

**UNITED STATES TRANSPORTATION COMMAND
(USTRANSCOM)**

**Contract: GS-35F-0098J
Task Order HTC711-09-F-0001
1 October 2008**

**USTRANSCOM
Software Support (LOGBOOK) in Support of the
USTRANSCOM Deployment & Distribution Operations
Center (DDOC)**

Awarded to: Federated Software Group, Inc.

**Released under USTRANSCOM FOIA 11-71
"Clearly Releasable Data"**

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER F3ST959087A001		PAGE 1 OF 25	
2. CONTRACT NO. GS-35F-0098J		3. AWARD/EFFECTIVE DATE 01-Oct-2008		4. ORDER NUMBER HTC711-09-F-0001		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME		b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY USTRANSCOM-AQ - HTC711 508 SCOTT DR SCOTT AFB IL 62225-5357 TEL: CONTACT BUYER FAX: CONTACT BUYER		CODE HTC711		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
				SET ASIDE: % FOR		12. DISCOUNT TERMS Net 30 Days	
				<input type="checkbox"/> SB		<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	
				<input type="checkbox"/> HUBZONE SB		13b. RATING	
				<input type="checkbox"/> 8(A)		14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
				<input type="checkbox"/> SVC-DISABLED VET-OWNED SB			
				<input type="checkbox"/> EMERGING SB			
				SIZE STD: NAICS: 541511			
15. DELIVER TO		CODE		16. ADMINISTERED BY		CODE	
SEE SCHEDULE				SEE ITEM 9			
17a. CONTRACTOR/OFFEROR		CODE OVS18		18a. PAYMENT WILL BE MADE BY		CODE F67100	
FEDERATED SOFTWARE GROUP INC, THE JIM SANDERS 2025 CRAIGSHIRE RD STE 140 SAINT LOUIS MO 63146-4014 TEL. 618-558-4202		FACILITY CODE		DFAS-LIMESTONE - F67100 ATTN: DFAS-LI-JAQBDD 27 ARKANSAS RD LIMESTONE ME 04751-6216			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				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	
		SEE SCHEDULE				23. UNIT PRICE	
						24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only)			
See Schedule				\$1,350,356.48			
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3, 52.212-5 ARE ATTACHED.				ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
<input type="checkbox"/> 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 0 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 HEREIN.				29. AWARD OF CONTRACT: REFERENCE HTC711-08-Q-0145 <input checked="" type="checkbox"/> OFFER DATED 28-Jun-2008. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE			
30a. SIGNATURE OF OFFEROR/CONTRACTOR		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED			
		Lisa A. Gross		01-Oct-2008			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)			
				LISA A. GROSS / CONTRACTING OFFICER			
				TEL: 618-256-6259 EMAIL: Lisa.Gross@ustrancom.mil			

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				PAGE 2 OF 25	
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE				
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____					
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
		32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY			
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (Print)			
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	42b. RECEIVED AT (Location)		
			42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor - Software Maintenance LH IAW Performance Work Statement (PWS) Task Areas 1.3.1, 1.3.3, 1.3.4, 1.3.5, and 1.3.6. TWCF Operating Funds Period of Performance (POP): 1 Oct 08 - 30 Sep 09 FOB: Destination MILSTRIP: F3ST958087A001 PURCHASE REQUEST NUMBER: F3ST958087A001 SIGNAL CODE: A	1	Lot		Non Responsive
				TOT ESTIMATED PRICE	Non Responsive
				CEILING PRICE	\$0.00

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
000101	Funding for CLIN 0001 LH IAW Performance Work Statement (PWS) Task Areas 1.3.1, 1.3.3, 1.3.4, 1.3.5, and 1.3.6. TWCF Operating Funds Period of Performance (POP): 1 Oct 08 - 30 Sep 09 FOB: Destination MILSTRIP: F3ST958087A001 PURCHASE REQUEST NUMBER: F3ST958087A001 PROJECT: 000 SIGNAL CODE: A	1	Lot		
TOT ESTIMATED PRICE					\$0.00
CEILING PRICE					\$0.00
ACRN AA CIN: F3ST958087A0010000AB					Non Responsive

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Labor - Software Development LH IAW Performance Work Statement (PWS) Task Area 1.3.2. TWCF Capital Funds Period of Performance (POP): 1 Oct 08 - 30 Sep 09 FOB: Destination MILSTRIP: F3ST958087A001 PURCHASE REQUEST NUMBER: F3ST958087A001 SIGNAL CODE: A	1	Lot		Non Responsive
TOT ESTIMATED PRICE					Non Responsive
CEILING PRICE					\$0.00

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
000201	Funding for CLIN 0002 LH IAW Performance Work Statement (PWS) Task Area 1.3.2. TWCF Capital Funds Period of Performance (POP): 1 Oct 08 - 30 Sep 09 FOB: Destination MILSTRIP: F3ST958087A001 PURCHASE REQUEST NUMBER: F3ST958087A001 PROJECT: 000 SIGNAL CODE: A		Lot		
				TOT ESTIMATED PRICE	\$0.00
				CEILING PRICE	\$0.00
	ACRN AB CIN: F3ST958087A0010000AA				Non Responsive

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Travel COST IAW PWS Para. 4.5 All travel must be validated by the COR in advance. TWCF Operating Funds Period of performance: 1 Oct 08 - 30 Sep 09 FOB: Destination MILSTRIP: F3ST958087A001 PURCHASE REQUEST NUMBER: F3ST958087A001 SIGNAL CODE: A		Lot		\$5,000.00
				ESTIMATED COST	\$5,000.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000301			Lot		\$0.00

Funding for CLIN 0003

COST

IAW PWS Para. 4.5

All travel must be validated by the COR in advance.

