

06 June 2014

PERFORMANCE WORK STATEMENT (PWS)

SECURITY ASSISTANCE MANAGEMENT DIRECTORATE (SAMD) AVIATION AND MISSILE SYSTEMS LOGISTICS SUPPORT

1.0 MISSION OBJECTIVE:

1.1 The U.S. Army Aviation and Missile Command (AMCOM), Security Assistance Management Directorate (SAMD) plays a vital role in the implementation and execution of our nation's foreign policy. Under the Security Cooperation Program (Department of Defense (DoD) Policy and Responsibilities Relating to Security Cooperation, DoD Directive (DODD 5132.03) and Armed Forces (10 U.S.C.) and Section 2778 of the Arms Export Control Act (22 U.S.C.), the United States Government (USG) provides defense articles and other defense services to our partner nations in support of U.S. National Security objectives. The AMCOM SAMD mission is to manage the sale, transfer and sustainment of Army aviation and missile systems to our allied nations. The AMCOM SAMD provides structured processes to facilitate the implementation and sustainment of Foreign Military Sales (FMS), Direct Sales/Leasing Programs, Co-Production Programs and other International Programs encompassing current and historical AMCOM managed aviation/ missile systems and associated equipment. Through Letters of Agreement (LOA), our allies, comprised of governments throughout the world, request logistics support for their programs.

1.2 The FMS Integrated Logistics Support (ILS) requirements include: design influence and concept definition; maintenance; manpower and personnel; supply; support equipment; Test Measurement and Diagnostic Equipment (TMDE); training; computer resources; Packaging, Handling and Storage (PHS); transportation; facilities; Standardization and Interoperability (S&I); logistics program support; Reliability, Availability and Maintainability (RAM) and logistics support of Automated Information Systems (AIS).

1.3 The objective of this Performance Work Statement (PWS) is to: provide advice and assistance on the logistics management of FMS aviation and missile (major and secondary items); provide logistics services for independent evaluation, assessment and analysis to achieve FMS logistics solutions; and provide logistics support in the development and execution of the logistics element of Security Assistance programs. Additionally, this PWS will provide each FMS international program manager with logistics management support for FMS weapon systems programs.

1.4 This support shall be provided by the contractor at numerous and varied locations in the Continental United States (CONUS) and Outside the Continental United States (OCONUS). Paragraph 2.0, Performance Requirements, will apply to both CONUS and OCONUS support. Logistics functions performed in-country (OCONUS) involve interfacing and supporting the in-country Field Office and the country's military operations, along with coordination of the U.S. State Department, Department of Defense, United States Security Assistance Command and other USG organizations.

2.0 PERFORMANCE REQUIREMENTS:

2.1 The contractor shall recommend the resolution of a variety of maintenance, supply, fielding and other logistics issues directly and indirectly affecting the sustainment and readiness of equipment. The contractor shall provide recommendations for and changes to Maintenance Plans/Logistics Support Analysis (MP/LSA) records, maintenance/supply/fielding plans and Level of Repair Analysis (LORA). The contractor shall review all LSA requirements and products for analytical correctness and logistic element integration. (Reference SOW ILS 1)

2.2 The contractor shall provide inputs and recommendations concerning logistics support planning and requirements for weapon systems, training equipment, subsystems and/or support systems as follows: support and maintenance concepts; installation locations support arrangements; allowance parts lists; technical documentation; support equipment at each level of maintenance; training courses and schedules; personnel requirements required for operation; maintenance software support and facilities requirements and warranty provisions IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 2)

2.3 The contractor shall prepare drafts and updates for country/system unique Materiel Fielding Plans (MFPs); Provisioning Program Plans (PPPs); Logistic Support Analysis Plans (LSAPs); Depot Maintenance Support Plans (DMSPs); System Support Management Plans (SSMPs); Test Program Set Management Plans (TPSMPs); Depot Maintenance Program Plans (DMPPs); Technical Manuals Verification Plans (TMVPs); and Supply Publications. The contractor shall provide draft plans that address all FMS LOA logistics requirements and provide cost effective logistics support concepts IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 2)

