

# ORDER FOR SUPPLIES OR SERVICES

1. CONTRACT/PURCH. ORDER/ AGREEMENT NO. W56HZV-11-D-L509	2. DELIVERY ORDER/ CALL NO. 0032	3. DATE OF ORDER/ CALL (YYYYMMDD) 2014 Oct 30	4. REQ./ PURCH. REQUEST NO. 0010574012-0001	5. PRIORITY
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6. ISSUED BY INSTAL & VEHICLE SUP CONTRACTING DIV 6501 E. 11 MILE ROAD WARREN MI 48397-5000	CODE W56HZV	7. ADMINISTERED BY (if other than 6) INSTAL & VEHICLE SUP CONTRACTING DIV KAREN L KENNEDY CCTA-HDC-AIMS350 KAREN.L.KENNEDY26.CIV@MAIL.MIL WARREN MI 48397-5000	CODE W56HZV	8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER  (See Schedule if other)
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9. CONTRACTOR ALLIANCE TECHNOLOGY SOLUTIONS, L.L.C. NAME MARGIE CARLSON AND 40 ENGELWOOD DR STE H ADDRESS LAKE ORION MI 48359-2419	CODE 3HRW8	FACILITY	10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) <b>SEE SCHEDULE</b>	11. MARK IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input checked="" type="checkbox"/> SMALL DISADVANTAGED <input checked="" type="checkbox"/> WOMEN-OWNED
			12. DISCOUNT TERMS Net 14 Days	
13. MAIL INVOICES TO THE ADDRESS IN BLOCK See Item 15				

14. SHIP TO TARDEC VERNARD HESTER VERNARD HESTER RDTA-CM VERNARD.O.HESTER.CIV@MAIL.MIL WARREN MI 48397-5000	CODE W91ATL	15. PAYMENT WILL BE MADE BY DFAS-INDY VP GFEB5 8899 E 56TH STREET INDIANAPOLIS IN 46249-3800	CODE HQ0490	<b>MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.</b>
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16. TYPE OF ORDER	DELIVERY/ CALL	<input checked="" type="checkbox"/>	This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.
	PURCHASE	<input type="checkbox"/>	Reference your quote dated Furnish the following on terms specified herein. REF:

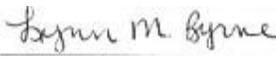
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED (YYYYMMDD)
<input checked="" type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies: <b>1</b>			

17. ACCOUNTING AND APPROPRIATION DATA/ LOCAL USE

**See Schedule**

18. ITEM NO.	19. SCHEDULE OF SUPPLIES/ SERVICES	20. QUANTITY ORDERED/ ACCEPTED*	21. UNIT	22. UNIT PRICE	23. AMOUNT
<b>SEE SCHEDULE</b>					

* If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.	24. UNITED STATES OF AMERICA TEL: 586-282-6553 EMAIL: lynn.m.byrne.civ@mail.mil BY: LYNN M. BYRNE	 CONTRACTING / ORDERING OFFICER	25. TOTAL	\$3,201.00
			26. DIFFERENCES	

27a. QUANTITY IN COLUMN 20 HAS BEEN

INSPECTED     RECEIVED     ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED

b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	c. DATE (YYYYMMDD)	d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	28. SHIP NO.	29. DO VOUCHER NO.	30. INITIALS
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f. TELEPHONE NUMBER	g. E-MAIL ADDRESS	<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	32. PAID BY	33. AMOUNT VERIFIED CORRECT FOR
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**36. I certify this account is correct and proper for payment.**

a. DATE (YYYYMMDD)	b. SIGNATURE AND TITLE OF CERTIFYING OFFICER
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<input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	31. PAYMENT	34. CHECK NUMBER
		35. BILL OF LADING NO.

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED (YYYYMMDD)	40. TOTAL CONTAINERS	41. S/R ACCOUNT NO.	42. S/R VOUCHER NO.
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Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		1	Each	\$3,201.00	\$3,201.00

VTC Building 210 Collaboration/Cafe  
FFP  
Task 1 VTC Building 210 Collaboration/Cafe

Reference Quotation: RFQ W56HZV-14-T-A459 (REV 1), dated: 09/11/2014

The contractor shall provide the necessary services and supplies to integrate audio visual (A/V) equipment and/or video teleconference equipment (VTC) for Building 210 Collaboration/Cafeteria Area - Install One Large Flat Panel for TARDEC at Detroit Arsenal. Work to be performed shall be IAW the Performance Work Statement (PWS).