TWCF Operating Funds

Period of performance: 1 Oct 08 - 30 Sep 09

FOB: Destination

MILSTRIP: F3ST958087A001

PURCHASE REQUEST NUMBER: F3ST958087A001

PROJECT: 000

SIGNAL CODE: A

ESTIMATED COST	\$0.00
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ACRN AA

\$5,000.00

CIN: F3ST958087A0010000AB

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001		1	Lot		

OPTION

Labor - Software Maintenance

LH

IAW Performance Work Statement (PWS) Task Areas 1.3.1, 1.3.3, 1.3.4, 1.3.5, and 1.3.6.

TWCF Operating Funds

Period of Performance (POP): 1 Oct 09 - 30 Sep 10

FOB: Destination

MILSTRIP: F3ST958087A001

SIGNAL CODE: A

Non Responsive

TOT ESTIMATED PRICE

Non Responsive

CEILING PRICE

\$0.00

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002 OPTION	Labor - Software Development LH IAW Performance Work Statement (PWS) Task Area 1.3.2. TWCF Capital Funds Period of Performance (POP): 1 Oct 09 - 30 Sep 10 FOB: Destination MILSTRIP: F3ST958087A001 SIGNAL CODE: A	1	Lot	Non Responsive	
				TOT ESTIMATED PRICE	Non Responsive
				CEILING PRICE	\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1003 OPTION	Travel COST IAW PWS Para. 4.5 All travel must be validated by the COR in advance. TWCF Operating Funds Period of performance: 1 Oct 09 - 30 Sep 10 FOB: Destination MILSTRIP: F3ST958087A001 SIGNAL CODE: A		Lot		\$5,000.00
				ESTIMATED COST	\$5,000.00

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001 OPTION	Labor - Software Maintenance LH IAW Performance Work Statement (PWS) Task Areas 1.3.1, 1.3.3, 1.3.4, 1.3.5, and 1.3.6. TWCF Operating Funds Period of Performance (POP): 1 Oct 10 - 30 Sep 11 FOB: Destination MILSTRIP: F3ST958087A001 SIGNAL CODE: A	1	Lot		Non Responsive
TOT ESTIMATED PRICE					Non Responsive
CEILING PRICE					\$0.00

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002 OPTION	Labor - Software Development LH IAW Performance Work Statement (PWS) Task Area 1.3.2. TWCF Capital Funds Period of Performance (POP): 1 Oct 10 - 30 Sep 11 FOB: Destination MILSTRIP: F3ST958087A001 SIGNAL CODE: A	1	Lot		Non Responsive
TOT ESTIMATED PRICE					Non Responsive
CEILING PRICE					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2003			Lot		\$5,000.00
OPTION	Travel				
	COST				
	IAW PWS Para. 4.5				
	All travel must be validated by the COR in advance.				
	TWCF Operating Funds				
	Period of performance: 1 Oct 10 - 30 Sep 11				
	FOB: Destination				
	MILSTRIP: F3ST958087A001				
	SIGNAL CODE: A				

ESTIMATED COST	\$5,000.00
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INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
000101	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
000201	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
000301	Destination	Government	Destination	Government
1001	Destination	Government	Destination	Government
1002	Destination	Government	Destination	Government
1003	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
2002	Destination	Government	Destination	Government
2003	Destination	Government	Destination	Government

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
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0001	POP 01-OCT-2008 TO 30-SEP-2009	N/A	USTC/J6 - F3ST95 CAMPBELL, MARY 508 SCOTT DR SCOTT AFB IL 62225-5357 (618) 229-1369 FOB: Destination	F3ST95
000101	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0002	POP 01-OCT-2008 TO 30-SEP-2009	N/A	USTC/J6 - F3ST95 CAMPBELL, MARY 508 SCOTT DR SCOTT AFB IL 62225-5357 (618) 229-1369 FOB: Destination	F3ST95
000201	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
0003	POP 01-OCT-2008 TO 30-SEP-2009	N/A	USTC/J6 - F3ST95 CAMPBELL, MARY 508 SCOTT DR SCOTT AFB IL 62225-5357 (618) 229-1369 FOB: Destination	F3ST95
000301	POP 01-OCT-2008 TO 30-SEP-2009	N/A	N/A FOB: Destination	
1001	POP 01-OCT-2009 TO 30-SEP-2010	N/A	USTC/J6 - F3ST95 CAMPBELL, MARY 508 SCOTT DR SCOTT AFB IL 62225-5357 (618) 229-1369 FOB: Destination	F3ST95
1002	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST95
1003	POP 01-OCT-2009 TO 30-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST95
2001	POP 01-OCT-2010 TO 30-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST95
2002	POP 01-OCT-2010 TO 30-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST95
2003	POP 01-OCT-2010 TO 30-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	F3ST95

ACCOUNTING AND APPROPRIATION DATA

AA: 97X4930.FD50 6F9 70AB 129150 G642A4 44520 000000 667100 F67100

AMOUNT: Non Responsive

CIN F3ST958087A0010000AB: Non Responsive

AB: 97X4930.FD50 6F9 70AB 249150 G642A4 44510 000000 667100 F67100

AMOUNT: Non Responsive

CIN F3ST958087A0010000AA: Non Responsive

CLAUSES INCORPORATED BY REFERENCE

52.204-7	Central Contractor Registration	APR 2008
52.212-4	Contract Terms and Conditions--Commercial Items	FEB 2007
52.227-14 Alt I	Rights in Data--General (Dec 2007) - Alternate I	DEC 2007
52.227-15	Representation of Limited Rights Data And Restricted Computer Software	DEC 2007
52.232-18	Availability Of Funds	APR 1984
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003
52.245-1	Government Property	JUN 2007
252.204-7004 Alt A	Central Contractor Registration (52.204-7) Alternate A	SEP 2007
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	MAR 2008

CLAUSES INCORPORATED BY FULL TEXT

52.217-8 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 15 days.

