

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES	
			J	1	17
2. AMENDMENT/MODIFICATION NO. P00001	3. EFFECTIVE DATE 17-Nov-2014	4. REQUISITION/PURCHASE REQ. NO. SEE SCHEDULE		5. PROJECT NO.(If applicable)	
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 item 6) INSTAL & VEHICLE SUP CONTRACTING DIV SSG TYSON ORNELAS CCTA-HDC-D/MS 350 TYSON.G.ORNELAS.MIL@MAIL.MIL WARREN MI 48397-5000		CODE	W56HZV
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) VANTEX SERVICE CORPORATION ROBERTA BARRERA 5508 W HWY 290 STE 204 AUSTIN TX 78735-8818			9A. AMENDMENT OF SOLICITATION NO.		
			9B. DATED (SEE ITEM 11)		
			X	10A. MOD. OF CONTRACT/ORDER NO. W56HZV-13-P-A748	
			X	10B. DATED (SEE ITEM 13) 27-Sep-2013	
CODE OMOY3	FACILITY CODE OMOY3		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS		
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer 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 _____ copies of the amendment; (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) <b>See Schedule</b>					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 43.103(a)					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: ornelast1579 Reference Request#0010611675 The purpose of modification P00001 is: 1. To exercise Option Year 1 pursuant to FAR 52.217-9. 2. The performance period for this contract is hereby extended from 31 Dec 2014 to 31 Dec 2015. 3. Total contract award amount increased by \$12,701.92 from \$12,701.92 to \$25,403.84. 4. All other terms and conditions remain in effect and unchanged.					
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) JEFFREY B. YEAGER / CONTRACTING OFFICER TEL: 586-282-6200 EMAIL: jeffrey.b.yeager2.civ@mail.mil		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY <i>Jeffrey B. Yeager</i>		16C. DATE SIGNED 25-Nov-2014
(Signature of person authorized to sign)				(Signature of Contracting Officer)	

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The total cost of this contract was increased by \$12,701.92 from \$12,701.92 to \$25,403.84.

## SUPPLIES OR SERVICES AND PRICES

SUBCLIN 1001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001AA		1	Job	\$2,706.88	\$2,706.88

LATRINES PERIOD 1-OPT YR 1  
FFP

Contractor shall provide 2 latrines and service IAW the Performance Work Statement (PWS)

The loaded price for Period 1 in Option Year 1 is \$2,706.88

Please reference quote in response to W56HZV-13-T-A269 dated 26SEP2013

For invoicing instructions see clause: 52.232-4007 Wide Area Workflow

FOB: Destination

PURCHASE REQUEST NUMBER: 0010611675

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NET AMT	\$2,706.88
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ACRN AB

CIN: GFEB001061167500001

\$2,706.88

SUBCLIN 1002AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002AA		1	Job	\$4,474.08	\$4,474.08

LATRINES PERIOD 2-OPT YR 1

FFP

Contractor shall provide 18 latrines and service IAW the Performance Work Statement (PWS)

The loaded price for Period 2 in Option Year 1 is \$4,474.08

Please reference quote in response to W56HZV-13-T-A269 dated 26SEP2013

For invoicing instructions see clause: 52.232-4007 Wide Area Workflow

FOB: Destination

PURCHASE REQUEST NUMBER: 0010611675

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NET AMT	\$4,474.08
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ACRN AB

CIN: GFEB001061167500002

\$4,474.08
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SUBCLIN 1003AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1003AA		1	Job	\$5,520.96	\$5,520.96

LATRINES PERIOD 3- OPT YR 1

FFP

Contractor shall provide 18 latrines and service IAW the Performance Work Statement (PWS)

The loaded price for Period 3 in Option Year 1 is \$5,520.96

Please reference quote in response to W56HZV-13-T-A269 dated 26SEP2013

For invoicing instructions see clause: 52.232-4007 Wide Area Workflow

FOB: Destination

PURCHASE REQUEST NUMBER: 0010611675

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NET AMT	\$5,520.96
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ACRN AB

CIN: GFEB001061167500003

\$5,520.96
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SUBCLIN 1004AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004AA	MANPOWER REPORTING- OPT YR 1 FFP The Contracting Officer's Representative (COR) is responsible for ensuring that the contractor has reported the required information. Information must be verified before the COR will certify invoices for payment. The Manpower Reporting Requirements to Account for Contract Services shall be reported in accordance with clause 52.237-4000. (See contractor Manpower Reporting Clause in the Clause section) FOB: Destination			\$0.00	\$0.00
NET AMT					\$0.00

ACCOUNTING AND APPROPRIATION

Summary for the Payment Office

As a result of this modification, the total funded amount for this document was increased by \$12,701.92 from \$12,701.92 to \$25,403.84.