Task 1 – Building 210 Collaboration/Cafeteria Area - Install One Large Flat Panel (Similar to Standard Office Install) (Quantity 1)

**SHIP ALL DELIVERABLES TO:**

Detroit Arsenal  
Central Receiving Dock, Bldg 249  
ATTN: Vernard Hester, 586-282-5950  
6501 E. 11 Mile Rd.  
Warren, MI 48397-5000  
vernard.o.hester.civ@mail.mil  
AMSRD-TAR-E/ITAT

**PLACE OF PERFORMANCE:**

Detroit Arsenal  
ATTN: Vernard Hester, 586-282-5950  
6501 E. 11 Mile Rd.  
Warren, MI 48397-5000  
vernard.o.hester.civ@mail.mil  
AMSRD-TAR-E/ITAT

DELIVERIES WILL NOT BE ACCEPTED AFTER 3:30PM

SHIPPING IS INCLUDED IN COST

MARK FOR: W56HZV-11-D-L509-0032

EXPEDITED DELIVERABLES ARE ACCEPTABLE AT NO ADDITIONAL COST TO THE GOVERNMENT.

FOR INVOICING INSTRUCTIONS, SEE CLAUSE: 52.232-4007 WIDE AREA WORKFLOW.

FOB: Destination

PURCHASE REQUEST NUMBER: 0010574012-0001

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NET AMT

\$3,201.00

ACRN AA

\$3,201.00

CIN: GFEB001057401200002

## Section C - Descriptions and Specifications

TASK ORDER 0032**U.S. ARMY Tank & Automotive Research Development and Engineering Center****Corporate Information Office (CIO-G6)****INFORMATION TECHNOLOGY TASK ORDER**

TASK ORDER NO.: 0032	CLIN:	REV.: N/A	DATE:
CONTRACT NO.: W56HZV-11-D-L509-0032	CONTRACT REFERENCE: W56HZV-11-D-L509-0032		
CONTRACTOR: Alliance Technology Solutions			
PROJECT TITLE: Audio Visual (A/V) Equipment and/or Video Teleconference (VTC) Equipment Integration for: Task 1 – Building 210 Collaboration/Cafeteria Area - Install One Large Flat Panel (Similar to Standard Office Install) (Quantity 1)			
START DATE: October 30, 2014	COMPLETION DATE: December 16, 2015		

COR: Vernard Hester: [vernard.o.hester.civ@mail.mil](mailto:vernard.o.hester.civ@mail.mil) / 586-282-5950

Alt. COR: FloAnn Yoerg: [florence.a.yoerg.civ@mail.mil](mailto:florence.a.yoerg.civ@mail.mil) / (586) 282-5446

Period of Performance (POP): 45 days

**\*\*\*If Applicable: Substitutions of equipment, software, instructions, or objectives listed in the Task Orders are not acceptable and shall not be used.\*\*\***

**Objective:**

TARDEC CIO/G6 has the task of standardization of all Conference Rooms, Video Teleconferencing (VTC) systems and customized audio visual systems throughout all TARDEC buildings. This effort will allow for easier integration, maintenance and life cycle upgrades of outdated equipment. Continuity of Conference Rooms and VTC systems across the user community will allow for more efficient communication and information sharing due to system compatibility.

**Description of Effort:**

Under this task order, the Contractor shall provide the installation of one (1) Very Small conference room (teaming room) in an area commonly used as a collaboration area. The Contractor shall provide audio visual system design, CAD drawings, equipment, materials, installation, engineering, integration, programming, user training and maintenance in accordance with the Performance Work Statement (PWS) Section C and this task order. This quote shall include installation of a new flat panel, along with any noted components and shall also include and any/all corresponding parts, wires, connectors, adapters, converters, miscellaneous parts or anything else necessary to incorporate this new display into the collaboration area.

All electrical power cords to any of the flat panel displays are to be concealed in a surface mount Snap Track style molding (Wiremold/Legrand Model # C210 or similar) and neatly routed to the closest electrical outlet, if a proper outlet has not already been provided.