(End of clause)

52.217-9 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 15 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 3 years.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): <http://farsite.hill.af.mil/>

(End of clause)

5552.204-9000 Notification of Government security activity and visitor group security agreements.

NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY AND VISITOR GROUP SECURITY AGREEMENTS (APRIL 2007)

This contract contains a DD Form 254, DOD Contract Security Classification Specification, and requires performance at a government location in the U.S. or overseas. Prior to beginning operations involving classified information on an installation identified on the DD Form 254, the contractor shall take the following actions:

(a) At least thirty days prior to beginning operations, notify the security police activity shown in the distribution block of the DD Form 254 as to:

- (1) The name, address, and telephone number of this contract company's representative and designated alternate in the U.S. or overseas area, as appropriate;
- (2) The contract number and military contracting command;
- (3) The highest classification category of defense information to which contractor employees will have access which must coincide with the level of classification granted to the company and cage code located in the Joint Personnel Adjudication System (JPAS);
- (4) The installations in the U.S. (in overseas areas, identify only the APO number(s)) where the contract work will be performed;
- (5) The date contractor operations will begin on base in the U.S. or in the overseas area;
- (6) The estimated completion date of operations on base in the U.S. or in the overseas area; and,
- (7) Any changes to information previously provided under this clause.

This requirement is in addition to visit request procedures contained in DOD 5220.22-M, National Industrial Security Program Operating Manual.

(b) Prior to beginning operations involving classified information on an installation identified on the DD Form 254 where the contractor is not required to have a facility security clearance, the contractor shall enter into a Visitor Group Security Agreement (or understanding) with the installation commander to ensure that the contractor's security procedures are properly integrated with those of the installation. As a minimum, the agreement shall identify the security actions that will be performed:

- (1) By the installation for the contractor, such as providing storage and classified reproduction facilities, guard services, security forms, security inspections under DOD 5220.22-M, classified mail services, security badges, visitor control, and investigating security incidents; and
- (2) Jointly by the contractor and the installation, such as packaging and addressing classified transmittals, security checks, internal security controls, and implementing emergency procedures to protect classified material.

(End of clause)

5552.204-9001 Facility Clearance

FACILITY CLEARANCE (APRIL 2007)

The offeror must possess, or acquire prior to award of a contract, a facility clearance equal to the highest classification stated on the Contract Security Classification Specification DD Form 254 attached to this solicitation.

(End of clause)

5552.223-9001 Health and Safety on Government Installations.

HEALTH AND SAFETY ON GOVERNMENT INSTALLATIONS (APRIL 2007)

- (a) In performing work under this contract on a Government installation, the contractor shall:
 - (1) Comply with the specific health and safety requirements established by this contract;
 - (2) Comply with the health and safety rules of the Government installation that concern related activities not directly addressed in this contract;
 - (3) Take all reasonable steps and precautions to prevent accidents and preserve the health and safety of contractor and Government personnel performing or in any way coming in contact with the performance of this contract; and
 - (4) Take such additional immediate precautions as the contracting officer may reasonably require for health and safety purposes.
- (b) The contracting officer may, by written order, direct Air Force Occupational safety and Health (AFOSH) Standards and/or health/safety standards as may be required in the performance of this contract and any adjustments resulting from such direction will be in accordance with the Changes clause of this contract.
- (c) Any violation of these health and safety rules and requirements, unless promptly corrected as directed by the contracting officer, shall be grounds for termination of this contract in accordance with the Default clause of this contract.

(End of Clause)

5552.242-9000 COMMON ACCESS CARDS (CACs) FOR CONTRACTOR PERSONNEL (AUG 2008)

- (a) When contractor performance is required on government installation(s)/location(s), contractors shall ensure Common Access Cards (CACs) are obtained by all contract or subcontract employees who meet one or both of the following criteria:
 - (1) Require long-term 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 on a long-term basis, which requires the use of a CAC for installation entry control or physical access to facilities and buildings.

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

(1) Contractors shall provide a listing of their employees that will require a CAC to the contracting officer. The listing will contain the following information in order for a CAC application to be created in the Contractor Verification System (CVS): last, middle, and first names; Social Security Number; Date of Birth; email address; the contract number; and the contract end date. The contracting officer will provide a copy of the list to the government representative in the local organization designated to authorize issuance of contractor CACs (i.e., Trusted Agent (TA)). The TA will then create a CAC application in the Contractor Verification System (CVS.)

(2) Once the TA has created the CAC application, a temporary login/password will be generated in CVS. The TA will notify each contractor employee when his/her application is created and will securely distribute the login/password to that contractor employee. Each contractor employee will then enter the CVS web site using the temporary login/password and complete the CAC application and submit it back to the TA.

(3) If contractor employees will not require access to classified information, each contractor employee will be required to complete either the Questionnaire for Non-Sensitive Positions (SF85), located at www.opm.gov/forms/pdf_fill/SF85.pdf, or the Questionnaire for Public Trust Positions (SF85P) and submit fingerprint cards (FD-258) to the USTRANSCOM contracting officer who will verify each employee and then forward the documents to the Security Services Center for processing. The questionnaires and fingerprint cards will be forwarded by the Security Services Center personnel to OPM who will conduct a National Agency Check with written Inquiries (NACI) background investigation. Before the TA approves the CAC application in CVS, the TA must verify that a background investigation has either been opened or completed by OPM, or adjudicated by the Air Force Central Adjudication Facility (AFCAF), as shown in the Joint Personnel Adjudication System (JPAS).

