITEM NO.: A008
 2. TITLE OF DATA ITEM: Briefing Material
 3. SUBTITLE: Status Report
 4. AUTHORITY: DI-MGMT-81605, See Block 16(a)
 5. CONTRACT REFERENCE: 5.2.2, 5.3.2, and 7.3
 6. REQUIRING OFFICE: RSJPO
 7. DD250 REQ: LT

- 8. APP CODE: N/A
- 9. DIST. STATEMENT: N/A
- 10. FREQUENCY: ASREQ
- 11. AS OF DATE: N/A
- 12. DATE OF FIRST SUB: See Block 16(b)
- 13. DATE OF SUBS: See Block 16(b)
- 14. DISTRIBUTION: See Block 16(c)
- 15. TOTAL: See Block 16(c)

16. REMARKS:

- a. Block 4. The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.
- b. Block 12/13: OCONUS: Daily.
- c. Block 14/15. The Contractor shall electronically deliver one final, reproducible copy to the following person(s):

<Name>, Contracting Officers Representative, <email>
<Name>, OIC, <email>

-
- 1. DATA ITEM NO.: A009
 - 2. TITLE OF DATA ITEM: Quality Assurance Checklist
 - 3. SUBTITLE: N/A
 - 4. AUTHORITY: DI-ADMN-80925, See Block 16
 - 5. CONTRACT REFERENCE: PWS Paragraphs 5.2.4.2, 5.3.2 and 7.3
 - 6. REQUIRING OFFICE: RSJPO
 - 7. DD250 REQ: LT
 - 8. APP CODE: N/A
 - 9. DIST. STATEMENT: N/A
 - 10. FREQUENCY: ASREQ
 - 11. AS OF DATE: N/A
 - 12. DATE OF FIRST SUB: See Block 16(b)
 - 13. DATE OF SUBS: See Block 16(b)
 - 14. DISTRIBUTION: See Block 16(c)
 - 15. TOTAL: See Block 16(c)

16. REMARKS:

- a. Block 4. Contractor shall utilize Government provided Quality Assurance Checklists.
- b. Block 12/13: The Contractor shall complete the Quality Assurance Checklist and submit within one business day of inspection completion.
- c. Block 14/15. The Contractor shall deliver the completed Quality Assurance Checklist to the FTR.

-
- 1. DATA ITEM NO.: A010
 - 2. TITLE OF DATA ITEM: Revisions to Existing Government Documents
 - 3. SUBTITLE: N/A
 - 4. AUTHORITY: DI-MGMT-80925, See Block 16(a)
 - 5. CONTRACT REFERENCE: 5.1.1, 5.3.1, 5.3.2, and 7.3
 - 6. REQUIRING OFFICE: RSJPO
 - 7. DD250 REQ: LT
 - 8. APP CODE: N/A
 - 9. DIST. STATEMENT: C, See Block 16(b)
 - 10. FREQUENCY: ASREQ
 - 11. AS OF DATE: N/A
 - 12. DATE OF FIRST SUB: See Block 16(c)
 - 13. DATE OF SUBS: See Block 16(c)
 - 14. DISTRIBUTION: See Block 16(d)

15. TOTAL: See Block 16(d)

16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. Block 12/13: Revisions shall be completed within seven (7) business days of task initiation.

d. Block 14/15. The Contractor shall electronically deliver one final, reproducible copy to the following person(s):

<Name>, Contracting Officers Representative, <email>

-
1. DATA ITEM NO.: A011
 2. TITLE OF DATA ITEM: Phase-In Transition Plan
 3. SUBTITLE: N/A
 4. AUTHORITY: DI-MGMT-81945, See Block 16(a)
 5. CONTRACT REFERENCE: 1.6.17.1.1 and 7.3
 6. REQUIRING OFFICE: RSJPO
 7. DD250 REQ: LT
 8. APP CODE: Y
 9. DIST. STATEMENT: C, See Block 16(b)
 10. FREQUENCY: ASREQ
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: See Block 16(c)
 13. DATE OF SUBS: See Block 16(c)
 14. DISTRIBUTION: See Block 16(d)
 15. TOTAL: See Block 16(d)

16. REMARKS:

a. Block 4: Contractor format. The plan shall describe the steps the contractor will take and the processes it will use in order to be prepared to assume the complete responsibility for performance of the services cited in Part 5 of the PWS at the end of the Phase-In period. These procedures shall include a detailed milestone chart and narrative describing the chronological sequence of events that will be accomplished during phase-in. The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests

shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. Block 12/13: The Contractor shall submit the plan within ten (10) days of task order award.

d. Block 14/15. The Contractor shall electronically deliver one final, reproducible copy to the following person(s):

<Name>, Contracting Officers Representative, <email>
<Name>, Contracting Officer, <email>
<Name>, Administrative Contracting Officer, <email>

-
1. DATA ITEM NO.: A012
 2. TITLE OF DATA ITEM: Phase-Out Transition Plan
 3. SUBTITLE: N/A
 4. AUTHORITY: DI-MGMT-81945, See Block 16(a)
 5. CONTRACT REFERENCE: 1.6.17.2 and 7.3
 6. REQUIRING OFFICE: RSJPO
 7. DD250 REQ: LT
 8. APP CODE: Y
 9. DIST. STATEMENT: C, See Block 16(b)
 10. FREQUENCY: ASREQ
 11. AS OF DATE: N/A
 12. DATE OF FIRST SUB: See Block 16(c)
 13. DATE OF SUBS: See Block 16(c)
 14. DISTRIBUTION: See Block 16(d)
 15. TOTAL: See Block 16(d)

16. REMARKS:

a. Block 4: The Contractor shall submit all deliverables in electronic format unless otherwise identified by the COR or FTR and they shall be in Microsoft 2007 Products or Adobe PDF compatible file format.

b. Block 9 Distribution Statement Required - DoD Instruction 5230.24 (23 Aug 2012) requires that even drafts of technical documents be marked with an Interim Distribution Statement. Accordingly, although the items under this Data Item are intended to be marked ultimately as Distribution Statement C, the draft and final deliverables should be marked with Distribution Statement E. In accordance with DoDI 5230.24, an interim distribution statement shall be placed on the title page and front cover and have a box around the following statement which reads:

INTERM DISTRIBUTION STATEMENT E: Distribution authorized to DoD Components (Reason: Administration or operations use, until cleared by an OPSEC review). Date of determination: (Contractor shall include the actual date on which the document was created). Other requests shall be referred to US ARMY SFAE-GCS-RS (MS 266), Warren, MI 48397-5000.

If the Government determines the data is considered to be export controlled, the contractor shall include the following Export Control marking as part of the final Distribution Statement:

WARNING: This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979 (Title 50, U.S.C, App. 2401 et sep.), as amended. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with provisions of DoD Directive 5230.25.

c. Block 12/13: Sixty calendar days prior to end of task order period of performance. Updates to the plan shall be submitted within one (1) business day of plan update. The Government shall have ten (10) business days to approve or reject the plan or five (5) business days to approve or reject any revision to the plan.

d. Block 14/15. The Contractor shall electronically deliver one final, reproducible copy to the following person(s):

<Name>, Contracting Officers Representative, <email>
<Name>, Contracting Officer, <email>
<Name>, Administrative Contracting Officer, <email>

PIIN/SIN W56HZV-14-R-0031
MOD/AMD 0003
ATT/EXH ID Attachment 0012
PAGE 1

The ERS Prime Proposal Summary File - Robotics (Attachment 0012) is provided as a Microsoft Excel Workbook and can be accessed at:
<https://contracting.tacom.army.mil/services/S3/S3.htm>