**Task 1 - Building 210, Collaboration / Cafeteria area****1.1 Description of Location**

1.1.1 Under this task, the contractor shall provide equipment (materials) and integration labor for **Building 210, Collaboration / Cafeteria area.**

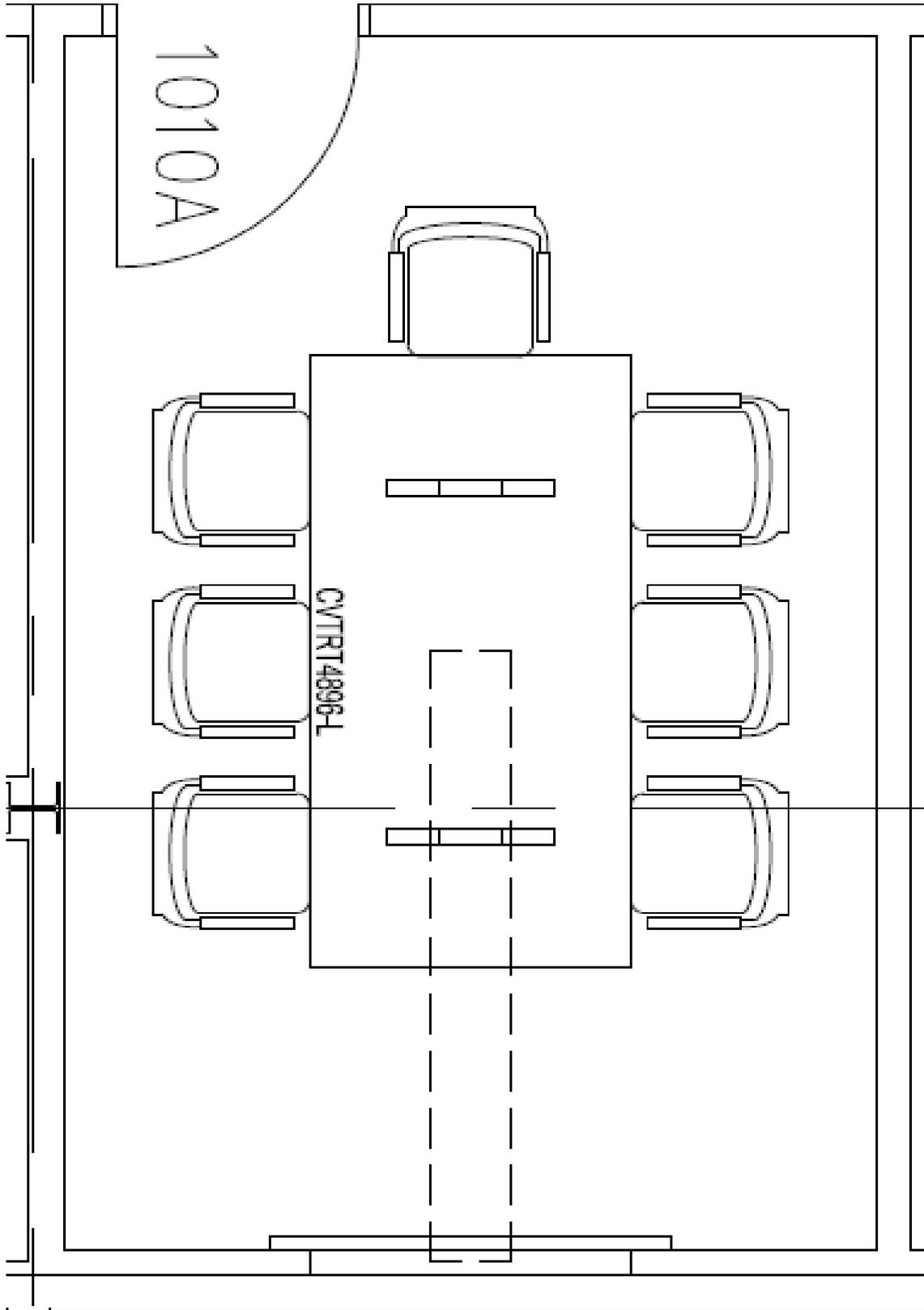
**1.2 Example Room**

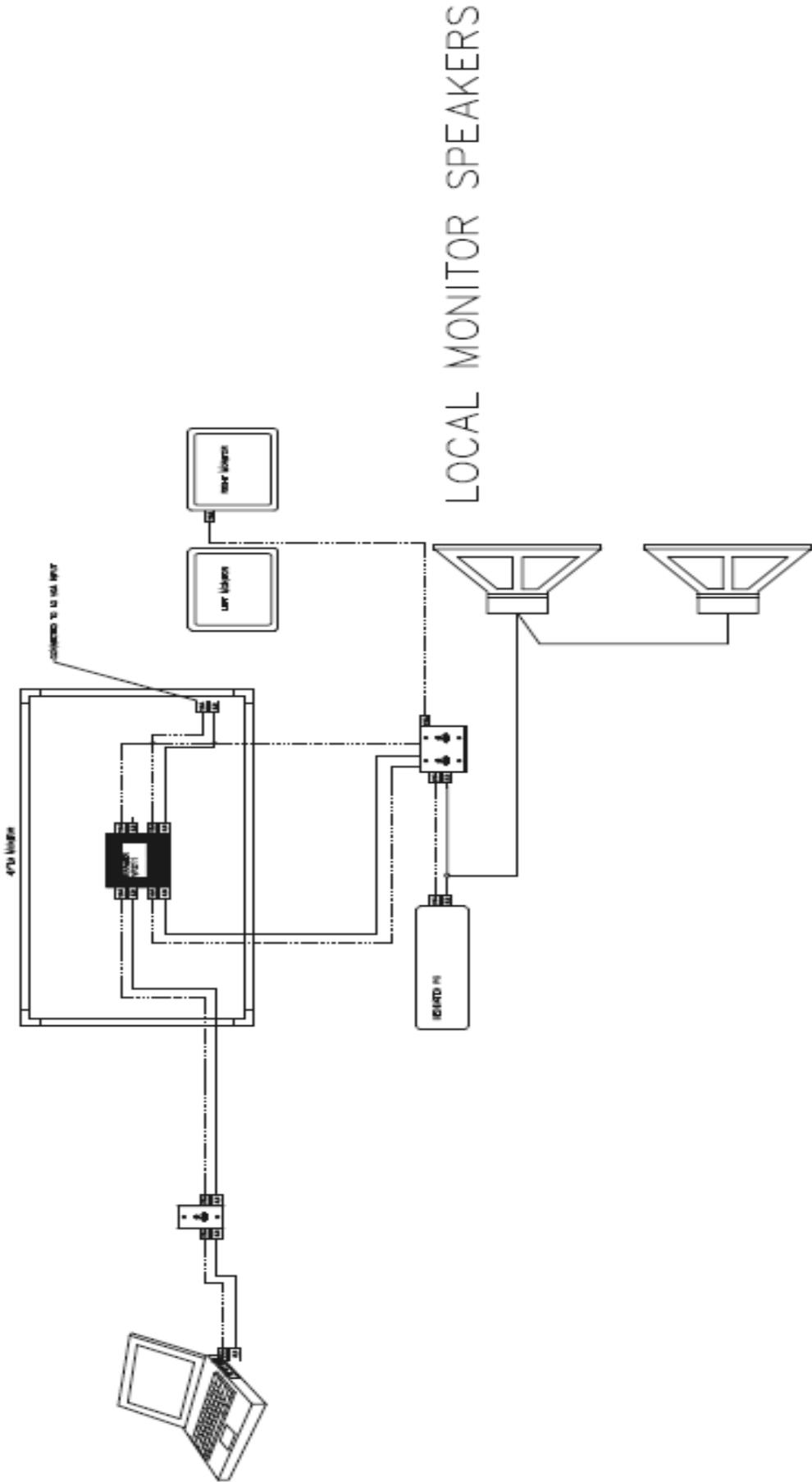
1.2.1 Though TARDEC does not have an identical room to use as an “example” room, a similar example would be a standard Office Install (a slight variation thereof). TARDEC will select an unoccupied A.D. Office to use as an example of the standard that all “Standard Office” Install Rooms shall follow. The Government will provide time during the site visit to visit this completed room. Any questions which may arise during the walk-thru must be noted, in writing, by the individual contractors and submitted in a form and by a date predetermined by contracting. Answers will be provided in writing within a pre-specified amount of time. No questions will be answered during the walk thru.

**1.3 Console Station**

1.3.1 There will be no console station. Just wall plates (2) into which a computer and audio can be plugged. Length of the cable plugged into the wall plate will determine where the computer operator can be seated.