(4) If contractor employees will require access to classified information, the contractor's company Facility Security Officer processes the Questionnaire for National Security Positions (SF86) and the fingerprint cards (FD-258) and submits them directly to the Defense Industrial Security Clearance Office (DISCO). Before the TA approves the CAC application in CVS, the TA must verify that a background investigation has been either opened or completed by OPM, or adjudicated by DISCO, as shown in JPAS.

(5) Once the TA has approved the CAC application, the TA will inform the contractor employee to proceed to the nearest CAC issuance workstation (usually located within the local Military Personnel Flight (MPF)) with two forms of picture identification. CAC issuance workstation personnel will then issue the CAC.

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

(d) During the performance period of the contract, the contractor, or contractor employee as appropriate, 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 TA (who will create new CAC applications or revoke those for employees no longer performing on the contract as appropriate);

(2) As part of security out-processing, or when no longer performing on the specific contract for which the CAC was approved, return their CAC to either their TA, the USTRANSCOM Security Services Center personnel; or to a designated USTRANSCOM representative.

(3) Report lost or stolen CACs immediately to the TA, the USTRANSCOM Security Services Center, or to a designated USTRANSCOM representative.

(e) Within 7 working days following completion/termination of the contract, return all CACs issued to contractor employees to the TA, the USTRANSCOM Security Services Center, or to a designated USTRANSCOM representative.

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

(g) For OCONUS contracts, in addition to the above procedures, contractor employees requiring a Geneva Convention category on their CAC will be required to complete DD Form 1172-2, Application for Department of Defense Common Access Card DEERS Enrollment. This form shall be submitted to/approved by the contracting officer and then be presented to the CAC issuance workstation personnel in conjunction with the CVS application for CAC issuance.

(End of clause)

Exhibit/Attachment Table of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
Attachment 1	DD Form 254	2	21-AUG-2008

PERFORMANCE WORK STATEMENT

EVENTS LOGBOOK (ELB) SOFTWARE AND OPERATIONS SUPPORT

PERFORMANCE WORK STATEMENT (PWS) 25 April 2008

1. DESCRIPTION OF SERVICES

1.1. Background

ELB, or simply Logbook, is an automated web-based information tool developed to support the role of the USTRANSCOM Deployment and Distribution Operations Center (DDOC). The DDOC is the core around which all command elements revolve. Its role is to provide the necessary interface with the Chairman, Joint Chiefs of Staff (CJCS); supported and supporting combatant commands; the Services; other government agencies (both DOD and non-DOD); and the Transportation Component Commands on all movement operations. ELB gives the DDOC visibility over selected transportation requirements. It enhances the DDOC's capability to provide centralized command and control, to orchestrate and optimize lift by de-conflicting requirements, and to provide responsive and efficient transportation service. The DDOCs are responsible for receiving, confirming, and coordinating requirements, analysis of movement requirements, and managing the execution of operations.

Although developed for support to the DDOC, ELB has become the primary information sharing tool utilized throughout USTRANSCOM and the combatant commands. ELB provides information sharing, knowledge management, workflow process, and crisis/contingency support capabilities. It provides an information sharing method that permits concurrent commentary and iterative work on linked tasks. Users can more efficiently collaborate since this tool delivers information to team members concurrently, thus facilitating individual and team decision-making. In addition, it provides real-time cataloging and sharing of data/information, thereby eliminating paper logs and stand-alone files. Instead, an underlying database is automatically created as a consequence of users' routine duties. This enables action officers to conduct a complete transfer of pertinent information to a watch relief, or to an off-site colleague, while providing a complete record from which a wide range of automated reports and briefings can be generated.

USTRANSCOM is responsible for the continued software enhancement, maintenance, and functional support for Logbook.

1.2. Scope

This Performance Work Statement (PWS) contains a requirement for ELB systems engineering and technical services. The specific tasks are:

- Task Area 1, Program Management
- Task Area 2, Software Development
- Task Area 3, Software Maintenance
- Task Area 4, Logbook User Support
- Task Area 5, On Call Technical Support
- Task Area 6, Documentation

1.3. Specific Tasks

1.3.1. Task Area 1 – Program Management

1.3.1.1. Subtask 1 - Contract Level Program Management

The contractor shall provide project management to ensure the efficient accounting of all relevant project tasks and the capability to report on the status of work performed. Government/contractor program reviews will be held quarterly to assess performance under this task. The contractor shall submit monthly status reports no later than the 10th calendar day of the following month. The monthly status report shall include, at a minimum, the following information:

Personnel status

Narrative review of work accomplished during reporting period

Significant events

Deliverables processed

Problem areas

Anticipated activity for next reporting period

Description of any travel

Funds expended on contract by task

1.3.1.2. Subtask 2 – Project Tracking

The contractor shall participate in project working groups and configuration control boards when called, and develop agendas and meeting minutes for each meeting. Technical interchange meetings shall be scheduled as needed to define projects and progress. The contractor shall work with USTRANSCOM program and functional managers to identify milestones that may impact a given project plan. The contractor shall track progress of each software enhancement task within the PWS using Microsoft Project. Progress will be provided monthly as part of monthly status report.