SUBCLIN 1001AA:

Funding on SUBCLIN 1001AA is initiated as follows:

ACRN: AB

CIN: GFEB001061167500001

Acctng Data: 0212014201520400000665654255      A.0015404.6.1.1      6100.9000021001

Increase: \$2,706.88

Total: \$2,706.88

Cost Code: A5XMM

SUBCLIN 1002AA:

Funding on SUBCLIN 1002AA is initiated as follows:

ACRN: AB

CIN: GFEB001061167500002

Acctng Data: 0212014201520400000665654255      A.0015404.6.1.1      6100.9000021001

Increase: \$4,474.08

Total: \$4,474.08

Cost Code: A5XMM

SUBCLIN 1003AA:

Funding on SUBCLIN 1003AA is initiated as follows:

ACRN: AB

CIN: GFEB001061167500003

Acctng Data: 0212014201520400000665654255      A.0015404.6.1.1      6100.9000021001

Increase: \$5,520.96

Total: \$5,520.96

Cost Code: A5XMM

#### DELIVERIES AND PERFORMANCE

The following Delivery Schedule item has been added to SUBCLIN 1001AA:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 01-JAN-2015 TO 31-DEC-2015	N/A	FORT BLISS GARY HALL SOS INTEGRATION 2624 SHANNON VAN VALZAH RD BLDG 2624, IMP FT BLISS TX 79906-5000 915-568-3442 FOB: Destination	W56TRU

The following Delivery Schedule item has been added to SUBCLIN 1002AA:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 06-MAR-2015 TO 25-SEP-2015	N/A	FORT BLISS GARY HALL SOS INTEGRATION 2624 SHANNON VAN VALZAH RD BLDG 2624, IMP FT BLISS TX 79906-5000 915-568-3442 FOB: Destination	W56TRU

The following Delivery Schedule item has been added to SUBCLIN 1003AA:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
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POP 13-APR-2015 TO  
13-NOV-2015

N/A

FORT BLISS  
GARY HALL  
SOS INTEGRATION  
2624 SHANNON VAN VALZAH RD  
BLDG 2624, IMP  
FT BLISS TX 79906-5000  
915-568-3442  
FOB: Destination

W56TRU

#### INSPECTION AND ACCEPTANCE

The following Acceptance/Inspection Schedule was added for SUBCLIN 1001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1002AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1003AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1004AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
Destination	Government	Destination	Government

The following have been modified:

PERFORMANCE WORK STATEMENT

#### STATEMENT OF WORK

**1 GENERAL:** This is a non-personnel service contract to provide and maintain portable latrines and hand sanitizer. The Government will not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

**1.1 Description of Services:** The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to provide and maintain portable latrine and hand sanitizer and related relocation services.

**1.2 SCOPE:** PM Current, under the SOSI organization, requires standard (his/her) portable latrines (non-flushing) equipped with hand sanitizer at the Integration Motor Pool (IMP) building 2624 Shannon Van Valzah Road, Ft Bliss, Texas 79906-5000 and other locations yet to be determined throughout Fort Bliss and the Fort Bliss maneuver area.

**1.3 BACKGROUND** This effort is in support of Network Integration Evaluation (NIE) 14.2 and 15.1 training being conducted at Fort Bliss and Fort Bliss maneuver areas.

**1.4 PERIOD OF PERFORMANCE:** The period of performance shall be for one (1) Base Year of 12 months and one (1) 12 month option year. The Period of Performance reads as follow:

Base Year        1 January 2014 to 31 December 2014

Option Year I    1 January 2015 to 31 December 2015

**1.5 Quality Control:** Quality Control is the responsibility of the Contractor. The Contractor is responsible for the delivery of quality services to the Government (see FAR 52.246-1, Contractor Inspection Requirements).

**1.5.1 Quality Assurance:**

**1.5.2** The Government will evaluate the Contractor's performance under this contract in accordance with (IAW) the Quality Assurance Surveillance Plan (QASP). This plan is a Government only document primarily focused on what the Government must do to assure that the Contractor has performed IAW the requirement of the statement of work (SOW) of this contract. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable deficiency rate.

**1.5.3 Post Award Conference/Periodic Progress Meetings:** The Contractor shall attend any post award conference convened by the contracting activity or contract administrator office IAW Federal Acquisition Regulation Subpart 42.5, Post Award Orientation. The Contracting Officer, COR, and other Government personnel, as appropriate, will meet periodically with the Contractor to review the Contractor's performance as necessary. At these meetings the Contracting Officer will apprise the Contractor of how the Government views the Contractor's performance and the Contractor shall apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meeting will be at no additional cost to the Government.

**1.6 NORMAL OPERATIONS:**

**1.6.1 Normal Duty Hours:** Delivery and service will occur at building 2624 Fort Bliss TX and other locations yet to be determined throughout Fort Bliss and the Fort Bliss maneuver area during normal work hours from 0800 – 1700 Mountain Time. Work outside of these hours will be coordinated with the Government. If additional services are necessary due to unexpected high usage, weekend work may be necessary.

**1.6.2 Federal Government Holidays:**

New Years Day	1 <sup>st</sup> day of January
Martin Luther King Jr.'s Birthday	3 <sup>rd</sup> Monday of January
Presidents Day	3 <sup>rd</sup> Monday of February
Memorial Day	Last Monday of May
Independence Day	4 <sup>th</sup> day of July
Labor Day	1 <sup>st</sup> Monday of September
Columbus Day	2 <sup>nd</sup> Monday of October

Veterans Day  
Thanksgiving Day  
Christmas Day

11<sup>th</sup> Day of November  
4<sup>th</sup> Thursday of November  
25<sup>th</sup> Day of December

**1.6.2 Emergency Services:** Weekend services are considered emergency services to distinguish from routine services. Emergency services will be performed no later than (8) hours after Contractor is notified of needed services.

**1.7 PLACE OF PERFORMANCE:** The work to be performed under this contract will be performed at various locations not yet determined throughout Fort Bliss and the Fort Bliss maneuver areas on the Government property of Fort Bliss and the Fort Bliss maneuver areas, to include building 2624 Shannon Van Valzah Road, Ft Bliss, Texas 79906-5000

**1.8 Type of Contract: Firm Fixed Price**

**1.9 SECURITY:**

**1.9.1 Security Requirement:** Access to classified information will not be required under this SOW. All Contractor employees under this SOW shall be US citizens. Security clearance is not required and the Government will not award a security clearance to the Contractor. If a mission involves access to a secure area, the Government will provide the escort.

**1.9.2 Unescorted access into Restricted Areas:** Unescorted access into restricted areas will be granted to contractor personnel who possess a current security clearance issued by the Defense Industrial Security Clearance Office (DISCO) or who were the subject of a favorably completed National Agency Check (NAC) or National Criminal Information Check (NCIC). Unescorted access will be authorized provided no more than 24 months have lapsed since the date of the termination of the security clearance or break of service and there is no known adverse information. The Contractor is responsible for providing individuals eligible for unescorted access to service equipment. Since the work to be performed is inside a secure area and all non-US persons are escorted, no foreign nationals (non-US citizens) will be used in this contract.

**1.9.3 NCIC Requests:** The Contractor shall have completed a SSB Form 1199, Application for Civilian ID Card/Security Badge, and FD 258, Application Finger Print Card, for each employee requiring unescorted access who does not meet one of the requirements above. Upon contract award, the Contractor shall obtain required forms from the Contracting Officer's Representative (COR) and return the completed forms to the COR within 10 working days. Until a favorable NCIC is completed, contractor personnel shall be continually escorted into, out of, and within the restricted areas by other contractor personnel who possess a photographic security identification badge. Processing time for the NCIC is approximately 30-45 days. The Contractor shall advise employees that the NCIC shall be used to review criminal history records and that adverse information may result in an employee being denied access into the restricted areas. The Contractor shall be responsible for delays in the performance under this contract caused by the disqualification of employees for unescorted access security badges.

**1.9.4 Physical Security:** The Contractor shall be responsible for safeguarding all Government equipment information and property provided for Contractor use. At the close of each work period, Government facilities, equipment and materials shall be secured.

**1.9.5 Security of Classified Items:** Systems and Information. The Contractor, as a general rule, shall not have access to classified information; however, should classified documents fall into the possession of the Contractor, the Contractor shall immediately contact the COR for disposition instructions.

**1.10 Safety:** The Contractor shall establish and maintain a safety plan which shall be submitted to the Contracting Officer at the time of proposal.

**1.10.1** In order to provide safety control for protection to the life and health of employees and other persons; for prevention of damage to property, materials, supplies, and equipment; and for avoidance of work interruptions in the performance of this contract, the Contractor shall comply with Occupational Safety and Health Act (OSHA) and all pertinent provisions of the publications 29-CFR 1910 and EM 385-1-1.

**1.10.2 Report of Fire and Safety Hazards:** The Contractor shall train personnel to recognize fire and safety hazards and encourage personnel to the performance of their duties to report fire and safety hazards and unsafe conditions to their supervisor. The Contractor shall take corrective action to remedy reported deficiencies IAW the contract. The COR shall be notified of deficiencies beyond the terms of the contract.

**1.10.3 Environment and OSHA:** The Contractor shall comply with all local, state, and federal environmental and occupational safety laws, rules, and regulations. Any apparent conflict between compliance with such local, state, and federal environmental and occupational safety laws, rules, regulations, and compliance with the requirements of the contract shall be immediately brought to the attention of the Contracting Officer or authorized representative for final resolution. The Contractor shall notify the Contracting Officer or authorized representative in writing in addition to any verbal notification of such conflict. The Contractor shall be liable for all fines, penalties, and costs which result from violations of, or failure to comply with, all such local, state, or Federal laws, rules, and regulations. All unsafe acts or conditions fostered by the Contractor or contractor personnel may be grounds for the Contracting Officer or authorized representative to halt any and all contractor performance with a commensurate deduction of monies due to the Contractor until such unsafe conditions are corrected. The Contractor shall take due caution not to endanger personnel during performance of this contract. Upon discovery of a serious hazard such as, but not limited to, fire, or large fuel spill, the Contractor shall notify the Contracting Officer or designated representative and COR.

**1.10.4. Personnel Safety:** The Contractor shall immediately correct all safety deficiencies upon notification of the deficiencies by the Contracting Officer, designated representative or COR, and shall notify the Contracting Officer of the corrective action to be taken.

**1.11. Contracting Officer Representative (COR):** The COR will be identified by separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, and specifications; monitor Contractor's performance and notify both the Contracting Officer and Contractor of any deficiencies; coordinate availability of government furnished property; and provide site entry of contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

**1.12 Personnel:** For purposes of this paragraph, the term “personnel” or “employee(s)” refers to any person performing work related to this contract, including but not limited to, the Contractor’s employees, agents, representatives, or subcontractors. The Contractor shall staff this effort with trained, competent and capable employee(s) for the discipline they are assigned to. The Contractor shall ensure that employees meet all applicable federal, state, local, and installation certification, licensing, medical requirements, and qualifications to perform all assigned tasks and functions as defined in this contract prior to commencement of work. The Contractor shall not permit any personnel to work under this contract if such person is identified by a Government authorized representative to the Contractor as a potential threat to the health, safety, security, general well being, or operational mission of the Army, Fort Bliss Texas. All contractor personnel shall comply with installation security and access procedures and the Contractor’s safety plan

**1.12.1.** Contractor’s personnel, whose tasks involve operation of any vehicles, shall possess a valid U.S. state driver’s license, applicable for the type and class of vehicle being operated.

**1.12.2.** Contractor’s personnel shall either be a United States Citizen or authorized to work in the United States. Pursuant to Fort Bliss regulations and any subsequent revisions, Contractor employees shall obtain badges through the installation Directorate of Emergency Services (DES). Badges will either be issued under the Contractor Verification System (CVS) program (using a Common Access Card (CAC), or under the DES Standardized Contractor ID Badge program. For identification and security purposes, Contractor’s employees shall wear stated badges at all times, when performing work under this contract. Additional Contractor’s personnel identification is neither required nor recommended.

**1.12.3. Speaking, Reading, and Understanding English:** Where reading, understanding, and discussing environmental, health, and safety warnings are an integral part of an employee’s duties, Contractor’s employee shall be able to understand, read, write, and speak the English language fluently. English shall be the only language used with regard to this contract for written correspondence, discussions and other business transactions.

**1.12.4. Identification of Contractor Employees:** The Contractor (to include subcontractors) shall provide each employee an Identification (ID) Badge, which includes at a minimum, the Company Name, Employee Name and a color photo of the employee. ID Badges for Key Personnel shall also indicate their job title. ID Badges shall be worn at all times during which the employee is performing work under this contract. Each Contractor (to include subcontractors) employees shall wear the ID Badge in a conspicuous place on the front of exterior clothing and above the waist except when safety or health reasons prohibit. The Contractor (to include subcontractors) shall be responsible for collection of ID Badges upon completion of the contract or termination of employee. A listing of issued identification cards shall be furnished to the Contracting Officer prior to the contract performance date and updated as needed to reflect Contractor and Subcontractor personnel changes. All contract personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by Contractors are suitably marked as Contractor products or that Contractor participation is appropriately disclosed.

**1.12.5. Installation’s Rules Apply to Contractor:** Rules, regulations, direction, and requirements issued by the Fort Bliss Commanding General apply to all personnel who enter Fort Bliss owned or controlled areas.

**1.12.6.** National Agency Check & Controlled Access Areas. Not applicable.

**1.12.7. Conflict of Interest & Employment of Government Personnel:** The Contractor shall not knowingly employ any person who is a U.S. Government employee if employing that person would create a conflict of interest. Additionally, the Contractor shall not knowingly employ any person who is an employee of the Government, either military or civilian, unless such person seeks and receives written approval according to DOD 5500.7-R, Joint Ethics Regulations (JER) by the individual's commander or director. A copy of the authorization will be provided to the COR.

In addition, the Contractor is prohibited from employing Government Quality Assurance Representatives (QAR) whom the Contractor knows or should have known are responsible for monitoring any contracts/subcontracts awarded to the service provider.

**1.12.8. Conduct of Employees:** Contractor shall not get in a confrontational situation with a Government employee. Should disagreements arise, Contractor shall contact the COR for resolution.

**1.12.9. Employee Uniforms:** Not applicable.

**1.12.10. Personnel Appearance, Health and Hygiene:** Not applicable.

**1.12.11. Contractor Vehicles:** Contractor shall provide company vehicle to perform requirement. The maintenance, upkeep, fueling, and any negligent damage to self or Government property is the responsibility of the Contractor.

**1.12.12. Contractor Advertising:** The Contractor shall not place or display advertising of any kind on Government property.

**1.12.13. Single Point of Contact:** The Contractor shall provide a single Point of Contact (POC) within the company whom the Government can contact concerning contractor performance issues or required Emergency Services. The name of this person and an alternate shall be designated in writing to the Contracting Officer. The POC shall respond to Government calls within one hour.

**1.13 Contractor Travel:** Not applicable.

**1.14 Training:** Not applicable.

**1.15 Data Rights:** Not applicable

**1.16 Phase In/Phase Out Period:** Not applicable.

## **PART 2 DEFINITIONS & ACRONYMS**

### **2 DEFINITIONS AND ACRONYMS:**

#### **2.1. DEFINITIONS:**

**2.1.1 CONTRACT ADMINISTRATOR:** The official Government representative delegated authority by the Contracting Officer to administer a contract. This individual is normally a member of the appropriate Contracting/Procurement career field and advises on all technical contractual matters.

**2.1.2 CONTRACTOR:** A supplier or vendor awarded a contract to provide specific supplies or services to the Government. The term used in this contract refers to the prime.

**2.1.3 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.

**2.1.4 CONTRACTING OFFICER'S 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.

**2.1.5 DEFECTIVE SERVICE:** A service output that does not meet the standard of performance associated with the PWS.

**2.1.6 DELIVERABLE:** Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

**2.1.7 GOVERNMENT-FURNISHED PROPERTY (GFP) OR GOVERNMENT PROPERTY (GP):** Property in the possession of, or directly acquired by, the Government and subsequently made available to the Contractor.

**2.1.8 PHYSICAL SECURITY:** Actions that prevent the loss or damage of Government property.

**2.1.9 QUALITY ASSURANCE:** The Government procedures to verify that services being performed by the Contractor are acceptable IAW established standards and requirements of this contract.

**2.1.10 QUALITY ASSURANCE SPECIALIST:** An official Government representative concerned with matters pertaining to the contract administration process and quality assurance/quality control. Acts as technical advisor to the Contracting Officer in these areas.

**2.1.11 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP):** An organized written document specifying the surveillance methodology to be used for surveillance of Contractor performance.

**2.1.12 QUALITY CONTROL:** All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

**2.1.13 SUBCONTRACTOR:** One that enters into a contract with a prime Contractor. The Government does not have privet of contract with the subcontractor.