2.4 The contractor shall provide analysis and assessments of the foreign countries FMS LOA logistic maintenance concepts/practices. The contractor shall provide LORA in comparison to the purchased system ILS concept and definition of material fielding concept. As the FMS LOA matures, the contractor shall assess logistics impacts due to improvements or obsolescence and provide

recommendations for logistics driven amendments. The contractor shall provide input and recommendations for developing an approach to assess Diminishing Manufacturing Sources and Material Shortages (DMSMS) and provide expertise in managing the short and long term impact of potential obsolescence and material shortages. The approach shall leverage from the known system configuration and component availability information and shall integrate additional information such as system reliability and spares availability. The contractor shall analyze obsolescence alerts and recommend resolutions or provide alternatives for considering planned technical refresh, available new technologies and planned program updates. (Reference SOW ILS 2)

2.5 The contractor shall review, evaluate and recommend Repair and Return (R&R) Programs in support of FMS spare parts supply systems. The contractor shall provide tracking of spares, recommendations on repair locations, preparation of draft R&R estimates and recommendations on scheduling of work at depots and contractor facilities IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 2)

2.6 The contractor shall provide input and advice by performing studies to determine the manpower/personnel required for the foreign government to support their systems, assemblies, components and spare/replacement parts. (Reference SOW ILS 3)

2.7 The contractor shall monitor and provide input, analysis and recommendations regarding FMS supply issues: the supply requisition process and total warehouse operations; the usage and stockage levels of repair parts; tracking of inventory of items; receipt, storage and issuance of parts; and disposal of secondary items. The contractor shall research documents and reference files to determine the cause of supply discrepancies, locate delinquent items and provide recommendations to remedy delinquent deliveries. These efforts shall ensure timely supply support in terms of the required range and quantity of spares and repair parts IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 4)

2.8 The contractor shall provide analysis and tracking of logistics supply budgets and budget resources as they are expended in support of the FMS LOA. The contractor shall review the supply parts cost data, the development of metrics and compile cost reports in the tracking process. The contractor shall analyze data to address logistics support concerns and their impact on program financial risk. The contractor shall provide recommendations for initiating, controlling and monitoring case logistics funding IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 4)

2.9 The contractor shall provide input and recommendations regarding record preparation, reports and other documentation related to equipment in storage. The contractor shall track FMS assets throughout the FMS life cycle from the

time of LOA implementation to receipt of assets in country. The contractor shall monitor and update status to reflect program/case changes such as amendments, realignments or modifications. The contractor shall identify assets that are "lost" or unaccounted for as candidates for intensified logistics management to refine the program to eliminate deficiencies. The contractor shall provide input, analysis and recommendations regarding the identification and resolution of problems regarding supply problem areas. (Reference SOW ILS 4)

2.10 The contractor shall provide input, analysis and documentation on the FMS customer's supply system, logistics data and modeling, metrics and supply functions IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 4)

2.11 The contractor shall provide analysis of country purchased support equipment, TMDE, Test Program Sets (TPS) and Automated Test Equipment (ATE). The contractor shall provide analysis of proposed/recommended TPS/ATE software changes and library repository services affecting the life cycle management of the FMS country's TPS/ATE. (Reference SOW ILS 5)

2.12 The contractor shall review and analyze training and logistics documents for training requirements. Training shall include both formal academic and hands-on demonstration instruction along with informal mentorship/training in order to increase the capabilities of the foreign government's military preparedness and shall continue throughout the life cycle of the weapon system. The contractor shall provide evaluations of training programs and identify deficiencies. The contractor shall provide analysis and recommendations regarding the training/interface between foreign students and the USG. The contractor shall provide draft training documentation in English and the FMS country's native language. The contractor shall provide analysis of training costs and cost comparison of training methods and strategies. This training for foreign national military requirements shall be held in CONUS and OCONUS locations. These requirements shall be IAW DI-MGMT-80368 and DI-ILSS-80872 (CDRL A001 and A023). (Reference SOW ILS 6)

2.13 The contractor shall provide expertise in the interpretation of the foreign customer's materiel system requirements in order to translate requirements into engineering and logistics support documents. The contractor shall provide input, analysis and recommendations regarding FMS ILS planning taking into consideration country infrastructure and foreign military system capabilities. These plans may be based on FMS LOAs, Direct Sales/Leasing or other International Agreements IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 7)

2.14 The contractor shall review, evaluate, verify and provide technical recommendations regarding system technical publications/manuals/bulletins purchased as part of the FMS effort. The analysis shall address system configuration; descriptive and performance characteristics/features; materials,

methods, practices, processes and services for the development, production, use and support of end items. (Reference SOW ILS 7)

2.15 The contractor shall provide input, analysis and recommendations regarding the development and/or improvements regarding computer database systems and/or maintenance of these databases for documenting FMS logistics programs. These systems include both stand-alone and embedded systems. The contractor shall provide for the research and development of software tools and applications applicable to the financial management and inventory control associated with the FMS LOA. (Reference SOW ILS 8)

2.16 The contractor shall review and evaluate logistics requirements for software program plans and related documentation. This documentation may include Requirements Documents/Contract Statement of Work; System/Model Specification/ Test and Evaluation Master Plans (TEMPs); Independent Verification and Validation Plans; and Test Program Set Management Plans (TPSMP). The contractor shall provide input, analysis and recommendations of facilities, hardware, software documentation, manpower and personnel required to develop and implement computer resource support IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 8)

2.17 The contractor shall provide input, analysis and recommendations to determine the adequacy of FMS Packaging, Handling and Storage (PHS) to protect the quality of products and prevent damage, loss, deterioration, contamination, degradation or substitution of products. Geographical and environmental restrictions shall be included in the analysis and recommendations due to the multi-national regions supported. The contractor shall provide advice for proper PHS of FMS weapons, system equipment, support items, spares and repair parts. Requirements of the following must be carefully assessed: customs, air shipping, rail shipping, container considerations and special movement precautions. The contractor shall assess the mobility and transportation asset impact of the shipping mode or the contract shipper. The contractor shall provide on-site port inspections in support of FMS hardware fielding IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 9)

2.18 The contractor shall provide analysis and recommendations regarding the development of draft FMS Transportation and Transportability plans. The contractor shall evaluate the development of transportation cost estimates for movement of the FMS hardware, support equipment and spare parts worldwide. The contractor shall evaluate transportation modes and networks, assess container requirements and draft supporting transportation documentation. The contractor shall include Class V items transported to the FMS country in their analysis. The contractor shall prepare and review draft documentation for transportability demonstration, verification/validation of technical manuals, airdrop and container requirements and unit's mobility (PLL/ASL) IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 10)

2.19 The contractor shall provide analysis, input and recommendations regarding FMS logistics support facility requirements to ensure support facilities (CONUS and OCONUS) are available concurrent with FMS testing of equipment/systems, assets fielding or other program requirements. The contractor shall provide recommendations for warehouse operations, new or modified construction, assistance with facilities set-up and establishment of facilities for cost effective operations for FMS assets. These facility support activities shall include facility/location/improvement space requirements; environments impacts; duration or frequency of use; safety/health standards; and security requirements IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 11)

2.20 The contractor shall provide integrated logistics support input, advice and recommendations for FMS, Direct Sales/Leasing Programs, Co-Production Programs and other International Programs. (Reference SOW ILS 14)

2.21 The contractor shall assist in the operational safety and maintenance of fielded equipment by reviewing and providing analysis of proposed and approved engineering changes. The contractor shall provide analysis and recommendations regarding FMS field reports and equipment improvement reports. The contractor shall develop draft Operation and Support (O&S) FMS comparisons between USG and allied nations and development of concepts associated with common logistics support programs for multi-nations. The contractor shall provide recommendations for developing and maintaining comprehensive readiness plans for the FMS weapon systems, training equipment, subsystems and support systems. These plans shall contain O&S cost reduction targets, define initiatives to achieve those targets, identify metrics used to measure program progress and identify barriers and impediments to reach program goals IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 14)

2.22 In order to provide field support maintenance engineering and analysis services, the contractor shall provide assessments of logistic support costs and limits, schedules and asset inventory. The contractor shall provide expertise in the Continuous Technology Refreshment (CTR) programs enhancing the supportability cost reduction initiatives through technology insertion/upgrades. The contractor shall review and provide recommendations for the management of the FMS weapon system during the product life cycle. The contractor shall perform logistics value engineering analysis and develop recommended implementation proposals IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 14)