1.3.1.3. Subtask 3 – Configuration Control Board (CCB) Support

The contractor shall participate in CCB meetings and project working groups when called; developing agendas and preparing meeting minutes for each meeting. Technical interchange meetings shall be scheduled as needed to define projects and present progress.

1.3.2. Task Area 2 – Software Development

1.3.2.1. Subtask 1 – User Requested Enhancements

The contractor shall develop new Logbook capabilities as required by the Government in support of user-requested enhancements to existing functionality or to maintain compatibility and interoperability with architecture standards, security requirements, and current operating system, web server, and database versions. The Government's Logbook Configuration Control Board determines software change request priorities and software release schedules. There will be two major software releases each year for Logbook. Interim software releases may be required to deliver high priority capabilities. Applications must meet Defense Transportation System Enterprise Architecture and security requirements unless specifically given a waiver in writing by the Government. The government will be solely responsible for determining or approving government requirements.

The ELB System Administrators are responsible under a separate Government Contract to maintain hardware and install software on the USTC Test and Production environments on both unclassified and classified domains located at Scott AFB. The Contractor shall still be responsible for delivering the software to the Configuration Manager and must be present to cooperate with system administrators during installation of software patches and new releases and during troubleshooting that indicates a software anomaly. A backup system is co-located. ELB is comprised of approximately 350,000 lines of code. The ELB database on the unclassified domain contains approximately 42 GB of data in 125 tables in database. The Classified database is identical to unclassified, but a bit larger. At time of

award, Contractor will be provided all available artifacts, including source code, requirements documents, software documents, test developments, etc. See paragraph 3.3 for a list of Government Furnished Materials. The developments environment and all development tools are a Contractor responsibility; however, this hardware/software may be purchased by the Contractor through other direct costs (ODC) as specified in paragraph 4.5.2.

1.3.3. Task Area 3 – Software Maintenance

1.3.3.1. Subtask 1 – Maintain Logbook Software

The contractor shall maintain the Logbook software and customer interfaces as required by the Government to maintain compatibility and interoperability with architecture standards, security requirements, and current operating system, web server, and database versions. The Government's Logbook Configuration Control Board determines software change request priorities and software release schedules. There will be two major software releases each year for Logbook. Interim software releases may be required to deliver high priority capabilities. Applications must meet Defense Transportation System Enterprise Architecture and security unless specifically given a waiver in writing by the Government.

1.3.4. Task Area 4 – Logbook User Support

1.3.4.1. Subtask 1 – Logbook Support

The contractor shall provide hands-on on-site support to assist DDOC operations personnel in the use of the Logbook software. As required during contingencies and exercises, the contractor shall assist TCCs (Air Mobility Command, Military Sealift Command, and Surface Deployment and Distribution Command) and other DPO partners in the use of Logbook. Support includes gathering Logbook requirements, creating logbooks, forms, and reports to satisfy user requirements, creating and modifying Logbook accounts, assigning user privileges, deleting obsolete accounts, providing user assistance, and providing account management reports detailing user accounts created, deleted, and modified in support of each primary user organization.

1.3.4.2. Subtask 2 – Logbook Training

The contractor shall provide recurring hands-on training to DDOC personnel on at least a quarterly basis, and to TCC personnel on at least an annual basis. Training will cover user aspects of Logbook including but not limited to: account access, workgroup affiliations within logbooks, use of automated checklists, customized and standard logbook reports, logbook editing, integrated mail features, searches, customizing views, posting logbook entries, accessing archived data, and messaging. The Government will approve all training requirements that require travel outside of Scott Air Force Base, IL. The contractor shall provide a Training Statistics Report that summarizes training provided to each user organization.

1.3.5. Task Area 5 – Technical Support

1.3.5.1. Subtask 1 - On Call Support

The contractor shall provide the capability for technical assistance seven (7) days a week, 24 hours a day to include holidays via a beeper number. The contractor shall establish 24x7 support to handle questions and problems relative to Logbook technical operations and administration. The requirement calls for immediate telephone response and possible on-site assistance with USTRANSCOM program manager's coordination. This requirement supports USTRANSCOM and TCCs. The contractor shall document actions taken to correct problems via trouble tickets provided by the Tier I Helpdesk personnel at USTRANSCOM. The contractor shall provide a Tier II Support Report that summarizes the status of open and recently resolved trouble tickets as an appendix to the monthly status report.

1.3.6. Task Area 6 – Documentation

1.3.6.1. Subtask 1 - Technical Documentation

The contractor shall provide technical documentation in support of software releases. A Software Version Description (SVD), Software Test Plan (STP), Interface Requirements and Design Document (IRDD), and Logical and Physical Data Models (LDM/PDM) will be provided for each major software release. The contractor shall develop a Software Requirements Document (SRD) that details functional requirements for each new capability. As a minimum, the contractor shall provide at least one SRD to document software requirements in support of each major software release.

1.3.6.2. Subtask 2 – DIACAP Security Documentation

DOD Information Assurance Certification and Accreditation Process (DIACAP): This task is required to meet the DIACAP requirements enumerated in DODI 8510.01 DOD Information Assurance Certification and Accreditation Process (DIACAP), November 28, 2007, DOD 5200.1R, DODD 8500.1, and DODI 8500.2. DIACAP is a DOD-wide standard process for evaluating and certifying information technology systems. All deliverables shall conform to applicable DOD and USTRANSCOM instructions and guidance.

The Contractor shall provide draft documentation updates, changes and/or revisions to support DIACAP requirements to include the System Classification Guide, System Security Policy, User Manuals (include security features), and System Administration Manual (include installation procedures, configuration, and security features). USTRANSCOM will provide current copies of these documents as available.