**2.1.14 WORK DAY:** The number of hours per day the Contractor provides services IAW the contract.

**2.1.15 WORK WEEK:** Monday through Friday, except for Federal holidays unless specified otherwise.

**2.2 ACRONYMS:**

ACOR	Alternate Contracting Officer's Representative
AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
CCE	Contracting Center of Excellence
CFR	Code of Federal Regulations
CMR	Contract Manpower Reporting
COCO	Contractor-Owned/Contractor Operated
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTS	Commercial-Off-the-Shelf
DA	Department of the Army
DD250	Department of Defense Form 250 (Receiving Report)
DD254	Department of Defense Contract Security Requirement List
DFARS	Defense Federal Acquisition Regulation Supplement
DMDC	Defense Manpower Data Center
DOD	Department of Defense
FAR	Federal Acquisition Regulation
HIPPA	Health Insurance Portability and Accountability Act of 1996
KO	Contracting Officer
OCI	Organizational Conflict of Interest
OCIE	Organizational Clothing and Individual Equipment
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
TE	Technical Exhibit

### **PART 3**

## **GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, AND SERVICES**

### **3. GOVERNMENT FURNISHED ITEMS AND SERVICES:**

3.1. Services: Not applicable.

3.2. Facilities: Not applicable.

3.3. Utilities: Not applicable.

3.4. Equipment: Not applicable.

3.5. Materials: Not applicable.

3.6. Property Control Plan: Not applicable.

#### **PART 4 CONTRACTOR FURNISHED ITEMS AND SERVICES**

##### **4. CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES:**

4.1. **Contractor Furnished Items:** Everything included in this paragraph and its subparagraphs is basic to the contract and should be included in the overhead of the Contractor.

4.1.1. The Contractor shall provide all labor, supervision, transportation, vehicles, supplies, equipment, materials, facilities and services required to perform work under this contract that are not listed under Section 3 of this PWS.

4.2. **Secret Facility Clearance:** Not applicable.

4.3. **Materials:** The Contractor shall provide portable latrines, chemicals, toilet tissue and hand sanitizer in a dispenser in all portable latrines.

4.4. **Equipment:** The Contractor shall provide truck and trailer to transport portable latrines, and storage tank with pump, to clean units, and any personal protective equipment deemed necessary.

4.5. **Responsibilities of the Contractor:** The Contractor shall provide a safe working environment for key consultants and all persons in his/her employ as prescribed by Engineering Manual (EM) 385-1-1, "General Safety Requirements" and 29 CFR 1910 "Occupational Health and Safety". The Contractor shall be responsible for all damages to persons and property that occur in connection with the work and service under this contract, without recourse against the Government. The Contractor shall provide maximum protection, take every reasonable means, and exercise care to prevent unnecessary damage to existing historic structures, contemporary structures, landscape plantings, natural features, roads, utilities, and other public or private facilities. Special attention shall be given to historic structures, natural and landscape features of the areas to protect these elements and their surroundings.

#### **PART 5 SPECIFIC TASKS**

##### **5. Specific Tasks.**

5.1. Primary duty and any subsidiary duties required to complete the intended service. Not applicable.

5.2. **Deliverables.** Latrines toilet paper and hand sanitizer.

5.3. **Inspection Requirements.** The Contractor shall provide quality services and/or products IAW this contract.

5.3.1. An inspection of units will be conducted after windstorms of winds over 40MPH.

5.3.2. When the Contractor's performance is unsatisfactory; a CDR shall be issued. If a CDR has to be issued, the Contractor shall reply in writing, giving the reason for the unsatisfactory condition, and what corrective action has been taken; and procedures to prevent recurrence.

5.4. **Contractor Manpower Reporting:** The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address: <https://cmra.army.mil/>. The required information includes the following:

- (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative;
- (2) Contract number, including task and delivery order number;
- (3) Beginning and ending dates covered by reporting period;
- (4) Contractor name, address, phone number, e-mails address, identity of contractor employee entering data;
- (5) Estimated direct labor hours (including sub-contractors);
- (6) Estimated direct labor dollars paid this reporting period (including sub-contractors);
- (7) Total payments (including sub-contractors);
- (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different);
- (9) Estimated data collection cost;
- (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information);
- (11) Locations where contractor and sub-contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website);
- (12) Presence of deployment or contingency contract language; and
- (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country).

As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year.

## **6 SPECIFIC REQUIREMENTS**

**6.1** : During the period of **1 Jan 2015 to 31 Dec 2015** contractor shall provide 2 each standard (his/her) portable latrines (non-flushing) with hand sanitizer to Building 2624, Shannon Van Valzah Road, Ft Bliss, Texas 79906-5000. Contractor will station one (1) Portable Latrine at the north gate to building 2624 and one (1) Portable Latrine at the south gate to building 2624 on the north side of the Guard Buildings. The contractor will clean/service and provide sufficient quantities of toilet paper and hand sanitizer to ensure availability of supplies until the next schedule service for each portable latrine. Cleaning is required every Tuesday and Thursday unless directed by the COR as a substitute date due to mission need. Contractor will remove all trash and debris, wash down all surfaces with disinfectant and empty the holding tank also, provide toilet paper (minimum of 3 rolls) per day per each Portable Latrine also provide hand sanitizer each Tuesday and Thursday.

**6.2** During the NIE 14.2 and 15.1 VALEX periods **6 Mar 2015 to 13 April 2015 and 28 Aug 2015 to 25 Sep 2015**. Contractor will provide an additional Eighteen (18) standard (his/her) portable latrines (non-flushing) with hand sanitizer to Building 2624, Shannon Van Valzah Road, Ft Bliss, Texas 79906-5000. The contractor will remove all trash and debris, wash down all surfaces with disinfectant and empty the holding tank also, provide sufficient quantities of toilet paper and hand sanitizer to ensure availability of supplies until the next schedule service for each portable latrine. Cleaning will be performed Tuesdays and Thursdays, unless directed by the COR.

**6.3** During the NIE 14.2 and 15.1 execution periods **13 Apr 2015 to 22 May 2015 and 12 Oct 2015 to 13 Nov 2015**. Contractor will provide an additional Eighteen (18) standard (his/her) portable latrines (non-flushing) with hand sanitizer. The contractor shall place Portable Latrines at yet to be determined locations throughout the Fort Bliss maneuver area. The contractor shall provide up to (3) three moves for (18) eighteen of portable latrines during time period as requested. The contractor will remove all trash and debris, wash down all surfaces with disinfectant and empty the holding tank also, provide sufficient quantities of toilet paper and hand sanitizer to ensure availability of supplies until the next schedule service for each portable latrine. The contractor shall clean and service portable latrine 3 times per week – Monday, Wednesday, and Friday unless directed by the COR

**6.4** During performance of this SOW, the Contractor may be required to provide Emergency Service Call Services outside the scheduled service days. If required, the Contractor shall provide this service within (8) eight hours of receipt of call from 0800 – 2000 Mountain Time.

**6.5** At time of service, the Contractor shall annotate when cleaning was performed on contractor provided service performance ticket placed in or on portable latrines in accordance with industry practices. The service ticket will be signed by the Contractor on the date that the service was performed and type of service rendered.

**6.6 Delivery**: All work to be performed in accordance to the SOW.

POP	Latrines	Hand sanitizer	Cleaning	Location	North Side of Building	South Side of Building	Address
1 January 15 to 31	2	2	Tuesday and Thursday	Bldg 2624	1	1	Shannon Van Valzah Road

December 15			according to the SOW				
6 Mar 2015 to 13 April 2015 and 28 Aug 2015 to 25 Sep 2015	18	18	Tuesday and Thursday according to the SOW	Bldg 2624	TBD	TBD	Shannon Van Valzah Road
13 Apr 2015 to 22 May 2015 and 12 Oct 2015 to 13 Nov 2015	18	18	Monday, Wednesday, Friday according to the SOW	TBD	FB TNG Area	FB TNG Area	TBD

## **7 TECHNICAL POINT OF CONTACT**

Gary L. Hall [gary.l.hall38.civ@mail.mil](mailto:gary.l.hall38.civ@mail.mil) COM 915-568-3442, DSN 678-3442 Cell 575-993-7032

## **8 MANPOWER REPORTING**

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the SOSI Latrines Service via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: <http://www.ecmra.mil/>, and then click on “Department of the Army CMRA” or the icon of the DoD organization that is receiving or benefitting from the contracted services.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year, beginning with 2013. Contractors may direct questions to the help desk by clicking on “Send an email” which is located under the Help Resources ribbon on the right side of the login page of the applicable Service/Component’s CMR website.

(End of Summary of Changes)