2.23 In support of materiel changes and modifications on fielded systems. The contractor shall provide maintenance engineering services by preparing draft fielding plans; verifying and reviewing technical documents, drawings and

procedures, along with associated/related items; and reviewing the allocation of repair parts and stock level changes IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 14)

2.24 The contractor shall provide input, analysis and recommendations to special FMS Logistics Data Management projects and material fielding teams in the areas of: validating maintenance procedures; comparing and analyzing basic issue items list (BILL) against the weapon system's databases; preparing recommendations to reduce O&S costs; providing evaluations of Deficiency Reports data and warranty data; performing analysis/special studies regarding transportation of materiel from the origin to the destination; and performing logistical, technical and physical inspection of equipment CONUS and OCONUS IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 14)

2.25 The contractor shall attend and participate in FMS Program Management Reviews (PMRs), Financial Management Reviews (FMRs), International Program Reviews (IPRs), Country Management Reviews (CMRs) and other meetings CONUS and OCONUS. The contractor shall help prepare draft agendas/briefings/presentations/status reports and follow-up minutes documenting results of the meetings and any action items identified. The contractor shall track all action items to ensure timely completion of the actions identified. Draft status reports shall provide detailed information regarding the foreign customer's assets; financial expenditures; and logistics management issues. The contractor shall provide input and recommendations regarding the visits of foreign delegates to the United States (US), as well as USG and contractor personnel visits to the FMS country IAW DI-MGMT-80368, DI-ADMN-81373, DI-ADMN-81505, DI-ADMN-81249A and DI-ADMN-81250A (CDRLS A001, A004, A006, A014 and A015). (Reference SOW ILS 14)

2.26 The contractor shall review, evaluate and recommend data collection management in support of the ILS effort. The contractor shall include the following in their data collection assessment: reliability, availability and maintainability (RAM) engineering reviews; reliability/availability/maintainability programs; design analysis; and integrated diagnostics programs IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 15)

2.27 The contractor shall provide Automated Information Systems (AIS) advice and recommendations involving business process improvements/re-engineering; recommend common definitions in support of data standardization; ensure business process requirements are incorporated into automated systems for tracking FMS information; create and generate logistics automation enterprises; and prepare draft briefings and reports on automation initiative and business processes IAW DI-MGMT-80368 (CDRL A001). (Reference SOW ILS 16)

3.0 TRAVEL:

Extensive travel in CONUS and OCONUS may be required in performance of this PWS. Contractor personnel shall possess and maintain a valid passport. An appropriate Visa, a theatre clearance and country clearance may be required for travel to some OCONUS locations. The contractor must receive approval from the Contracting Officer's Representative (COR) prior to performing any travel. A trip report is required IAW DI-ADMN-81505 (CDRL A006).

4.0 SECURITY:

The contractor shall provide security to a level necessary to meet the requirements of the tasks requested. Contractor's work effort shall not be above the level of SECRET. Contract personnel shall retain a SECRET level clearance for the duration of the Task Order.

The following Antiterrorism/Operations Security Items that pertain to the PWS:

4.1 AT Level I Training. This provision/contract text is for contractor employees with an area of performance within an Army controlled installation, facility or area. All contractor employees, to include subcontractor employees, requiring access to government installations, facilities and controlled access areas shall complete AT Level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within 30 calendar days after completion of training by all employees and subcontractor personnel. AT level I awareness training is available at the following website:
<https://atlevel1.dtic.mil/at>.

4.2 AT Awareness Training for Contractor Personnel Traveling Overseas. This standard language text required US based contractor employees and associated sub-contractor employees to make available and to receive government provided area of responsibility (AOR) specific AT awareness training as directed by AR 525-13. Specific AOR training content is directed by the combatant commander with the unit ATO being the local point of contact.

4.3 iWATCH Training. This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area. The contractor and all associated sub-contractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of contract

award and within 30 calendar days of new employees commencing performance with the results reported to the COR NLT 30 calendar days after contract award.

4.4 Access and General Protection/Security Policy and Procedures. This standard language text is for contractor employees with an area of performance within an Army controlled installation, facility or area. Contractor and all associated sub-contractors employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative). The contractor shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity verification requirements as directed by DOD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

4.5 For Contracts That Require Handling or Access to Classified Information. Contractor shall comply with FAR 52.204-2, Security Requirements and DD 254, Contract Security Classification Specification. This clause involves access to information classified "Confidential," "Secret," or "Top Secret" and requires contractors to comply with (1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); any revisions to DOD 5220.22-M, notice of which has been furnished to the contractor.

4.6 For Contracts that Require OPSEC Training. Per AR 530-1, Operations Security, new contractor employees must complete Level I OPSEC training within 30 calendar days of their reporting for duty. All contractor employees must complete annual OPSEC awareness training.

4.7 Contractor Employees Who Require Access to Government Information Systems. All contractor employees with access to a government info system must be registered in the ATCTS (Army Training Certification Tracking System) at commencement of services, and must successfully complete the DOD Information Assurance Awareness prior to access to the IS and then annually thereafter.

4.8 For Information assurance (IA)/information technology (IT) training. All contractor employees and associated sub-contractor employees must complete the DoD IA awareness training before issuance of network access and annually thereafter. All contractor employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within six months of employment.

4.9 For Contractors Authorized to Accompany the Force. DFARS Clause 252.225-7040, Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States. The clause shall be used in solicitations and contracts that authorize contractor personnel to accompany US Armed Forces deployed outside the US in contingency operations; humanitarian or peacekeeping operations; or other military operations or exercises, when designated by the combatant commander. The clause discusses the following AT/OPSEC related topics: required compliance with laws and regulations, pre-deployment requirements, required training (per combatant command guidance), and personnel data required.

4.10 For Contract Requiring Performance or Delivery in a Foreign Country, DFARS Clause 252.225-7043, Antiterrorism/Force Protection for Defense Contractors Outside the US. The clause shall be used in solicitations and contracts that require performance or delivery in a foreign country. This clause applies to both contingencies and non-contingency support. The key AT requirement is for non-local national contractor personnel to comply with theater clearance requirements and allows the combatant commander to exercise oversight to ensure the contractor's compliance with combatant commander and subordinate task force commander policies and directives.

5.0 GOVERNMENT FURNISHED PROPERTY:

5.1 Work will/shall be performed at either USG, contractor or in-country facilities or a combination thereof. OCONUS facilities may be a USG site, a contractor facility or a foreign government facility and may involve multiple sites.

5.2 When work is performed at a USG facility the contractor will be provided office space and furnishings, including desk/modular workspace, chair, telephone, office supplies and reproduction facilities. The USG will provide computer hardware and software, including computers, authorized software, printers, reproduction equipment and other specialized equipment consistent with the tasks. The USG will provide standard operational procedures, applicable regulations, manuals, texts, briefs and other materials associated with the project. The USG will provide initial familiarization/orientation on-site.

5.3 Work performed at a contractor facility shall entail the contractor providing office space and furnishings, including desk/modular workspace, chair, telephone, office supplies and reproduction facilities. The contractor shall provide computer hardware and software, including computers, authorized software, printers, reproduction equipment and other specialized equipment consistent with the tasks. The contractor shall provide initial familiarization/orientation on-site. The USG will provide standard operational procedures, applicable regulations, manuals, texts, briefs and other materials associated with the project.

5.4 Space, equipment and supplies for support in-country may be provided by USG, contractor or the foreign government. This will/shall include office space and furnishings, including desk/modular workspace; chair; telephone; office supplies; reproduction facilities; computers; authorized software; printers; reproduction equipment; and other specialized equipment consistent with the tasks. The USG will provide standard operational procedures, applicable regulations, manuals, texts, briefs and other materials associated with the project.

5.5 Appropriate and authorized SAMD personnel will coordinate requirements for access to databases. This is a representative list although not fully inclusive: Automated Retrieval Transaction Information System (ARTIS); Centralized Information System for International Logistics (CISIL); Commodity Command Standard System (CCSS); Defense Integrated Finance System (DIFS); Defense Security Assistance Management System (DSAMS); Federal Logistics Record (FEDLOG); General Fund Enterprise Business System (GFEBS); Integrated Major Pricing, Analysis and Reporting Tool (IMPART); Logistics Modernization Program (LMP); Mechanization of Contract Administration Services (MOCAS); MILSBILLS Inquiry System (MILSINQ); Program Budget and Accounting System (PBAS); Property Book Unit Supply – Enhanced (PBUS-E); Security Cooperation Information Portal (SSCIP); Standard Operation and Maintenance Army Research Development System (SOMARDS); WebDesk; Web Federal Logistics Information Service (WEBFLIS); and Web Supply Discrepancy Reporting (WebSDR).

5.6 The USG will provide assistance in completing the application process for passwords and connectivity to USG software requirements.

6.0 DELIVERABLES:

Data provided shall be delivered as follows:

6.1 Status Report shall be submitted IAW CDRL A001, Data Item Number DI-MGMT-80368.

6.2 A Contractor's Progress, Status and Management Report shall be submitted IAW CDRL A003, Data Item Number DI-MGMT-80227.

6.3 Presentation Material shall be submitted IAW CDRL A004, Data Item Number DI-ADMN-81373.

6.4 Report, Record of Meeting/Minutes shall be submitted IAW CDRL A006, Data Item Number DI-ADMN-81505.

6.5 Conference Agenda shall be submitted IAW CDRL A014, Data Item Number DI-ADMN-81249A.

6.6 Conference Minutes shall be submitted IAW CDRL A015, Data Item Number DI-ADMN-81250A.

6.7 Training Materials shall be submitted IAW CDRL A023, Data Item Number DI-ILSS-80872.

7.0 ACCOUNTING FOR CONTRACTOR SUPPORT:

7.1 Foreign Military Sales are exempt from Contractor Manpower Reporting.

7.2 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 task order. The contractor is required to completely fill in all the information in the format using the following web address: [Https://contractormanpower.army.pentagon.mil](https://contractormanpower.army.pentagon.mil).

7.3 The required information includes: (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-mail address, identity of contractor employee entering data; (5) Estimated direct labor hours (including subcontractors); (6) Estimated direct labor dollars paid for the reporting period (including subcontractors); (7) Total payments (including subcontractors); (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC code for each subcontractor 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 subcontractors 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 contractor language; and (13) Number of contractor and subcontractor employees deployed in theater for the reporting period (by country).

7.4 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 30 September of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site.

The specific formats for the XML direct transfer may be downloaded from the web site.

8.0 PERFORMANCE OBJECTIVES/METRICS:

8.1 This performance-based service task order incorporates the following performance objectives: (1) Delivery of high quality technical performance; (2) Adherence to schedule, milestone, and delivery requirements; and (3) Efficient and effective control of labor resources. It is the contractor's responsibility to employ the necessary resources to ensure accomplishment of these objectives. The Government's assessment of the contractor's performance in achieving these objectives will utilize the standards, acceptable quality levels, surveillance methods, and performance incentives described in the Performance Requirements Summary matrix set forth in Appendix A. The performance incentives will be implemented via the Government's past performance assessment conducted in accordance with Part 42 of the Federal Acquisition Regulation (FAR), as applicable, and the "Task Order Performance" criteria of the annual award term evaluation, Basic BPA provision 45.

8.2. The performance objectives, standards, and acceptable quality levels shall be applied on a TO basis with performance incentives to be implemented on an annual basis. The Government will conduct informal interim counseling sessions with the contractor's Program/TO Manager to identify any active TO performance that is not meeting the acceptable quality levels. These sessions will be conducted at least on a quarterly basis in order to provide the contractor a fair opportunity to improve its performance level.

8.3 The Control of Labor Resources criteria will be reflected under the "Cost" category of the performance assessment. Although the criteria of Business Relations and Management of Key Personnel are not specifically included in the Performance Requirements Summary Matrix, the overall performance assessment will continue to include these criteria.

8.4. The contractor will be notified, in writing, of the Government's determination of its performance level for each performance objective including all instances where the contractor failed to meet the acceptable quality level.

APPENDIX A

PERFORMANCE REQUIREMENTS SUMMARY MATRIX

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD	ACCEPTABLE QUALITY	METHOD OF SURVEILLANCE	PERFORMANCE INCENTIVE
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		LEVEL (AQL)		
High Quality Technical Performance	<p>TO requirements met with little rework/re-performance required and with few minor and no significant problems encountered</p> <p><i>Performance meets all technical and functional requirements, and is highly responsive to changes in technical direction and/or the technical support environment</i></p> <p><i>Assessments, evaluations, analysis, recommendations, and related input are thorough, reliable, highly relevant to TO requirements, and consist of substantial depth and breadth of subject matter</i></p> <p><i>Deliverable reports contain all required data and meet all applicable CDRL requirements</i></p>	<p>Contractor delivery of products and/or services meets all TO requirements. Performance occurs with no required re-performance/rework at least 80% of time. Problems that are encountered are minor and resolved in a satisfactory manner.</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for QUALITY criteria:</p> <p><u>EXCEPTIONAL</u> <i>Performance and deliverables meet all and exceed many TO requirements. Performance delivered with no required re-performance/rework at least 95% of time; problems that are encountered are minor and resolved in a highly effective manner.</i></p> <p><u>VERY GOOD</u> <i>Performance and deliverables meet all and exceed some TO requirements. Performance delivered with no required re-performance/rework at least 90% of time; problems that are encountered are minor and resolved in an effective manner.</i></p> <p><u>SATISFACTORY</u> <i>Performance and deliverables meet all TO requirements. Performance delivered with no re-performance/rework</i></p>

				<p><i>at least 80% of time; problems that are encountered are minor and resolved in a satisfactory manner.</i></p> <p><u>MARGINAL</u> <i>Some TO requirements not met and/or performance delivered with re-performance/rework required more than 20% of time. Problems encountered were resolved in a less than satisfactory manner.</i></p> <p><u>UNSATISFACTORY</u> <i>Many TO requirements not met. Numerous re-performances/rework required. Substantial problems were encountered and inadequate corrective actions employed.</i></p>
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<p>Adherence to Schedule</p>	<p>TO milestones, periods of performance, and/or data submission dates are met or exceeded</p>	<p>Contractor meets TO delivery requirements at least 80% of the time (excluding gov't caused delays)</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for SCHEDULE criteria:</p> <p><u>EXCEPTIONAL</u> <i>TO milestones/ performance dates met or exceeded at least 100% of time (excluding government caused delays)</i></p> <p><u>VERY GOOD</u> <i>TO milestones/ performance dates met or exceeded at least 90% of time (excluding government caused delays)</i></p> <p><u>SATISFACTORY</u> <i>TO milestones/ performance dates met or exceeded at least 80% of time (excluding government caused delays)</i></p> <p><u>MARGINAL</u> <i>TO milestones/ performance dates met less than 80% of time (excluding government caused delays)</i></p> <p><u>UNSATISFACTORY</u> <i>TO schedule/performance dates met less than 70% of time</i></p>
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<p>Control of Labor Resources</p>	<p>Contract labor mix is controlled in efficient and effective manner</p>	<p>Actual TO labor resource mix is maintained within 20% of originally awarded TO resource mix</p>	<p>Routine Inspection of TO Performance, Performance/Cost Reports, Payment Invoices</p>	<p>Assignment of performance rating for COST CONTROL criteria:</p> <p><u><i>EXCEPTIONAL</i></u> <i>Actual TO resource mix maintained within 10% of originally awarded TO resource mix</i></p> <p><u><i>VERY GOOD</i></u> <i>Actual TO resource mix maintained within 15% of originally awarded TO resource mix</i></p> <p><u><i>SATISFACTORY</i></u> <i>Actual TO resource mix maintained within 20% of originally awarded TO resource mix</i></p> <p><u><i>MARGINAL</i></u> <i>Actual TO resource mix maintained within 25% of originally awarded TO resource mix</i></p> <p><u><i>UNSATISFACTORY</i></u> <i>Actual TO resource mix exceeds 25% of originally awarded TO resource mix</i></p>
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