References:

DOD 5200.2R, Personnel Security Regulation

DODI 8510.01 DOD Information Assurance Certification and Accreditation Process (DIACAP), November 28, 2007

DOD Directive 8500.1, Information Assurance

DOD Instruction 8500.2, Information Assurance Implementation

1.4. Deliverables/Delivery Schedule

All deliverables shall meet professional standards and meet the requirements set forth in contractual documentation. Unless otherwise specified, documents will be delivered in electronic format using the Microsoft Office suite of applications that is compatible with the version currently in use at USTRANSCOM. Hard copies are not required.

Task #	Deliverable Title	Schedule
1.3.1.1	Monthly Status Report	10th calendar day of the following month
1.3.1.1	Program Review	Quarterly
1.3.1.2	Updated Task Progress	Monthly
1.3.1.3	CCB Agenda and Minutes	Quarterly
1.3.2.1	Software Enhancements	2 Releases Per Year
1.3.3.1	Software Maintenance	2 Releases Per Year
1.3.5.1	Tier II Support Report	Monthly
1.3.6.1	Technical Documentation	Within 10 workdays following a software release.
1.3.6.1	Software Requirements Document	Prior to development for each new capability.
1.3.6.2	DIACAP Security Documentation	Document updates, changes and/or revisions will be provided within 10 workdays following a software release.

2. Service Delivery Summary

PWS Para	Performance Objective	Performance Threshold
1.3.2	Enhance Logbook application software as required by the Government	95% of the time within designated timeline.

1.3.3	Maintain Logbook application software as required by the Government.	95% of the time within designated timeline.
1.3.4	Provide Logbook user support	100% of the time within designated timeline.
1.3.5	Provide technical support	100% of the time within designated timeline.
1.3.6	Provide technical and security documentation	98% of the time within designated timeline.
1.4	Provide deliverables on time in complete, concise format.	95% of the time within designated timeline.

Government Furnished Equipment (GFE) Property and Services

3.1. GFE/Government Furnished Information (GFI)

To support the requirements specified in paragraph 1.3.4.1, the Government will provide Government facilities for three (3) workspaces with desktop computers, monitors, supporting software, and standard office supplies. Networked laser black and white and color printers will be available. These items will be provided as Government Furnished Equipment and the Government will be accountable and responsible for all maintenance and upgrades.

3.2. Military Network Connectivity

The contractor shall (1) use military network connectivity to support completion of task deliverables; (2) take action to ensure all government-provided equipment and computers are partitioned from the contractor's corporate computer network; (3) institute safeguards ensuring compliance with applicable government network security guidance and policies (including AFSSI 5027, <https://www.afca.scott.af.mil/ip/pubs/afssi/5027.doc>); and (4) cooperate with computer security compliance inspections and implement any immediate corrective actions that may be identified.

3.3. Government Furnished Materials

Upon contract award, the Government will provide the Contractor with available source code, interface specifications, etc. Materials referenced but not available at contract award will be provided as soon as they are available.

Material	Appendix	Date Provided
ELB Interfaces	B	At Bidding
List Of Applicable IT Standards	C	At Bidding
Historical Reference	D	At Bidding
ELB Configuration	E	At Bidding
Sample Training Material	F	At Bidding
ELBWEB Software Test Description (STD) 7.3	G	At Bidding
Source Code	N/A	Contract Award
Current Installation Checklist	N/A	Contract Award
Current ELB Database Segment (ELBDB) Software Version Description (SVD)	N/A	Contract Award
Current ELBDB Installation Procedures (IP)	N/A	Contract Award
Current ELBDB System Administrator's Manual (SAM)	N/A	Contract Award
Current ELBDB Software Users Manual (SUM)	N/A	Contract Award
Current ELB Server Segment (ELBRV) SVD	N/A	Contract Award
Current ELBSRV IP	N/A	Contract Award
Current ELBSRV SAM	N/A	Contract Award
Current ELB Web Segment (ELBWEB) SVD	N/A	Contract Award
Current ELBWEB IP	N/A	Contract Award
Current ELBWEB SAM	N/A	Contract Award
Current ELBWEB Software Test Plan (STP)	N/A	Contract Award

Material	Appendix	Date Provided
ELB Interfaces	B	At Bidding
Prior Release Documentation	N/A	Contract Award
All Available ELB Program Artifacts	N/A	Contract Award

4. General Information

4.1. Contractor-Furnished Items and Services

Except for those items or services specifically stated in Section 3 as Government-furnished, the contractor shall furnish everything needed to perform this contract.

4.2. Contract Manager

The Contractor shall provide a Contract Manager who shall be responsible for the performance of the work. The name of the Contract Manager and alternate(s) who shall act for the Contractor when the Contract Manager is absent shall be designated in writing to the Contracting Officer (CO). The Contractor shall ensure all personnel assigned to this contract meet the minimum requirements specified in the Contractor's proposal, in accordance with (IAW) the generic resumes provided as part of the Contractor's staffing approach. The Contractor shall notify the CO in writing of any changes to personnel within three (3) workdays after information is known.

4.3. Security Guidance

The Contractor shall acquire all necessary base passes for Contractor personnel. The Contractor shall provide employee identification badges. The Government will provide security badges. The personnel filling these positions must possess at least a SECRET Security Clearance granted by the DOD and their parent contractor facility must have the appropriate Facility Clearance in accordance with DOD National Industrial Security Program (NISPOM) 5220.22R prior to performing work on any classified Government systems or products. The security clearance level for this acquisition is SECRET. Personnel requiring security clearances must possess the clearance prior to the contract start date. The contractor shall comply with all appropriate provisions of applicable security regulations. Specific security requirements are identified in the DD Form 254, Department of Defense Contract Security Classification Specification.