**1.4 Conceptual Drawing for Design  
Objectives**





**1.5 Building 210 Collaboration/Cafeteria Area (Similar to Standard Office Install) (Quantity 1) – Materials List**

Line	Quantity	Description
1	1	70" LED LCD Monitor (Required to Project 1680x1050 in PC Mode At 16:10 Aspect Ratio without Blurring) LC-70LE64OU
2	1	Dual Arm (32" Extension) Articulating Wall Mount up to 80" (Example: MountsDirect.com, model: univ-c)
3	1	25' HDMI cable with Audio, Extron MVGA-A M-M/12, 12' (3.6m), Part number 26-566-03, Male to Male 15-pin HD Micro HR with Audio Cable, or similar
4	1	25' VGA cable with Audio, Extron MVGA-A M-M/25, 25' (7.6m), Part number 26-566-04, Male to Male 15-pin HD Micro HR with Audio Cable, or similar
5	2	Cable Hook (to attach to wall, above wallplate, onto which the cables can be unged and stored neatly)
6	1	Heavy Duty Velcro Strip to attach remote to rear of television.
7	1	Miscellaneous (for wire, various misc. connectors, or anything else needed for a complete and operational install).

**Task 1 – Building 210 Collaboration/Cafeteria Area - Install One Large Flat Panel (Similar to Standard Office Install) (Quantity 1)**

Line	Qty	Manuf.	Part Number	Description
1	1			Project Management
2				Freight
3	1			As Built Drawing
4	4			Labor
5	1	SHARP	LC70-LE650U	Sharp 70" Display
6	1	IGI	UNIV-C	Dual Arm (32" extension) Articulating Wall Mount
7	1	EXTRON	26-566-04	Extron Micro VGA/A
8	1	IGI	HDMI-25FT	25' HDMI Cable
9				Miscellaneous Installation Hardware and Materials

**2. Standardization**

2.1 The Contractor shall procure and install components listed in task 1 integrate and function with existing facilities, fixtures and furniture in the room. Unless the Contractor can prove by written comparison that an alternative item would provide the same or greater specifications for less cost, the equipment lists are as stated. Since commercially available audio visual equipment changes and improves rapidly, the contractor may find,

through market research, that, after contract award, a more suitable, less costly component will satisfy the technical specification of the requirement. When that is the case, the contractor shall make the recommendation, in writing, to the COR for a material option of, at minimum, an equivalent technical specification and function, to include full documented technical specification comparison and cost disclosure. The contractor shall proceed with any alternate component(s) only after approval from the COR and contracting officer.

2.2 All computers shall be Government furnished

2.3 All equipment shall be of commercial grade in order to be optimally controlled by the AV controller. The Government reserves the right to refuse any equipment that is not of commercial grade.

2.4 Flat panels are not always able to be attached directly to the wall. In the case of rooms where the flat panels are to be placed against walls that are glass, metal, cinder block or other material other than drywall, the flat panels are to be hung from the ceiling using stable ceiling mount brackets. These mounts must be installed such that the flat panel is as close to the wall as regulations allow in order to reduce safety hazards with the seating along the outside wall.

### **3. Testing and Adjustment**

3.1 At the completion of an installation the Contractor shall perform functional tests on the system to insure proper installation of any replaced or repaired components. The functional tests shall include operational tests of all program source equipment (record and playback), system inputs and outputs, control programming, IRC interface operation, operational controls, AC power sequencing, and all system electronics. Functional tests include examination for hum, buzz, hiss, oscillation or any other unwanted signals through the system.

### **4. Inspection**

4.1 Upon completion of integration activities, the Government shall have 15 days to inspect and test the equipment and approve installation to the room. If the system is not approved the contractor shall have 7 days to address and correct the problem. Within 7 days the Government will inspect all corrections. This process will repeat as necessary until the Government approves the installation.

### **5. Training**

5.1 In accordance with the base contract Performance Work Statement (PWS) C.3.9 the Contractor shall provide training to a group of no more than six users for up to two hours, within five days of approval of the completion of the conference room. The Contractor shall meet with the group in the VTC facility and demonstrate the VTC system functionality, AC power sequencing and answer any questions the group may have as to the operability of the system.

### **6. As-Built Drawings/Diagrams and Programming**

6.1 As-Built Drawings. The Contractor shall provide comprehensive As-Built drawings, diagrams, project plan, wiring schematic, controller source code, test/verification plan, and any other supporting documentation of the installed VTC suite. The As-Built drawings, diagrams, and documentation of installed system(s) must identify Audio and Video input/output routing, Control and Power, along with applicable connector pin-out/s, rack elevation, and room diagrams for historical, accreditation, and troubleshooting purposes. The Contractor shall provide as-built drawings/diagram and system programming (controller source code that was actually used in each of the rooms) within 30 days of completion of installation.

## **7. Documentation**

7.1 Property Accountability. Contractor shall provide a file box containing a listing of Contractor installed equipment/components for property accountability. Listing shall include item description, quantity, model, and serial number of the equipment/component. Contractor shall provide both hard copy and soft copy of inventory. Soft copy can be provided via email to the Government COR using MS Excel 2007 or compatible file. The Contractor shall provide property inventory within 14 days of completion of installation. Items in the file box shall include, but not be limited to the following:

- System / Technical Manuals for All Installed Hardware / Software
- Instruction Manuals / User Guides for all Hardware / Software provided
- Documentation of Licenses and License Keys, including any/all documentation regarding multi-point license keys.
- Inventory of all provided hardware / software including Manufacturer, Model, Serial Number, Version and Warranty / Service Expiration Dates (Excel format)
- Configuration Records
- Programming Source Code (on DVD)
- Remote Controls and/or any other devices that may have come with any of the hardware

7.2 A copy of the manufacturer's cut-sheets, product literature, and warranty information for all components/equipment the Contractor installed, shall be provided to the Government COR. This information may be provided by the contractor, as electronic files in the Adobe Portable Document Format (PDF) version X or later, to the Government at the time Audio Visual Riser Diagram as-built drawings/diagrams, programming and file box containing the above information are delivered.

7.3 Installation Requirements. The Contractor shall provide a list of all installation requirements for AV rack, power, screen and flat panel installation to include power and installation requirements within 30 days of contract award. All minor building construction needs must be conducted by local Base Operations. This is to include low voltage power installations, 120v and 240v power installations, drywall, painting, patching and lighting. The Government shall coordinate with Base Ops and fund all necessary minor construction in order to install necessary power, patch holes and move/remove lighting as necessary.

7.4 Floor wiring to meeting table and console stations must be run within existing conduits, if available. If an AV wire track is not provided in the room already, one may be required in order to allow for laptop connectivity at both the meeting table and the console station, if separate. All AV tracks must be installed under the carpet and in the least traffic area of the room in order to reduce a trip hazard. Location of AV track shall be approved by the COR prior to installation.

## **8. Meetings**

8.1 The contractor shall facilitate a "Start of Work" meeting in accordance with section C.3.11.1 of the PWS. This meeting shall be held once, prior to the start of work and within 15 days of award. The contractor shall prepare an agenda and provide meeting minutes to the COR as part of the first Monthly Contract Progress and Management Report IAW CDRL A001.

## **9. Hours of Operation/Work Hours**

9.1 Installation hours are 0800 – 1600, Monday through Friday and except holidays as referenced in section 8.7 of the contract.

## **10. Warranty**

10.1 A minimum of one-year warranty shall be provided from the date of acceptance to cover all new Contractor provided equipment and installation related to cabling and physical workmanship.

**11. System Maintenance**

11.1 In accordance with the base contract PWS at C.3.7, the contractor shall inspect equipment and provide quarterly preventive maintenance for all material components and system assemblies under this task order for 12 months after Government approved system inspection. This maintenance shall include: Cleaning projector/flat panel filters and housings, recording lamp run times, projector/flat panel run times, testing all sources and destinations, realigning images on projectors/flat panels, confirming cable connection points, calibrating, testing audio/video quality, firmware/software updates.

11.2 If after maintenance of the rooms the contractor reports that a component is not functioning properly or if any parts require replacement, the contractor shall utilize the minimum one (1) year warranty required in section 12 and provide a list of recommended repairs to include warranty service on material components, labor and associated costs to the COR. The COR shall have 15 days to approve costs prior to the execution of those recommended actions, after which time a modification may be executed to this task order. Under no circumstance shall the contractor execute work for repairs which are not approved by the COR and funded under this task order for one (1) year after acceptance.

**12. Deliverables**

Any/all components that are specified and delivered but are not directly hard-wired into the A/V system (i.e. accessory cables, pointers, etc.) shall be delivered directly to the Government Contact.

CDRL A001 -- Contractor shall submit Monthly Contract Progress and Management Report as required in C.3.3.1. Design Drawings, Wiring Schematics and Equipment List as required in C.3.4 and as specified on this task order. System Programming as required in C.3.5.

CDRL A002 -- Contractor shall submit Technical Report as required in C.3.3.2. System Test Plan IAW C3.6.3

List of all installation requirements for AV Rack, power, screen and flat panel installation IAW this task order.

Section E - Inspection and Acceptance

**INSPECTION AND ACCEPTANCE TERMS**

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government

## Section F - Deliveries or Performance

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 30-OCT-2014 TO 16-DEC-2014	N/A	TARDEC VERNARD HESTER VERNARD HESTER RDTA-CM VERNARD.O.HESTER.CIV@MAIL.MIL WARREN MI 48397-5000 586-282-5950 FOB: Destination	W91ATL

Section G - Contract Administration Data

ACCOUNTING AND APPROPRIATION DATA

AA: 0212014201520400000663633323      R.0009845.1.82      6100.9000021001  
COST CODE: A60FL  
AMOUNT: \$3,201.00  
CIN GFEBS001057401200002: \$3,201.00

## Section I - Contract Clauses

## CLAUSES INCORPORATED BY REFERENCE

252.232-7003 Electronic Submission of Payment Requests and Receiving Reports JUN 2012

## CLAUSES INCORPORATED BY FULL TEXT

52.232-4007

WIDE AREA WORK FLOW (WAWF), CODES, AND DESIGNATED ACCEPTORS (AUG 2012)

The contractor shall use WAWF to electronically process invoices for payment and receiving reports. The contractor shall register to use WAWF and take the Web-based training at <https://wawf.eb.mil>. Direct any questions relating to the system and vendor training to the Ogden Help Desk at 866-618-5988.

To properly route an invoice and receiving report through WAWF, the contractor shall indicate the following when prompted:

1. Select the appropriate type of invoice as indicated below. **It is imperative that contractors select the proper type of invoice.** Improper selection of an invoice type will result in the delay of a payment or the rejection of an invoice submittal.

  X   **Invoice and Receiving Report Combo (Supplies)**

Use for contracts that are entirely for supply requirements or for contracts that are predominantly for supply requirements but also includes minimal service line items.

       **Invoice 2-in-1 (Services)**

Use for contracts that are entirely for service requirements.

2. Use the following DoDAAC (Department of Defense Activity Address Code) codes when prompted:
  - Your firm's CAGE Code: 3HRW8
  - Issue and Admin DoDAAC Code: W56HZV
  - Ship-To DoDAAC Code: W91ATL
  - Accept-By DoDAAC Code: W91ATL
  - Payment DoDAAC Code: HQ0490
3. Include the **Purchase Request Number** as specified in each Contract Line Item Number (CLIN). This number can be found at the bottom of the extended description of each CLIN. **NOTE:** The purchase request number may be different for each CLIN.
4. Indicate the proper **Unit of Measure** as specified in each CLIN. Failure to indicate the proper Unit of Measure will lead to vendor pay issues.
5. Indicate the following **Acceptor, Alternate Acceptor, and Contract Specialist** when the WAWF system prompts for "additional e-mail submission" after clicking "Signature".
  - Primary Acceptor Name: Vernard Hester
  - Primary Acceptor e-mail: [vernard.o.hester.civ@mail.mil](mailto:vernard.o.hester.civ@mail.mil)
  - Alternate Acceptor Name: FloAnn Yoerg

- Alternate Acceptor e-mail: [florence.a.yoerg.civ@mail.mil](mailto:florence.a.yoerg.civ@mail.mil)
- Contract Specialist Name: Karen Kennedy
- Contract Specialist e-mail: [Karen.L.Kennedy26.civ@mail.mil](mailto:Karen.L.Kennedy26.civ@mail.mil)

To track the status of an invoice, in WAWF click on the link, "Pay Status" (myInvoice-External link) found under the tab named "Lookup" or by going to <https://myinvoice.csd.disa.mil/index.html>. If the payment office indicated in the contract is Columbus, direct any payment related questions to the Defense Finance Accounting Services (DFAS) Columbus at 800-756-4571. If the payment office is other than Columbus, contact the contract administrator for the customer service phone/fax numbers.

[End of clause]