

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

| | | | | |
|-----------------|-------------------------|-----------------|------------------------|----------------------------|
| 2. CONTRACT NO. | 3. AWARD/EFFECTIVE DATE | 4. ORDER NUMBER | 5. SOLICITATION NUMBER | 6. SOLICITATION ISSUE DATE |
|-----------------|-------------------------|-----------------|------------------------|----------------------------|

| | | | |
|---------------------------------------|---------|--|-------------------------------|
| 7. FOR SOLICITATION INFORMATION CALL: | a. NAME | b. TELEPHONE NUMBER (No collect calls) | 8. OFFER DUE DATE/ LOCAL TIME |
|---------------------------------------|---------|--|-------------------------------|

| | | | |
|--------------|------|--|---|
| 9. ISSUED BY | CODE | | 10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: _____ % FOR: |
| | | | <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS _____ <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8 (A) SIZE STANDARD: |

| | | | |
|--|--------------------|--|-------------|
| 11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE | 12. DISCOUNT TERMS | 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/> | 13b. RATING |
| | | 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP | |

| | | | | | |
|----------------|------|--|---------------------|------|--|
| 15. DELIVER TO | CODE | | 16. ADMINISTERED BY | CODE | |
|----------------|------|--|---------------------|------|--|

| | | | | | | | |
|--------------------------|------|--|---------------|--|------------------------------|------|--|
| 17a. CONTRACTOR/ OFFEROR | CODE | | FACILITY CODE | | 18a. PAYMENT WILL BE MADE BY | CODE | |
| TELEPHONE NO. | | | | | | | |

| | |
|--|--|
| 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/> | 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM |
|--|--|

| 19. ITEM NO. | 20. SCHEDULE OF SUPPLIES/SERVICES | 21. QUANTITY | 22. UNIT | 23. UNIT PRICE | 24. AMOUNT |
|--|-----------------------------------|--------------|----------|----------------|------------|
| (Use Reverse and/or Attach Additional Sheets as Necessary) | | | | | |

| | |
|---------------------------------------|---|
| 25. ACCOUNTING AND APPROPRIATION DATA | 26. TOTAL AWARD AMOUNT (For Govt. Use Only) |
|---------------------------------------|---|

| | |
|---|--|
| 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA | <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED |
| 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA | <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED |

| | |
|---|--|
| 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED | 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: |
|---|--|

| | | | |
|---|--|--|------------------|
| 30a. SIGNATURE OF OFFEROR/CONTRACTOR | 31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) | | |
| 30b. NAME AND TITLE OF SIGNER (Type or print) June W. Adams Director, Contract Administration | 30c. DATE SIGNED 09/14/2020 | 31b. NAME OF CONTRACTING OFFICER (Type or print) | 31c. DATE SIGNED |

Solicitation/Contract Form

Supplies or Services and Prices/Cost

Additional Information/Notes

| Item | Supplies/Service | Quantity | Unit | Unit Price | Amount |
|-----------------------|---|----------|--------|------------|---------------------------------|
| 0001 | OASIS INSPECTOR FOR R&O TO INSPECT ALL FACILITIES Product Service Code: R425 Firm Fixed Price | 3,840 | Hours | USD 44.95 | Firm Price USD 172,608.00 |
| 000101 | Funding for CLIN 0001 Purchase Requisition Number: F1P35A0169AW012 CIN: 00000000000005810764 ACRN: AA | | | | Funded Amount USD 172,608.00 |
| 0002 | OASIS INSPECTOR GSA Access Fee Product Service Code: R425 Firm Fixed Price CIN: 00000000000005766734 | 12 | Months | USD 71.92 | Firm Price USD 863.04 |
| 000201 | Funding for CLIN 0002 Purchase Requisition Number: F1P35A0169AW012 CIN: 00000000000005810766 ACRN: AA | | | | Funded Amount USD 863.04 |
| Option Line Item 1001 | OASIS INSPECTOR FOR R&O TO INSPECT ALL FACILITIES FY22 Product Service Code: R425 Firm Fixed Price | 3,840 | Hours | USD 44.95 | Firm Price USD 172,608.00 |
| Option Line Item 1002 | OASIS INSPECTOR GSA Access Fee Product Service Code: R425 Firm Fixed Price | 12 | Months | USD 71.92 | Firm Price USD 863.04 |
| Option Line Item 2001 | OASIS INSPECTOR FOR R&O TO INSPECT ALL FACILITIES Product Service Code: R425 Firm Fixed Price | 3,840 | Hours | USD 44.95 | Firm Price USD 172,608.00 |
| Option Line Item 2002 | OASIS INSPECTOR GSA Access Fee Product Service Code: R425 Firm Fixed Price | 12 | Months | USD 71.92 | Firm Price USD 863.04 |
| Option Line Item 3001 | OASIS INSPECTOR FOR R&O TO INSPECT ALL FACILITIES Product Service Code: R425 Firm Fixed Price | 3,840 | Hours | USD 44.95 | Firm Price USD 172,608.00 |
| Option | | | | | Firm Price |

| | | | | | |
|--------------------------------|--|-------|--------|-----------|------------------------------|
| Line Item 3002 | OASIS INSPECTOR GSA Access Fee Product Service Code: R425 Firm Fixed Price | 12 | Months | USD 71.92 | USD 863.04 |
| Option Line Item 4001 | OASIS INSPECTOR FOR R&O TO INSPECT ALL FACILITIES Product Service Code: R425 Firm Fixed Price | 3,840 | Hours | USD 44.95 | Firm Price USD 172,608.00 |
| Option Line Item 4002 | OASIS INSPECTOR GSA Access Fee Product Service Code: R425 Firm Fixed Price | 12 | Months | USD 71.92 | Firm Price USD 863.04 |

Description/Specifications/Statement of Work

Requirements
Building Inspector Services

Packaging and Marking

Inspection and Acceptance

0001

Inspection and Acceptance Location

Both

Destination

Instructions: N/A

DoDAAC: F1P35A

Cage:

DunsNumber:

Duns4Number:

CountryCode: USA

355 CES

AF BPN NO MILSBILLS

PROCESSES

5220 E MADERA BLDG 5313

DAVIS MONTHAN AFB, AZ 85707

UNITED STATES

OfficeCode:

Mark Hixson

Telephone: 520-228-4979

Email: mark.hixson@us.af.mil

0002

Inspection and Acceptance Location

Both

Destination

Instructions: N/A

DoDAAC: F1P35A

Cage:

DunsNumber:

Duns4Number:

CountryCode: USA

355 CES

AF BPN NO MILSBILLS

PROCESSES

5220 E MADERA BLDG 5313

DAVIS MONTHAN AFB, AZ 85707

UNITED STATES

OfficeCode:

Mark Hixson

Telephone: 520-228-4979

Email: mark.hixson@us.af.mil

Option Line Item 1001

Inspection and Acceptance Location

Both

Destination

Instructions: N/A

DoDAAC: F1P35A

Cage:

DunsNumber:

Duns4Number:

CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 1002

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 2001

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 2002

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 3001

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 3002

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES

AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 4001

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Option Line Item 4002

Inspection and Acceptance Location
Both
Destination
Instructions: N/A

DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA

355 CES
AF BPN NO MILSBILLS
PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Deliveries or Performance

Contractor
Destination

0001**Delivery Schedule****Ship To Address**

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2020
To
13 SEP 2021

000101**0002****Delivery Schedule****Ship To Address**

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2020

To
13 SEP 2021

000201

**Option Line
Item 1001**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2021
To
13 SEP 2022

**Option Line
Item 1002**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2021
To
13 SEP 2022

**Option Line
Item 2001**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2022
To
13 SEP 2023

**Option Line
Item 2002**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2022
To
13 SEP 2023

**Option Line
Item 3001**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:

DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2023
To
13 SEP 2024

**Option Line
Item 3002**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2023
To
13 SEP 2024

**Option Line
Item 4001**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2024
To
13 SEP 2025

**Option Line
Item 4002**

Delivery Schedule

Ship To Address

Place of Performance
DoDAAC: F1P35A
Cage:
DunsNumber:
Duns4Number:
CountryCode: USA
355 CES
AF BPN NO MILSBILLS PROCESSES
5220 E MADERA BLDG 5313
DAVIS MONTHAN AFB, AZ 85707
UNITED STATES

OfficeCode:
Mark Hixson
Telephone: 520-228-4979
Email: mark.hixson@us.af.mil

Period of Performance
From
14 SEP 2024
To
13 SEP 2025

Contract Administration Data

| | |
|---------------|---|
| ACRN | Line of Accounting |
| AA | 5703400 300 18AE 374421 01 53200 22178F 387700 F87700 WO:OASIS3 |
| Amount | USD 172,608.00 |
| AA | 5703400 300 18AE 374421 01 53200 22178F 387700 F87700 WO:OASIS3 |
| Amount | USD 863.04 |

| ACRN | CLIN/SLIN | CIN | Amount |
|------|-----------|----------------------|----------------|
| AA | 000101 | 00000000000005810764 | USD 172,608.00 |
| AA | 000201 | 00000000000005810766 | USD 863.04 |

DFARS Clauses Incorporated by Reference

| Number | Title | Effective Date |
|--------------|--|----------------|
| 252.201-7000 | Contracting Officer's Representative | 1991-12 |
| 252.204-7006 | Billing Instructions. | 2005-10 |
| 252.232-7003 | Electronic Submission of Payment Requests and Receiving Reports. | 2018-12 |

DFARS Clauses Incorporated by Full Text

252.232-7006 Wide Area WorkFlow Payment Instructions. 2018-12

As prescribed in 232.7004(b), use the following clause:

WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (DEC 2018)

(a) Definitions. As used in this clause-

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

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

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

"Payment request" and "receiving report" are defined in the clause at 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(b) Electronic invoicing. The WAWF system provides the method to electronically process vendor payment requests and receiving reports, as authorized by Defense Federal Acquisition Regulation Supplement (DFARS) 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall-

- (1) Have a designated electronic business point of contact in the System for Award Management at <https://www.sam.gov>; and
- (2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

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

(e) WAWF methods of document submission. Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor shall use the following information when submitting payment requests and receiving reports in WAWF for this contract or task or delivery order:

(1) Document type. The Contractor shall submit payment requests using the following document type(s):

(i) For cost-type line items, including labor-hour or time-and-materials, submit a cost voucher.

(ii) For fixed price line items-

(A) That require shipment of a deliverable, submit the invoice and receiving report specified by the Contracting Officer.

(B) For services that do not require shipment of a deliverable, submit either the Invoice 2in1, which meets the requirements for the invoice and receiving report, or the applicable invoice and receiving report, as specified by the Contracting Officer.

2in1

(iii) For customary progress payments based on costs incurred, submit a progress payment request.

(iv) For performance based payments, submit a performance based payment request.

(v) For commercial item financing, submit a commercial item financing request.

(2)) Fast Pay requests are only permitted when Federal Acquisition Regulation (FAR) 52.213-1 is included in the contract.

(f) [Note: The Contractor may use a WAWF "combo" document type to create some combinations of invoice and receiving report in one step.]

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

Routing Data Table*

| Field Name in WAWF | Data to be entered in WAWF |
|---------------------------|----------------------------|
| Pay Official DoDAAC | F87700 |
| Issue By DoDAAC | FA4877 |
| Admin DoDAAC | FA4877 |
| Inspect By DoDAAC | F1P35A |
| Ship To Code | F1P35A |
| Service Approver (DoDAAC) | F1P35A |
| Service Acceptor (DoDAAC) | F1P35A |

(4) Payment request. The Contractor shall ensure a payment request includes documentation appropriate to the type of payment request in accordance with the payment clause, contract financing clause, or Federal Acquisition Regulation 52.216-7, Allowable Cost and Payment, as applicable.

(5) Receiving report. The Contractor shall ensure a receiving report meets the requirements of DFARS Appendix F.

(g) WAWF point of contact.

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

Mark Hixson, 520-228-4979, mark.hixson@us.af.mil
355 CONS/PKBA, 520-228-4918, 355CONS.PKBA.Services@us.af.mil

(2) Contact the WAWF helpdesk at 866-618-5988, if assistance is needed.

(End of clause)

Special Contract Requirements

Contract Clauses

FAR Clauses Incorporated by Reference

| Number | Title | Effective Date |
|-----------|-----------------------------------|----------------|
| 52.222-41 | Service Contract Labor Standards. | 2018-08 |

DFARS Clauses Incorporated by Reference

| Number | Title | Effective Date |
|--------------|---|----------------|
| 252.203-7000 | Requirements Relating to Compensation of Former DoD Officials | 2011-09 |
| 252.203-7002 | Requirement to Inform Employees of Whistleblower Rights. | 2013-09 |
| 252.204-7003 | Control of Government Personnel Work Product. | 1992-04 |
| 252.204-7012 | Safeguarding Covered Defense Information and Cyber Incident Reporting. | 2019-12 |
| 252.204-7015 | Notice of Authorized Disclosure of Information for Litigation Support. | 2016-05 |
| 252.209-7004 | Subcontracting with Firms that are Owned or Controlled by the Government of a Country that is a State Sponsor of Terrorism. | 2019-05 |
| 252.223-7006 | Prohibition on Storage, Treatment, and Disposal of Toxic or Hazardous Materials. | 2014-09 |
| 252.225-7001 | Buy American and Balance of Payments Program. | 2017-12 |
| 252.225-7002 | Qualifying Country Sources as Subcontractors. | 2017-12 |
| 252.225-7012 | Preference for Certain Domestic Commodities. | 2017-12 |
| 252.225-7048 | Export-Controlled Items. | 2013-06 |
| 252.226-7001 | Utilization of Indian Organizations, Indian-Owned Economic Enterprises, and Native Hawaiian Small Business Concerns. | 2019-04 |
| 252.232-7010 | Levies on Contract Payments. | 2006-12 |
| 252.232-7017 | Accelerating Payments to Small Business Subcontractors-Prohibition on Fees and Consideration. | 2020-04 |
| 252.237-7010 | Prohibition on Interrogation of Detainees by Contractor Personnel. | 2013-06 |
| 252.243-7001 | Pricing of Contract Modifications. | 1991-12 |
| 252.243-7002 | Requests for Equitable Adjustment. | 2012-12 |
| 252.244-7000 | Subcontracts for Commercial Items | 2013-06 |

FAR Clauses Incorporated by Full Text

52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. 2020-08

Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (AUG 2020)

(a) * * *

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

* * * * *

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

* * * * *

(b) *Prohibition.* (1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

* * * * *

52.217-8 Option to Extend Services. 1999-11

As prescribed in 17.208(f), insert a clause substantially the same as the following:

Option to Extend Services (Nov 1999)

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

(End of clause)

52.217-9 Option to Extend the Term of the Contract. 2000-03

As prescribed in 17.208(g), insert a clause substantially the same as the following:

Option to Extend the Term of the Contract (Mar 2000)

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

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years, 6 months (months) (years).

(End of clause)

52.222-42 Statement of Equivalent Rates for Federal Hires. 2014-05

As prescribed in 22.1006(b), insert the following clause:

STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 2014)

In compliance with the Service Contract Labor Standards statute and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C.5341 or 5 332.

This Statement is for Information Only: It is not a Wage Determination

| Employee Class | Monetary Wage-Fringe Benefits |
|-----------------------|--------------------------------------|
| | |

| | |
|--------------|--------------------|
| <u>GS-08</u> | <u>\$48,411.00</u> |
| == | == |
| == | == |
| == | == |
| == | == |
| == | == |
| == | == |

(End of clause)

AFFARS Clauses Incorporated by Full Text

5352.201-9101 ACC Ombudsman 10/1/2019

(a) An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and others for this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman does not affect the authority of the program manager, contracting officer, or source selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of protests or formal contract disputes. The ombudsman may refer the interested party to another official who can resolve the concern.

(b) Before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the contracting officer for resolution. Consulting an ombudsman does not alter or postpone the timelines for any other processes (e.g., agency level bid protests, GAO bid protests, requests for debriefings, employee-employer actions, contests of OMB Circular A-76 competition performance decisions).

(c) If resolution cannot be made by the contracting officer, the interested party may contact the ombudsman, Lt Col Aaron Judge, USAF Deputy Director of Contracting, OL-ACC Air Force Installation Contracting Agency Joint Base Langley-Eustis VA COMM: (757) 764-5372 DSN: 574-5372 aaron.judge@us.af.mil. Concerns, issues, disagreements, and recommendations that cannot be resolved at the Center/MAJCOM/DRU/SMC ombudsman level, may be brought by the interested party for further consideration to the Air Force ombudsman, Associate Deputy Assistant Secretary (ADAS) (Contracting), SAF/AQC, 1060 Air Force Pentagon, Washington DC 20330-1060, phone number (571) 256-2395, facsimile number (571) 256-2431.

(d) The ombudsman has no authority to render a decision that binds the agency.

(e) Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries shall be

directed to the contracting officer.

(End of clause)

5352.242-9000 Contractor Access to Air Force Installations 10/1/2019

(a) The contractor shall obtain base identification and vehicle passes, if required, for all contractor personnel who make frequent visits to or perform work on the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display installation identification badges or contractor-furnished, contractor identification badges while visiting or performing work on the installation.

(b) The contractor shall submit a written request on company letterhead to the contracting officer listing the following: contract number, location of work site, start and stop dates, and names of employees and subcontractor employees needing access to the base. The letter will also specify the individual(s) authorized to sign for a request for base identification credentials or vehicle passes. The contracting officer will endorse the request and forward it to the issuing base pass and registration office or Security Forces for processing. When reporting to the registration office, the authorized contractor individual(s) should provide a valid driver's license, current vehicle registration, and valid vehicle insurance certificate to obtain a vehicle pass.

(c) During performance of the contract, the contractor shall be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site.

(d) When work under this contract requires unescorted entry to controlled or restricted areas, the contractor shall comply with AFI 31-101, Integrated Defense, and AFI 31-501, Personnel Security Program Management, citing the appropriate paragraphs as applicable.

(e) Upon completion or termination of the contract or expiration of the identification passes, the prime contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office.

(f) Failure to comply with these requirements may result in withholding of final payment.

(End of clause)

5352.242-9001 Common Access Cards (CAC) for Contractor Personnel 10/1/2019

(a) For installation(s)/location(s) cited in the contract, contractors shall ensure Common Access Cards (CACs) are obtained by all contract or subcontract personnel who meet one or both of the following criteria:

(1) Require logical access to Department of Defense computer networks and systems in either:

(i) the unclassified environment; or

(ii) the classified environment where authorized by governing security directives.

(2) Perform work, which requires the use of a CAC for installation entry control or physical access to facilities and buildings.

(b) Contractors and their personnel shall use the following procedures to obtain CACs:

(1) Contractors shall provide a listing of personnel who require a CAC to the contracting officer. The government will provide the contractor instruction on how to complete the Contractor Verification System (CVS) application and then notify the contractor when approved.

(2) Contractor personnel shall obtain a CAC from the nearest Real Time Automated Personnel Identification Documentation System (RAPIDS) Issuing Facility (typically the local Military Personnel Flight (MPF)).

(c) While visiting or performing work on installation(s)/location(s), contractor personnel shall wear or prominently display the CAC as required by the governing local policy.

(d) During the performance period of the contract, the contractor shall:

(1) Within 7 working days of any changes to the listing of the contract personnel authorized a CAC, provide an updated listing to the contracting officer who will provide the updated listing to the authorizing government official;

(2) Return CACs in accordance with local policy/directives within 7 working days of a change in status for contractor personnel who no longer require logical or physical access;

(3) Return CACs in accordance with local policy/directives within 7 working days following a CACs expiration date; and

(4) Report lost or stolen CACs in accordance with local policy/directives.

(e) Within 7 working days following completion/termination of the contract, the contractor shall return all CACs issued to their personnel to the

issuing office or the location specified by local policy/directives.

(f) Failure to comply with these requirements may result in withholding of final payment.

(End of clause)

List of Attachments

| Number | Attachment Name | Attachment Description | Reference Identifier | Date | URL | Line Item |
|---------------|--|-------------------------------|-----------------------------|-------------|------------|------------------|
| 01 | PWS - Building Inspectors - 21 August 2020 | Performance Work Statement | | 21 AUG 2020 | | |
| 02 | WD 15-5473 Rev 10 | Wage Determination | | 01 JUL 2020 | | |

**Performance Work Statement
for
Inspector Support Services**

1.0. DESCRIPTION OF SERVICES/GENERAL INFORMATION

1.1. Description of Services. This Performance Work Statement (PWS) sets forth the performance requirements for the services required to provide Inspector Support Services through, facility inspector services in support of the 355th Civil Engineering Squadron (355 CES) at Davis-Monthan AFB (DMAFB), Tucson, AZ. The inspectors provided under this support services contract, hereafter are referred to as inspector.

1.1.1. Background. The Government requires inspectors for design phase and through sustainment phase services support for projects executed by the 355th Civil Engineer Squadron (355 CES). Project description includes a full spectrum of program and project management support necessary to plan, design, evaluate, construct, sustain, maintain and dispose of assets pertaining to real property. Required services include a broad range of activities, including technical assistance to 355 CES, facility condition assessment and data analysis, risk management and analysis, and development of recommendations.

1.1.2. Contract Requirements. This requirement is for two (2) facility inspectors, to be located at 355 CES on DMAFB, Tucson, AZ.

1.1.2.1. Contract Manager. The contractor shall designate a primary Contract Manager (CM) and alternate CM who will be responsible for the supervision and performance of contractor provided services. The CM shall have full authority to act for the contractor on all matters relating to the daily operation of the contract. The CM may be one of the inspector employees providing services in accordance with the contract. The contractor shall designate this individual, in writing (name and phone number), to the Contracting Officer (CO) and the Government Contracting Officer's Representative (COR) before the contract start date. An alternate CM must be designated, and the primary CM shall identify in advance when the alternate will sit in for the primary contract manager. The primary CM or alternate CM shall be available by telephone during normal business hours to discuss any issues with the COR.

1.1.3. Inspector Qualifications. The contractor shall provide technically competent and appropriately qualified personnel to be on-site for the period designated by this contract. Personnel must be capable of meeting local security requirements as specified. The contractor employees assigned shall have either: (1) a minimum of an Associate's Degree in Building Inspections and at least 5 years of industrial facility inspection experience, or (2) a minimum of 5 years of industrial facility inspection experience. Consideration will be made for training in any of the inspection categories listed herein. Accepted Associate's Degrees in Building inspections are: Advanced Building Inspection, Electrical Inspection, Plumbing Inspection, Americans with Disabilities Act Building Requirements, Mechanical Code, and Energy Regulations. Contractor employees may also have International Code Council (ICC) and State Certification in place of inspection experience.

1.1.4. Tasks. The tasks detailed in PWS paragraphs 1.1.4. through 1.1.4.4. are the required

inspector tasks. The tasks in paragraph 1.1.4. through 1.1.4.4. are not an all-inclusive list. Contractor personnel will be responsible for ancillary tasks associated with the tasks listed. Although contractor personnel will make recommendations, develop documentation or provide opinions, only Government employees will make decisions pertaining to the acceptability of work or contract interpretation on Government real property.

The inspector shall provide inspection and data analysis services for several Davis-Monthan AFB facilities. The inspector shall aid in projects that require inspections and proper data analysis to ensure proper sustainment and maintenance. Facilities involved are used to carry out a variety of operations and/or used by a number of different activities.

Consistent with applicable legal requirements, this PWS requires that inspectors work with independence and autonomy to complete the tasks defined in the contract. Furthermore, the PWS requires that all official decision-making relating to the inspector's work will be reserved to Government employees and the inspector's efforts will serve to conduct preliminary document preparation, make recommendations after review of data and inform the Government's decision-making.

In performing the tasks described herein, the inspector shall not make final decisions with respect to determining agency policy, approving contractual documents, determining what supplies or services are to be acquired or disposed of by the Government, or administering contracts.

1.1.4.1. Weekly Activity Report. The contractor shall provide a weekly report which summarizes overall performance under this contract. The report shall detail performance under each task of this PWS, addressing completed tasks and the status of ongoing tasks. For in- process tasks, the contractor shall identify accomplishments for the week, identify planned accomplishments for the coming week and potential risks that might negatively impact performance and proposed mitigation plans. Weekly reports shall identify current workload by tasks. Each individual task shall have an individual status section with project number, title, status (i.e. in analysis/study, coordinated solution, programmed), pertinent narrative and open actions and issues. Reports shall be submitted weekly before close of business on the last working day of the week to the COR with a copy to the Contracting Officer. All deliverables shall be submitted to the COR. The COR is responsible for tracking and acceptance.

1.1.4.2. Program/Project Briefings or Technical Reports. The inspector shall provide advice to in-house maintenance activities, staff engineers and other requesting organizations. Provide technical evaluation reports and data reports to the COR. Conduct and/or participate and present facility condition data in meetings and briefings. The contractor shall be prepared to discuss preventative maintenance, data analysis, facility inspections, and technical reports required for facility and utility systems inspections.

1.1.4.3. Data Management. The inspector shall support the tracking, reporting, and updating of data in the Government systems of record, TRIRIGA/BUILDER. The inspector shall be responsible for the timely and accurate reporting of data associated with the task management, work plans/elements/activities, and facility inspections. The inspector shall identify, prevent, or resolve any backlog of asset assessments. The inspector shall report data quality to the COR no

less than monthly and shall assist the Government in managing the data.

The inspector shall develop memoranda and other documents associated to the tasks listed, provide cursory review (quality control) of incoming memoranda and taskers, and route documents for review, approval and signature. The inspector shall also assist management in special projects such as research, documentation, and data analysis as required.

1.1.4.4. Inspections. The inspector shall support the tracking and reporting of Facility Condition Assessments. The inspector will use data systems (TRIRIGA and BUILDER SMS) and available as-builts (or Record Drawings) provided by the Government when assessing the facilities. The inspector shall determine the overall health of the facility by incorporating shop inputs, knowledge, and formal maintenance history from data systems.

1.2. Prohibited Tasks

1.2.1. Personal Services and Inherently Governmental Functions Prohibitions. This contract provides for the delivery of construction phase support services defined in the following provisions of this PWS. In accordance with applicable law and regulation, the Government is strictly prohibited from entering into a contract that provides for the performance of personal services or inherently governmental functions. A prohibited personal services contract is one that involves personnel rendering services that are subject to, either by the contract's terms or by the manner of its administration, the supervision and control usually prevailing in relationships between the Government and its employees. Prohibited inherently governmental functions are defined as activities that are so intimately related to the public interest as to mandate performance by Federal employees. This includes functions that require either the exercise of discretion in applying Federal Government authority or the making of value judgements in making decisions for the Federal Government. In the context of federal contracts, contractor employees are prohibited from performing, but are not limited to, documents defining requirements, incentive plans, and evaluation criteria.

Contractor employees shall refrain from performing personal services or inherently government functions during the performance of this contract. This shall include a duty to remain vigilant to avoid seeking out or accepting the relatively continuous Government supervision and control typically evident between a supervisor and his/her supervisees. In addition, the contractor employees shall not exercise final decision-making authority relating to the tasks defined in the PWS and shall refer a matter requiring an official decision to the COR. The contractor employees shall ensure that the matter is referred as quickly as the circumstances warrant to avoid an unreasonable disruption of the underlying inspector's work.

In the event any inspector perceives in an inappropriate relationship or is being asked to perform an inherently governmental function the inspector employee will notify their Contract Manager who will then notify the Contracting Officer. The Contracting Officer is the final decision authority on whether an inappropriate relationship or performance of an inherently governmental function exists and will take appropriate measures to remedy the situation.

2.0. Services Summary

| Performance Objective | PWS Paragraph | Performance Threshold |
|---|---------------|---|
| 1. Activity Reports | 1.1.4.1. | 0 major errors or 2 minor errors per month. |
| 2. Program/Project Briefings or Technical Reports | 1.1.4.2. | 0 major errors or 2 minor errors per briefing/report. |
| 3. Data Management | 1.1.4.3. | 0 major errors or 2 minor errors per review. |
| 4. Inspections | 1.1.4.4. | 0 major errors or 2 minor errors per review. |

- “Major errors” are defined as engineering recommendations, designs, analysis, or technical evaluation that is in direct noncompliance with accepted/published code and other technical criteria identified in Paragraph 4.0.
- “Minor errors” are defined as administrative in nature or failure to meet established service deadlines without first re-establishing a mutually agreed upon deadline between the contractor and the COR.

3.0. General Information

3.1. Work Authorization. Contractor employees shall not accept instructions issued by any person employed by the Government or otherwise, that may affect the terms and conditions of the contract substantially, other than the Contracting Officer. Any work done by the contractor employees without being properly directed to do so will be done at the contractor employee’s own risk.

3.2. Confidentiality. Contractor employees shall protect the confidentiality of all work accomplished under this PWS. If approached by the media or others not directly involved with the project, the inspector shall refer them to the COR and the Contracting Officer. Quantity surveys and construction cost estimates shall remain the sole property of the Government, and shall not be made available to others for any purpose. The release of information concerning quantities and costs to prospective bidders is prohibited. The contractor shall comply with the Federal Acquisition Regulation (FAR) clause 52.203-16, *Preventing Personal Conflicts of Interest*.

3.3. Inspection, Acceptance, and Deficiencies. The Government will review and provide acceptance of all work delivered under this PWS. During the progress of work, all work and all the inspector's engaged in the work shall be subject to, and available for, inspection by the Government. As soon as practicable after delivery of work in any installment, the Government will spot check for serious errors or an undue number of minor errors indicating mistakes or carelessness on the part of the inspector. The Government may forego a thorough inspection and return the entire deliverable for correction by the inspector. The contractor employees shall correct the deficiencies and resubmit the documents or files required as soon as practical, or as directed

by the COR.

3.4. Contractor Employees. The Contracting Officer reserves the right of the Government to restrict the employment under the contract of any contractor employee or prospective contractor employee identified as a potential threat to the health, safety, security, general well-being, or operational mission of the installation and its population. The contractor shall not employ persons for work on this contract if such employee is identified as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population. Contractor employees shall possess a valid United States driver's license. Contractor employees must read, understand, speak, and write English fluently. Contractor employee must complete a Tier 3 (T3) background investigation prior to being granted access to the local area network performing contract work. The investigation is the Government's responsibility.

3.5. Identification in the Government Workplace. When conversing with Government personnel during business meetings, over the telephone, or via electronic mail the inspector shall identify themselves as such to avoid situations arising where sensitive topics might be better discussed solely between Government employees. The contractor shall identify themselves on any attendance sheet or any coordination documents they may review. Electronic mail signatures shall identify company affiliation. Contract employees shall have the proper background check and obtain a Government issued Common Access Card for use as identification and for Government computer network access.

3.6. Transition and or replacement. The Contractor shall begin performance within 30 days of contract award. The contractor shall minimize the transition of on-site support and keep the Government fully informed of status throughout the 30 day transition period to include replacement of contract personnel during the course of performance of the contract.

3.7. Conflict of Interest. The contractor shall not employ any individual who is an employee of the United States Government if the employment of that individual would create a conflict of interest, nor shall the contractor employ any person who is an employee of the Department of the Air Force, either military or civilian, unless such person seeks and receives approval of the employment in accordance with DoDD 5500-7, *Standards of Conduct*. In addition, the contractor shall not employ any person who is an employee of the Department of the Air Force if such employment would be contrary to the policies contained in AFI 64-106, *Air Force Industrial Labor Relations Activities*.

The contractor is cautioned that off-duty active military personnel hired under this contract may be subject to permanent change of station, change in duty hours, or deployment. Military reservists and National Guard members are/may be subject to recall to active duty. The abrupt absence of these personnel could adversely affect the contractor's ability to perform services. The absence of these personnel at any time shall not constitute an excuse for nonperformance under this contract.

3.8. Normal Hours of Operation and Location. Contractor employees will typically work eight (8) hours per day and no more than forty (40) hours per week with one hour unpaid lunch break. Normal work hours for this facility are between the hours of 7 a.m. and 5 p.m. The inspector will be responsible to determine appropriate work hours and work days as necessary to complete all deliverables in a timely manner. All work must be accomplished at DMAFB. Accomplishment of the efforts contained in this PWS will be primarily in building 4300, 5285 S. Fifth St, DMAFB.

Normal workdays for this facility are Monday through Friday, excluding US Federal Holidays. The projects are located within the boundaries of DMAFB. The 355 CES provides the overall planning/programming, design and construction program management for the installation and its mission partners. Telework may be authorized by the COR and CO on a situational basis as determined through coordination with the contractor's Contract Manager.

3.9. Recognized Federal Holidays. The Government recognizes the following federal holidays and the inspectors will not perform services on federal holidays.

| | | |
|----------------|-----------------------|------------------------|
| New Year's Day | Labor Day | Martin Luther King Day |
| Columbus Day | Washington's Birthday | Veteran's Day |
| Memorial Day | Thanksgiving Day | Independence Day |
| Christmas Day | | |

3.10. Programmed Absences. The Contract Manager shall notify the COR as early as possible of contractor employee programmed absences to allow for planning of service coverage. Absences will be coordinated at least 48 hours in advance when possible. The inspector shall notify the COR at least two weeks in advance, when possible, if the contractor will be absent for an entire day or more.

3.11. Medical and Emergency Absences. In the event a contractor employee cannot perform services due to medical reasons or an emergency, the Contract Manager shall notify the COR as soon as possible. The contractor shall provide an estimated return date for the contractor employee.

3.12. Departing Personnel. Unless there are unforeseen circumstances, the same contractor employees shall remain in place during the period of performance. If an unforeseen circumstance does occur, the contractor shall provide the COR and Contracting Officer written notification, immediately after being made aware of the employee's need/plan to depart.

3.13. Restricted Area Badge. Contractor employees shall display Government-issued restricted area badges on their outer clothing above the waist at all times when security/building requirements require them to do so. To obtain a restricted area badge, contractor employees shall follow established guidelines and submit the proper documents to obtain a restricted area badge.

3.14. For Official Use Only (FOUO). The contractor shall create and maintain FOUO material in accordance with DoD 5400-7R, *DoD Freedom of Information Act Program*, Chapter 4; AFI 33-129, *Transmission of Information via the Internet*, paragraphs 7.4, 8.2.3, 16 and 17; and AFI 33-201, *Communications Security (COMSEC)*, Table 1. The contractor shall mark all documents meeting the requirements identified in DoD Regulation 5400-7/Air Force Supplement, paragraphs C3.2.1.2 thru 3.2.1.9 as "For Official Use Only" in accordance with instructions identified in paragraph C4.2.1. Safeguard all sensitive data in accordance with DoD Regulation 5400.7/Air Force Supplement, paragraph C4.4. When documents containing FOUO material are authorized for destruction, shred the records so that the pieces cannot be reconstructed. Degauss or overwrite magnetic tapes or other magnetic media.

3.15. Contractor Employee Appearance. Contractor employees shall present a professional,

conservative, and neat appearance. Contractor personnel shall report for duty in appropriate attire befitting the work environment, and having complied with socially acceptable standards of personal hygiene. While performing services, contractor employees shall be neat and clean (free of visible dirt and stains), well-groomed and appropriately dressed. The contractor employee's clothing shall fit correctly to provide a professional, modest appearance, in keeping with normally accepted commercial standards of dress for the work being performed.

3.16. Communication. Contractor employees shall maintain open, professional, and respectful communication with Government personnel (military and civilian) and other contractor employees. Valid complaints will be reported in writing to the Contracting Officer for action. Valid complaints will be considered a performance failure. The contractor shall resolve all substantiated complaints immediately upon notification of the complaint.

3.17. Continuation of Essential DoD Contractor Services During Crises. In accordance with Department of Defense Federal Acquisition Regulation Supplement (DFARS), Subpart 237.76, Continuation of Essential Contractor Services, the Government has determined that contract services described in this Performance Work Statement (PWS) are not mission essential and do not require the contractor's continued support during a crisis.

3.18. Training. The contractor shall provide trained and qualified individuals to support the contract. The Government will provide additional ancillary training that cannot be obtained outside of the Government to satisfy Air Force and local requirements.

3.19. Privacy Act. The contractor shall create and maintain Privacy Act data in accordance with Air Force Guidance Memorandum (AFGM) 2018-17-02, *Air Force Enterprise Information Technology Management*; Air Force Manual (AFMAN) 17-302-O, *Communications Security (COMSEC) Operations*, AFI 33-332, *Air Force Privacy and Civil Liberties Program*, and Privacy Act systems of records notice(s) (<http://www.defenselink.mil/privacy/notices/usaf>). The contractor shall not create or maintain a Privacy Act system of records prior to public notice. If the contractor receives a Privacy Act request, the contractor shall search for the records and provide those records to a Government official who, as the authorized official, will decide on releasing the Government records.

3.20. Possession of Deliverables. Some of the contractor deliverables will be For Official Use Only (FOUO) and shall be delivered to the COR no later than the designated suspense date for each deliverable. The contractor shall submit deliverables in the required format as provided by the COR.

3.21. Documents Distribution. Based on the security principle of "need to know," contractor employees shall provide documents only to those individuals designated by the COR and shall not provide documents outside of "operational channels."

3.22. Records/Data. The Government, for itself and such others as it deems appropriate, will have unlimited rights under this contract to all information and materials developed under this contract and furnished to the Government and documentation thereof, reports, and listings, and all other items pertaining to the work and services pursuant to this agreement including any copyright.

Unlimited rights under this contract are rights to use, duplicate, or disclose text, data, drawings, and information, in whole or in part in any manner and for any purpose whatsoever without compensation to or approval from the contractor firm. The Government will have the right to inspect the work and will have access to and the right to make copies of the above-mentioned items. All text, digital files, data, and other products generated under this contract shall become the property of the Government.

3.23. Proprietary Materials. The contractor shall treat all deliverables, documents, and records/data as Government proprietary information. The contractor shall only use the deliverables, documents, and records/data in support of the official mission. The contractor shall not share any of the deliverables, documents, and records/data, other than with those individuals designated by the COR who have a need to know. At least ten (10) days before the contract ends, the contractor shall turn in all copies of Government deliverables, documents and records/data (hard copies and electronic copies) in the contractor's possession to the COR. The contractor shall not re-create, use, or share any of the Government deliverables, documents, and records/data for any purpose after contract completion.

3.24. Materials. All materials purchased through the work/suggestions of the contractor for the use or ownership of the Federal Government, become the property of the Federal Government. The contractor shall document the transfer of any materials via their monthly activity report.

3.25. Applicable Documents. Contractor services shall be provided in accordance with security rules, regulations, and directives, as well as in accordance with standard industry system security practices. The Government will provide access to all documents required for contractor performance, including Government directives, formal specifications, and other documents cited.

3.26. Section 508. All electronic and information technology procured through this contract must meet the applicable accessibility standards at 36 CFR 1194, *Electronic and Information Technology Accessibility Standards*, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at <http://www.access-board.gov/508.htm>.

3.27. Security Requirements. The work conducted on this contract will be for Official Use Only (FOUO) with appropriate markings on all documents produced in support of this PWS. The contractor shall comply with U.S. Air Force administrative, physical and technically security controls to ensure that the Government's security requirements are met.

3.27.1. Listing of Employees. The contractor shall maintain a current listing of employees performing services on DMAFB. The list shall include employee's name, social security number, driver's license number and state of issue, date of birth, and country of citizenship. The contractor shall submit the list to the Contracting Officer and the COR prior to the contract start date, and submit an updated list when an employee's status or information changes, within 5 working days of the change. The name of any contractor employee that is terminated during the period of the contract must be reported to the Contracting Officer in writing within one workday of the employee's termination.

3.27.2. Security Training. All contractor employees shall receive initial and recurring security education training from the sponsoring agency's security manager. Training must be conducted in accordance with DoD 5200.1-R, *Information Security Program*, and AFI 31-401, *Information Security Program Management*. Contractor personnel who work in Air Force controlled/restricted areas must be trained in accordance with AFI 31-101, *The Air Force Installation Security Program*.

3.27.3. Antiterrorism Awareness Training. Level I – Antiterrorism (AT) Awareness Training is available to all contractor employees. Non-Common Access Card (CAC) holders can accomplish Level 1 - AT Awareness Training at <https://jkodirect.jten.mil/Atlas2/page/login/Login.jsf>. Additionally, contractor employees may contact the Government sponsoring agency's Unit Antiterrorism Representative (UATR) to request Antiterrorism Awareness Training material.

3.27.4. Reporting Requirements. Contractor personnel shall immediately report to an appropriate Government authority any information or circumstances of which they are aware may pose a threat to the security of Department of Defense personnel, contractor personnel, resources, and classified or unclassified defense information. Contractor personnel are required to review suspicious activity reporting procedures. Contact the Government sponsoring agency's Unit Antiterrorism Representative (UATR) to request Suspicious Activity Reporting training material. Contact the Base Defense Operation Center (BDOC) to report actual suspicious activity at (520) 228-3200.

3.27.5. Incident Notification. Contractor personnel with access to a government computer shall update their AtHoc profile with current contact information to ensure receipt of incident notification. Contractor personnel without computer access should be alert for notifications from the base public address system (i.e. Giant Voice). Additional notifications can be received via the Davis Monthan AFB Facebook Page. In the event of an incident, contractor personnel should adhere to the guidance provided in the Antiterrorism Awareness Training.

3.27.6. Pass and Identification Items. The contractor shall ensure that all necessary pass and identification items required for contract performance are obtained for contractor employees and non-Government owned vehicles.

3.27.7. Retrieving Identification Media. The contractor shall retrieve all identification media, including vehicle passes from contractor employees that depart for any reason before the contract expires (e.g. terminated for cause, retirement, etc.) and turn them in to the issuing office. Once contractor employees are no longer employed, the contractor shall notify the issuing office of the termination immediately.

3.27.8. Contractor Personnel Travel on the Installation. All contractor personnel will limit their travel on the installation only to specific areas required for performance of services, specified break and meal areas, or travel directly to and from these locations.

3.27.9. Traffic Laws. Contractor employees shall comply with all base traffic regulations.

Contractor employees are subject to random vehicle speed control checks. Contractor personnel cited for speeding on the installation may suffer loss of base driving privileges, debarment from the base, or other administrative action. The use of seat belts is mandatory for all vehicle occupants. The use of cell phones is prohibited while driving on base, unless the phone is a hands-free cell phone.

3.27.10. Random Personnel and Vehicle Searches. Contractor personnel are subject to random personnel and vehicle searches. If contractor personnel refuse to be searched, they will be denied entry to the base, and may result in loss of base driving privileges, debarment from the base, or other administrative action.

3.27.11. Weapons, Firearms, and Ammunition. Contractor employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or within their contractor owned vehicle or privately owned vehicle while on DMAFB.

3.27.12. For Official Use Only (FOUO). The contractor shall comply with DoD 5400.7-R, Chapter 4, *DoD Freedom of Information Act (FOIA) Program* requirements. This regulation sets policy and procedures for the disclosure of records to the public and for marking, handling, transmitting, and safeguarding FOUO material.

3.27.13. Physical Security. Contractor employees shall safeguard all Government property and controlled forms provided for contractor use. At the end of each work period, the contractor shall secure all Government facilities, equipment, and materials. The contractor shall establish and implement methods of ensuring all Government lock combinations, are not lost, misplaced, or used by unauthorized persons. The contractor shall prohibit the use of lock combinations, issued by the Government, by any persons other than the contractor's employees. The contractor shall also prohibit the opening of locked areas by contractor employees to permit entrance of persons other than contractor employees engaged in performance of contract work requirements in those areas.

3.27.14. Key Control. The contractor shall establish and implement methods of making sure all keys/combinations issued to the contractor by the government are not lost or misplaced and are not used by unauthorized persons. The contractor shall not duplicate any keys issued by the Government. The contractor shall immediately report to the COR any occurrences of lost or duplicated keys. In the event keys, other than master keys, are lost or duplicated, the contractor may be required, upon written direction of the Contracting Officer, to re-key or replace the affected lock or locks without cost to the Government. The Government may, however, at its option, replace the affected lock or locks or perform re-keying and deduct the cost of such from the monthly payment due the contractor. In the event a master key is lost or duplicated, the Government shall replace all locks and keys for that system, and the total cost will be deducted from the monthly payment due the contractor.

3.27.15. Protection of Personally Identifiable Information. Personally Identifiable Information (PII) refers to information that can be used to distinguish or trace an individual's identity either alone or when combined with other information that is linked or linkable to a specific individual. PII may range from common data elements such as names, addresses, dates of birth, and places of employment, to identity documents, Social Security numbers (SSN) or other government-issued

identity, precise location information, medical history, and biometrics. The contractor shall protect all PII encountered in the performance of services in accordance with Department of Defense Directive 5400.11, *Department of Defense Privacy Program*, and DoD 5400.11-R, *Department of Defense Privacy Program*. If a PII breach results from the contractor's violation of the aforementioned policies, the contractor shall bear all notification costs, call-center support costs, and credit monitoring service costs for all individuals who's PII has been compromised.

3.27.16. Contractor Background Investigation (BI)

- a. The contractor shall comply with the U.S. Air Force administrative, physical, and technical security controls to ensure the federal government's security requirements are met.
- b. The contractor who need access to the base unclassified network or physical access to the installation are going to require a T1 background investigation & fingerprints with favorable results. All T1 background investigations/Trusted Associate Sponsorship System (TASS) applications for contractors will be processed by 355 CES/Security Manager. In accordance with AFI 16-1406_AFGM 2018_01 section 4.2.4 stated that:
 - i. "Require that contractor employees who need access to government information technology (IT) systems, or otherwise occupy billets designated as national security positions as defined in 5 CFR §1400, are determined to be trustworthy by the completion of a favorable personnel security investigation commensurate with assigned duties and adjudication by a designated government official prior to IT access being granted or assumption of sensitive duties. (T-0) Personnel security investigative requirements for access to information technology systems are based on the level of access/privileges granted to the user (IT Level I, II or III). Privileged access is defined in DoD 8570.01-M, *Information Assurance Workforce Improvement Program*, Appendix 1, Definitions, AP1.22. Privileged Access and AFMAN 17-1301, *Computer Security*, Paragraph 4.2. The government sponsor/security manager submits contractor personnel security investigations (i.e., contractors who do not need access to classified information) for logical access to Government information technology systems, assignment to sensitive duties, or physical access to federal installations."
- c. Contractors hired for work within the United States or its territories and possessions, and who require access to the Davis-Monthan Air Force Base owned or controlled facilities, information systems, security items, or products and/or sensitive but unclassified information shall be U.S. Citizens and shall live within the United States or its territories.
- d. The contractor must run a preliminary criminal background check on candidates prior to being referred for Government Client. Only candidates who pass the preliminary criminal background check performed by the contractor will perform work under this PWS.
- e. All contractors hired for work must pass a criminal background check, which will be performed by 355 FW/Information Protection (IP) prior to being allowed full access to government systems. Failure to pass a criminal background check or a thorough background investigation completed by the 355 FW/IP, is grounds for removal from

working under this PWS.

- f. The contractor shall submit within ten (10) working days after award of this contract, a list containing the full name, and date of birth of these candidates who have successfully passed the preliminary background investigation (BI). Failure of any Contractor personnel to pass a BI means that the contractor has failed to satisfy the requirement to provide cleared personnel.
- g. The continuing failure to meet the requirement to provide cleared personnel is grounds for termination of the task order, unless cleared personnel are timely provided as replacements. The contractor must provide a qualified replacement capable of passing a BI for any person who fails to successfully pass a BI. This policy applies to any personnel hired as replacements.
- h. Completion of the investigation may be as brief as 90 days or as long as 1 year.

3.28. Safety. The contractor shall comply with all local, state and federal laws and safety regulations. Compliance with Occupational Safety and Health Act (OSHA) and other applicable laws and regulations for the protection of contractor employees is exclusively the obligation of the contractor, and the Government will assume no liability or responsibility for the contractor's compliance or noncompliance with such responsibilities.

3.29. Fire Prevention and Safety. Contractor employees shall comply with the OSHA, Davis-Monthan AFB Fire Protection Program, Air Force Occupational Safety, and the Fire Prevention and Health Program.

3.30. Smoking in AF Facilities. Contractors are advised that the AF has placed restrictions on the smoking of tobacco products in Air Force facilities. AFI 40-102, *Tobacco Use in the Air Force*, outlines the procedures used by the commander to control smoking in our facilities. Contractor employees and visitors are subject to the same restrictions as Government personnel. Smoking is permitted only in designated smoking areas.

4.0. GOVERNMENT PROPERTY AND SERVICES

4.1. Facilities, Supplies and Services. The Government will provide office space, desk, office chair, supplies, computers, and shared use of office machines (e.g. copiers, printers, fax machines...).

4.1.1. Informational Sources. The Government will provide the authority to access all information required to perform services. This includes e-mail, data and accounting systems, Internet, Microsoft office products, typically provided via the Government network (Non-Secure Internet Protocol Router Network (NIPRNET)).

The table below lists the software products the Government uses for work products produced through general-purpose office software:

| File Type | Software | Publisher |
|------------------------------------|-------------------|-----------|
| Portable Document Format (*.pdf) | Acrobat | Adobe |
| Hypertext transfer protocol (http) | Internet Explorer | Microsoft |
| Word Processing (*.docx) | WORD | Microsoft |
| Spreadsheets (*.xlsx) | EXCEL | Microsoft |
| Slideshow presentations (*.pptx) | POWERPOINT | Microsoft |
| eMail client (*.msg) | OUTLOOK | Microsoft |
| | RMS | |

4.2. Documentation. The Government will provide access to all documentation required to perform contractor-provided services.

4.3. Telephone Services. The Government will provide the use of telephones for the transmission of official Government information only; including local, CONUS-wide and overseas calls through standard Government assets via Digital Switching Network (DSN) and access to FTS-2000 for official use only. The contractor shall not use Government telephones to transact personal business. The Government is not responsible for charges for collect calls accepted by contractor employees. Telephone calls are subject to the standard monitoring requirements of the Government telephone network. The use of Government phones by the contractor constitutes consent to monitoring. Contract employees are required to identify themselves as a contractor at all times while on the job, (e.g., in the workplace, when attending meetings, when answering government telephones, in emails, or when making phone calls on behalf of the government).

4.4. Government E-Mail Access. The Government will provide Government e-mail access through the Local Area Network (LAN). The contractor shall use e-mail “for official use only”.

4.5. Emergency Services. The Government will provide security forces services (call 228-4444 for emergencies only), and fire protection services (call 228-3333). There are no emergency medical services available on DMAFB; therefore the contractor must dial 911 for emergency medical services. If the contractor calls 911 from a base phone, the contractor must tell the 911 operator that they are calling from DMAFB.

4.6. Recycling Program. The Government will provide recycling services and the contractor shall participate in the base-recycling program.

4.7. Applicable Regulations. All products must follow DMAFB Technical Design Guidelines, as well as Technical Criteria, Standards/Specifications, General Requirements and Government Furnished Information (Use Latest Editions Unless Otherwise Noted). This shall include all applicable Building Codes, National Fire Protection Association (NFPA) Regulations, applicable Unified Facility Criteria (UFCs) Documents, and all current and relevant Air Force Instructions (AFIs), and Engineering Technical Letters (ETLs).

Review/Coordination:

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