4.4. Place of Performance

Tasks shall be performed at both the contractor's facility and at Scott AFB, IL. On occasion, contractors who normally work at contractor facilities will be required to attend meetings at USTRANSCOM, Scott AFB, IL. The contractor's facility must be within a 50-mile radius of Scott AFB, IL.

4.5. Travel

Travel will be cost reimbursable contract line items. The Contracting Officer (CO) and the Contracting Officer Representative (COR) must validate the anticipated travel costs prior to the contractor incurring these costs.

4.5.1. Travel Requirements

Contractor invoices (along with associated receipts) shall support all travel. The Government will reimburse contractor for travel expenses subject to Federal Acquisition Regulation and Joint Travel Regulation. The Contractor will identify personnel who will be traveling in sufficient time to obtain the lowest possible rates for airfare, rental car and lodging. The Government will not reimburse local travel and related expenses to the Contractor for daily travel to or from work at Scott AFB. The following table reflects the anticipated travel requirements for this contract. Travel locations, numbers of trips and durations may change at the direction of the Government.

Trips	# of Travelers	# of Days	Location	Estimated Cost
1	1	2	Washington D.C.	\$1,650

2	1	2	Washington D.C.	\$1,650
3	1	2	Washington D.C.	\$1,650

4.6. Period of Performance

The Base period of performance is 1 October 2008 through 30 September 2009 (FY09).

The First Option period of performance is 1 October 2009 through 30 September 2010 (FY10).

The Second Option period of performance is 1 October 2010 through 30 September 2011 (FY11).

4.7. Contractor Transition Requirements

4.7.1. Ramp-Up Time

Upon contract start, the contractor shall provide 24x7 Tier II support and be able to respond to Incident Reports within 24 hours of receipt. Upon contract start, the contractor shall also provide hands-on floor support and account management support. The contractor shall ensure that personnel start dates do not impair performance of meeting all contract deliverables.

4.7.2. Exit Requirements

Fourteen days prior to the end of this contract, or upon termination of the contract, the contractor shall begin the transition period of this contract by providing the Government with the following: complete backup of all data stored on each employee's hard drive, along with any global data; list of all GFE and COTS utilized in support of this task; soft and hard copies of all procedures and training materials developed as part of this task; and a complete list of badges, site access, vehicle passes and government site access (i.e., CRIS, ModelMart, etc.) by individuals currently on the task, along with their physical location, full expense fund report, pending actions and contract status. The contractor must ensure that no logistics or contract data is corrupted; changed/alterd that would cause damage or delay to the government.

4.7.3. Hours of Operation

Contractor personnel are expected to conform to agency normal operation hours. Work will generally consist of 40-hour workweeks, Monday through Friday, excluding Federal holidays. Personnel may be required to support short notice adjustments to the daily work hours as required.

4.7.4. Physical Security

The contractor shall safeguard all Government owned equipment and materials in the contractor's possession or used in the day-to-day performance of the contract. The Government will not be held accountable/responsible for any contractor items that may have been lost or stolen. Responsibility for the contractor's compliance with internal security at the site shall be assigned to the contractor. All contractor personnel shall be briefed on site security operating procedures prior to or upon commencement of contract award and shall be debriefed upon termination. The contractor shall be responsible for all continuing security training of the contractor, sub, and associate contractor personnel.

4.7.5. Software Rights

All software developed will become the exclusive property of the government with unlimited distribution rights.

4.7.6. Non-Disclosure Statements

The Government will require contractor personnel to sign a non-disclosure statement to protect non-public information of other contractors and/or the Government as provided in appendix A.

APPENDIX A NON-DISCLOSURE AGREEMENT FOR CONTRACTOR EMPLOYEES SUPPORTING USTRANSCOM CONTRACTS

NOTE: This Non-Disclosure Agreement is a standard agreement designed for use by contractor (including subcontractor) employees assigned to work on USTRANSCOM contracts. Its use is designed to protect non-public government information from disclosure and prevent violations of federal statutes/regulations. The restrictions contained in this agreement also serve contractors by promoting compliant behavior that keeps contractors eligible to compete for government contracts. In addition to the potential impact on future business opportunities, failure to abide by this agreement could result in administrative, civil or criminal penalties specified by statute or regulation.

1. I, _____ currently an employee of _____, hereby agree to the terms and conditions set forth below:

2. I understand that I will have access to confidential business information (as defined by 18 USC 1905), contractor bid or proposal information (as defined by FAR 3.104-3), and/or source selection sensitive information (as defined by FAR 3.104-3) either for contract performance or as a result of working in a USTRANSCOM facility or of working near USTRANSCOM personnel, contractors, visitors, etc. I fully understand that such information is sensitive and must be protected in accordance with 41 U.S. Code Section 423 and 18 U.S. Code Section 1905 and FAR Part 3. I also certify that I do not have any real or apparent conflicts of interest with respect to the information disclosed. If any potential conflicts of interest, real or otherwise, do present themselves, then I shall immediately disclose the pertinent information that may be a potential conflict to an agency ethics official who shall review the circumstances.

3. In the course of performing under contract/order # _____ or some other contract or subcontract for the USTRANSCOM, I agree to:

a) Use only for Government purpose any and all confidential business information, contractor bid or proposal information, and/or source selection sensitive information to which I am given access. I agree not to disclose "non-public information" by any means (in whole or in part, alone or in combination with other information, directly or indirectly or derivatively) to any person except to a U.S. Government official with a need to know or to a non-Government person (including, but not limited to, a person in my company, affiliated companies, subcontractors, etc.) who has a need to know related to the immediate contract/order, has executed a valid form of this non-disclosure agreement, and receives prior clearance by the contracting officer. All distribution of the documents will be controlled with the concurrence of the contracting officer.

b) "Non-public information", as used herein, includes trade secrets, confidential or proprietary business information (as defined for government employees in 18 USC 1905); advance procurement information (future requirements, acquisition strategies, statements of work, budget/program/planning data, etc.); source selection information (proposal rankings, source selection plans, contractor bid or proposal information); information protected by the Privacy Act (social security numbers, home addresses, etc.); sensitive information protected from release under the Freedom of Information Act (pre-decisional deliberations, litigation materials, privileged material, etc.); and information that has not been released to the general public and has not been authorized for such release (as defined for government employees in 5 CFR 2635.703).

c) Not to use such information for any non-governmental purposes, including, but not limited to, the preparation of bids or proposals, or the development or execution of other business or commercial ventures.

d) To store the information in such a manner as to prevent inadvertent disclosure or releases to individuals who have not been authorized access to it.

4. I understand that I must never make an unauthorized disclosure or use of confidential business information, contractor bid or proposal information, and/or source selection sensitive information unless:

a) The information has otherwise been made available without restriction to the government, to a competing contractor, or to the public;

b) The contracting officer determines that such information is not subject to protection from release.

5. I agree that I shall not seek access to "non-public information" beyond what is required for the performance of the services I am contracted to perform. I agree that when I seek access to such information or attend meetings or communicate with other parties about such information, I will identify myself as a contractor. Should I become aware of any improper or unintentional release or disclosure of "non-public information", I will immediately report it to the contracting officer in writing. I agree that I will return all forms (including copies or reproduction of original documents) of any "non-public information" provided to me by the government for use in performing my duties to the control of the Government when my duties no longer require this information.

By signing below, I certify that I have read and understand the terms of this Non-Disclosure Agreement and voluntarily agree to be bound by its terms.

Signature of Employee

Date

Printed Employee Name

Government COR

Date

Contracting Officer

Date

ADMINISTRATIVE MATTERS

A. This is a Labor Hour task order.

B. The contractor's proposal dated 26 June 08, as amended on 21 July 08, is incorporated into this task order by reference. In the event of inconsistencies between the Performance Work Statement and the Contractor's Proposal, the provisions of the PWS will take precedence.

C. **INSPECTION AND ADMINISTRATION:** Personnel designated as the Contracting Officer's Representative (COR) responsible for the administration, inspection, and acceptance of work performed under this order will be provided via letter to the contractor upon award of this order or as changes occur, if necessary.

D. **INVOICE AND PAYMENT:** The Contractor shall submit invoices in accordance with DFARS 252.232-7003, Electronic Submission of Invoices. The Contractor shall utilize Wide Area Work Flow (WAWF) for the creation of electronic receiving reports (DD Form 250) and electronic invoices. The WAWF routing information is incorporated herein.

E. Blocks 25 and 26. The total amount of this task order for the base period is \$1,350,356.48. The total contract value, including the base period plus two (2) option years, is \$4,136,883.35.

F. **Unilateral Modification:** Unilateral modifications for the purpose of making administrative changes (such as changes in accounting codes, payment offices, and other administrative changes which do not effect the terms and conditions of this order) may be issued without prior notice to the contractor. The contractor shall receive copies of unilateral modifications for record keeping purposes.

G. Administration POC: USTRANSCOM Directorate of Acquisition will administer this order. Any requests for information or clarification after award of order shall be referred to Mr. Michael Pardue. You can email your request to Michael.Pardue@ustranscom.mil, fax the request to (618) 256-9600 or call (618) 256-9607.

WAWF INSTRUCTIONS**WIDE AREA WORKFLOW (WAWF)
ELECTRONIC INVOICING INSTRUCTIONS**

IN ACCORDANCE WITH DFARS 232.7002, USE OF ELECTRONIC PAYMENT REQUESTS IS MANDATORY. USE OF WAWF WILL SPEED UP YOUR PAYMENT PROCESSING TIME AND ALLOW YOU TO MONITOR YOUR PAYMENT STATUS ONLINE. THERE ARE NO CHARGES OR FEES TO USE WAWF.

Requests for payments must be submitted electronically via the Internet through the Wide Area WorkFlow system at <https://wawf.eb.mil>.

Questions concerning payment should be directed to the Defense Finance Accounting Services (DFAS) Limestone at (800) 756-4571 or faxed to (866) 392-7971 or e-mailed to cco-af-vpis@dfas.mil. Please have your contract/order number and invoice number ready when contacting DFAS about payment status. You can also access payment information using the DFAS myInvoice web site at <https://myinvoice.csd.disa.mil/index.html>

THE FOLLOWING CODES WILL BE REQUIRED TO ROUTE YOUR COST VOUCHERS AND ADDITIONAL E-MAILS CORRECTLY THROUGH WAWF.

CONTRACT NUMBER:

DELIVERY ORDER NUMBER:

TYPE OF DOCUMENT:

CAGE CODE:

ISSUE BY DODAAC:

ADMIN DODAAC:

DCAA OFFICE:

SERVICE ACCEPTOR DODAAC:

PAY OFFICE DODAAC:

SEND MORE E-MAIL NOTIFICATIONS:

CONTRACT ADMINISTRATOR:

ADDITIONAL NOTIFICATION:

ADDITIONAL NOTIFICATION: