AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES
J	1 / 37

2. AMENDMENT/MODIFICATION NO	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO.(If applicable)
A00004.	16-Jul-2007	SEE SCHEDULE	

6. ISSUED BY CODE HTC711
USTRANSCOM COMMAND ACQUISITION
508 SCOTT DR
SCOTT AFB IL 62225-5357

7. ADMINISTERED BY (If other than item 6) CODE FA4493
OL-R
AMC AOS/A34Y
CONTRACT AIRLIFT DIV UNIT 3305
APO 09004-3305

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)
CAV INTERNATIONAL INC
(b)(6)
3450 BRIARGATE BLVD
SUITE 203
COLORADO SPRINGS CO 80920-5114

CODE 1P5L2 FACILITY CODE

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MOD. OF CONTRACT/ORDER NO. FA4428-06-C-0005

X 10B. DATED (SEE ITEM 13) 04-May-2006

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer ☐ is extended, ☐ is not extended.

Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

☐ A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

☐ B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).

☐ C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

X D. OTHER (Specify type of modification and authority)
FAR 52.212-4, Contract Terms and Conditions (c) Changes

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
Modification Control Number: tcschuts07289

a. The purpose of this modification is to incorporate a revised Performance Work Statement (PWS) which adds cargo escort functions to the basic monthly service and also includes administrative changes.
b. CLIN 0002AD is added to cover cargo escort duties for the period 16 Jul 07 through 30 Sep 07.
c. CLIN 0003AA is increased from $14,051,544.00 to $14,789,964.00, an increase of $738,420.00.
d. CLIN 0004AA is increased from $14,257,056.00 to $15,019,380.00, an increase of $762,324.00.
e. CLIN 0005AA is increased from $14,469,276.00 to $15,256,464.00 an increase of $787,188.00.
f. PWS dated 22 Jun 07 is hereby incorporated replacing PWS dated 22 Feb 07.

POC for this modification is: Lt Jake Alverson

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
(b)(6) Director of Logistics		JAKE ALVERSON TEL: EMAIL:	
15B. CONTRACTOR/OFFEROR (b)(6) (Signature of person authorized to sign)	15C. DATE SIGNED 3 July 2007	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED 3 July 07

EXCEPTION TO SF 30
APPROVED BY OIRM 11-84

30-105-04

STANDARD FORM 30 (Rev. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

SOLICITATION NO: FA4428-06-R-0007
CONTRACT NO: FA4428-06-C-0005
MODIFICATION NO: A00004

12 June 2007

PERFORMANCE WORK STATEMENT

FOR

AIR TERMINAL AND GROUND HANDLING SERVICES

FOR THE

AIR MOBILITY COMMAND

AT

KUWAIT CITY INTERNATIONAL AIRPORT
ABDULLAH AL MUBARAK AIRBASE
KUWAIT

1. DESCRIPTION OF SERVICES: The contractor shall provide Air Terminal and Ground Handling Services (ATGHS) on behalf of the Air Mobility Command (AMC) in support of the Department of Defense (DOD) Airlift System to include but not limited to all US Government owned or operated aircraft, US sponsored foreign government aircraft, Coalition Forces aircraft, commercial contract aircraft, and tendered aircraft, at Kuwait City International Airport/ Abdullah Al Mubarak (KWI), Kuwait. The contractor shall facilitate on-time aircraft departures and maintain the ability to provide sustained ATGHS for a working Maximum on Ground (MOG), as defined in Appendix A, capability of six (6) wide-body aircraft or the equivalent thereof.

1.1. Air Mobility Control Center (AMCC): The contractor shall perform three separate functions within the AMCC: Command and Control (C2), Air Terminal Operations Center (ATOC), and Load Planning. These functions shall relay mission information and ensure readiness of terminal resources required to receive, document, plan, and move passengers, cargo, and mail; ensuring maximum aircraft utilization and aircraft on-time departure reliability. The contractor shall:

1.1.1. Gather, process, and disseminate information in accordance with (IAW) Air Mobility Command Instruction (AMCI) 24-101, Vol. 9, Section C, paragraph 6.8., Section D, Headquarters (HQ) AMC/A4T policy, messages, memorandums, and directives; and, Remote Global Air Transportation Execution System (RGATES).

1.1.1.1. Provide relevant briefings and associated documentation to the aircrew.

1.1.1.2. Maintain an AMCC events log, recording unique events and situations, and make it available to the 5 Expeditionary Air Mobility Squadron (EAMS)/Commander (CC)/ Operations Officer (DO) and Quality Assurance (QA) personnel.

1.1.1.3. Email the following arrival/departure Human Remains (HRs) Ceremony information to the 5 EAMS organization box provided by the QA personnel and contractor work centers and provide an update fifteen (15) minutes prior to aircraft arrival/departure: date, zulu/local arrival/departure times, parking spot, type aircraft and tail number, mission number, number of HRs and number of escorts.

1.1.1.4. Notify the on-duty Assistant Director Operations (ADO) when an aircrew requests lavatory services.

1.1.2. Provide detailed information concerning a potential delay, an actual delay, or an abort to the appropriate Airlift Control Center (618 Tanker/Airlift Control Center (TACC) Global Operations Cell, Theater or Multi-National Forces Aircraft Control Center) and QA personnel

1.1.3. Report all aircraft mishaps/incidents as well as unscheduled aircraft remaining overnight (RON) to the appropriate Airlift Control Center and QA personnel; and, enter a leg remark in the Global Decision Support System (GDSS/GDSS2) for each RON mission.

1.1.3.1. In the event of an incident/accident involving personnel and/or property, notify the QA personnel telephonically within thirty (30) minutes and provide them a synopsis of the incident.

1.1.3.1.1. Deliver a written incident/accident report to the QA personnel within twenty-four (24) hours, which includes the following: a) date and time of occurrence, b) place of occurrence, c) a list of personnel directly involved, d) a narrative description of the incident/accident that includes a chronological order of the circumstances, and e) recommended steps to prevent future incidents of the same nature.

1.1.4. Each day, update, publish, and provide daily mission schedules, which covers the next forty-eight (48) hour period, to agencies specified by QA personnel. Specific mission information shall not be given to Foreign Nationals any earlier than two (2) hours prior to actual mission arrival.

1.1.4.1. Publish and distribute the initial daily mission schedule at 0700L and provide updates (mission add-ons, cancellations, delays) as required to ensure readiness of terminal resources.

1.1.4.2. Include in each mission schedule (as a minimum) all scheduled missions, aircraft type, schedule and estimated arrival/departure times, forecasted parking location (next 24 hours), and Prior Permission Required (PPR) numbers.

1.1.5. Announce aircraft arrival, parking spot, block-in, block-out, and departure status as well as any aircraft towing operations over the KWI Land Mobile Radio (LMR) Network.

1.1.5.1. Notify the appropriate Airlift Control Center of aircraft landing, block-in, block-out, and take-off times.

1.1.6. Coordinate billeting and hotel shuttle service from the appropriate KWI entry control point for aircrew members and transient mission recovery team and mission support team members on-station to perform aircraft maintenance; and, provide aircrew and mission recovery team and mission support team members transportation to/from the aircraft or Hangar 4 to the appropriate KWI entry control point. A list of approved hotels will be provided by the 5 EAMS/CC.

1.1.7. Assist military and commercial aircrews as necessary with the flight planning process. Note: the Commercial Airline Representative for each transiting commercial carrier is primarily responsible for coordination with commercial aircrews.

1.1.7.1. Obtain and relay local weather conditions information to aircrews.

1.1.8. Provide Air Mobility Command and Control services utilizing GDSS/GDSS2, Integrated Management Tool (IMT) System, Automated Computer Flight Planning (ACFP) system, and all locally developed Command and Control Controller Checklists. The contractor shall:

1.1.8.1. Develop and implement a Prior Permission Required (PPR) program, IAW AFI 13-213, Chapter 6, paragraph 6.1.1.3.

1.1.8.1.1. Establish a Notice to Airman (NOTAM) account; issue, rescind, and change airfield NOTAMs, IAW the United States Notice to Airmen Defense Internet NOTAM Service (DINS) System Application User Guide.

1.1.8.1.2. Develop a PPR Request Form and PPR Log. At a minimum the PPR Request Form shall include; date of request, name of requester, phone number of requester, carrier name, type of aircraft, call sign, hazardous cargo information, services required, estimated date and time of arrival, ground time, and time of departure. A PPR number shall be assigned and recorded in the PPR Log if the request is approved; and, approval, to include the approved slot time and maximum allowed ground time, transmitted to the requester.

1.1.8.1.2.1. Forward requests for Engine Running Operations (ERO) authorized for only helicopter missions to the 5 EAMS/DO for approval. ERO shall only be conducted on the L-100 parking ramp or in the Distinguished Visitor parking area.

1.1.8.1.2.2. ERO's may be disapproved by the AMCC when the helicopter calls in during the 30-minute outcall to KWI if the approved parking spots are not available or for safety reasons.

1.1.8.1.3. Maintain PPR Logs, NOTAM submissions, and other associated paperwork for a minimum of one-hundred and eighty (180) calendar days.

1.1.8.1.4. Input appropriate mission data into the AMC Station Coordinator Working Tool (SCWT), ensuring KWI mission data is current.

1.1.8.2. Prepare, maintain, and update a daily parking plan to meet airflow requirements and airfield restrictions; facilitate offload and on-load operations; and, assist aircraft maintenance efforts and requirements.

1.1.8.2.1. Utilize the aircraft parking ramp and taxi-ways provided by the Kuwait AF and identified by QA personnel, ensuring the aircraft separation distances are at a minimum ten (10) feet wing-tip to wing-tip and two hundred (200) feet nose to tail.

1.1.8.2.2. Distribute the parking plan and associated updates to agencies identified by the QA personnel.

1.1.8.3. Coordinate mission planning, control, and execution with, but not limited to, the TACC, Central Command Air Forces (CENTAF) Air Mobility Division (AMD), Coalition Forces Liaison, and Kuwait AF Liaison.

1.1.8.3.1. Establish Sequence of Events Checklists to track performance requirements within established aircraft ground times, facilitating on-time aircraft departures.

1.1.8.3.2. Ensure Distinguished Visitors (DVs), to include 5 EAMS and Detachment 2, 721 Air Mobility Operations Group (AMOG), mission requirements are coordinated.

1.1.8.3.3. Provide aircrews with IMT flight packages and the Kuwait Civil Aviation Authorities with flight plans.

1.1.8.3.4. Coordinate RON aircrew requirements and AMC stage mission requirements, in the absences of AMC Stage Missions Managers; and, alert aircrews as required.

1.1.8.3.4.1. Maintain, distribute, and account for aircrew cell phones, as required.

1.1.8.3.4.1.1. Utilize the 5 EAMS Aircrew Cell Phone Usage Memorandum provided by QA personnel. Ensure the responsible aircrew member is provided the informational memorandum, which also depicts receipt and return date; and, retain a signed copy on file for one (1) year.

1.1.8.3.5. Notify the QA personnel immediately when mission requirements can not be met.

1.1.8.4. Perform flight-following processes IAW AMCI 10-202, Vol 6 except Chapter 2 and Chapter 4, paragraph 4.5.

1.1.8.4.1. Enter aircraft arrival messages into GDSS/GDSS2 not later than (NLT) 15 minutes after aircraft block-in.

1.1.8.4.2. Enter mission advisory messages into GDSS/GDSS2 immediately after it is known that the mission will not depart at scheduled departure time or delay start time. Advisory messages may be transmitted to relay any other pertinent information to down line stations.

1.1.8.4.3. Enter mission departure messages into GDSS/GDSS2 NLT 15 minutes after aircraft departure.

1.1.8.4.4. Enter mission deviation messages into GDSS/GDSS2 as soon as possible, but NLT 2 hours after a mission departs in delay.

1.1.8.4.4.1. Fully research the reason for deviation and selectively choose the deviation code which most accurately reflects the cause of mission deviation.

1.1.8.5. Communicate with aircraft via UHF/VHF radios to relay/obtain arrival information, limited to ETA (+/- schedule arrival time), maintenance status, Air Evacuation patient load and any other operational information that will reduce ground time or enhance ground handling activities.

1.1.8.5.1. For Security reasons do not request information relevant to DVs, passenger, or cargo; or, the estimated time of aircraft arrival.

1.1.8.5.2. Obtain the following information from AMC commercial airlift contract flights: mission number and Federal Aviation Administration (FAA) aircraft registration number (tail number).

1.1.8.6. Accomplish Operational Reports (OPREP-3) and Mission Reliability Reports IAW:
- AFI 10-206 Chapter 1, paragraphs 1.1., 1.2., and 1.4.; Chapter 2, Chapter 3 except paragraph 3.8., and Chapter 6;
- AFI 10-206 - AMC Supplement 1, except Tables 4.1. and 4.2., and Chapter 11;
- AMCI 10-202, Vol 6 except Chapter 2 and Chapter 4, paragraph 4.5., as required.
- Coalition Forces, Air Component Command (CFACC) OPREP-3 MOA

1.1.8.7. Develop Command and Control Controller Checklists to save life, protect resources, and rapidly disseminate time sensitive information based upon mission requirements.

1.1.8.7.1. Coordinate Command and Control Controller Checklists with QA personnel prior to initial implementation.

1.1.8.7.2. Maintain required checklists, to include but not limited to the following: 1) Aircraft Emergency/Accident, 2) Weather Warning/Watch/Advisory, 3) Helping Hand/Covered Wagon, 4) Aircraft Anti-Hijack/Theft, 5) Hotel Conference, 6) Bomb Threat, 7) Recall, 7) Hazardous Cargo, 8) Attack/Alarm Condition, 9) Disaster Response, 10) Communications Outage, 11) Hazardous Substance Spill, 12) Aircraft Contamination, 13) Buffer Zone Violation, 14) EOD Assistance, 15) Fire/Evacuation, 16) Overdue Aircraft, 17) Aircraft Divert, 18) Unusual Incident, 19) Runway Closure, 20) VIP Arrival/Departure, 21) Hostage Situation, 22) Civil Request for Military Assistance, 23) Border Violations, 24) Non-aircraft Ground Emergencies, 25) Security Forces (SF) Notification; Maintenance Status and Associated Aircraft Movements, and 26) Aircraft Laser Incident.

1.1.8.7.3. At a minimum, update checklists bi-annually, January and July each year, and forward a copy to the QA personnel.

1.1.8.8. Ensure contractor personnel are fully qualified to perform GDSS/GDSS2 data inputs, updates, and retrievals; possess Secret Security Clearances; and, maintain technical knowledge of mission movement and execution procedures to facilitate mission adaptations and relevant communications via secure computer or phone.

1.1.8.8.1. Provide a GDSS/GDSS2 Unit Program Account Manager.

1.1.8.8.2. Manage GDSS/GDSS2 accounts. Relay information directly to the TACC if a system degradation/outage occurs preventing local data input.

1.1.8.8.3. Comply with all security instructions concerning access, use, and maintenance of GDSS/GDSS2.

1.1.9. Plan, select, sequence, and monitor each aircraft passenger, cargo and mail load IAW AMCI 24-101, Vol. 9, Section E, paragraphs 17.1 through 30.6 and RGATES.

1.1.9.1. The contractor shall validate load plans IAW DOD 4500.9-R, Part III, Chapter 303, paragraph B.2.e.(4) and Figure 303-2.

1.1.9.2. Obtain passenger deviations when moving hazardous material IAW AMCI 24-101, Vol. 9, Attachment 3.

1.1.10. Prepare billing documents for services to non-DoD aircraft IAW AMCI 24-101, Vol 9, Section H, paragraph 36.

1.1.10.1. Preparation of billing documents are not required for services rendered to non-DoD aircraft that are contracted by AMC on a planeload charter and/or aircraft that have a justifiable claim under other authorizations (i.e., joint-use agreement, treaty, cooperative military airlift agreement, non-AMC contract).

1.2. Aircraft Services: The contractor shall control and record movement of cargo and mail, provide cargo processing, special handling, and aircraft loading and unloading IAW:
- AMCI 24-101, Vol. 11, except paragraphs 4, 11, 17, 38, 74, 76-79, 81, 83, and 84;
- Department of Defense (DOD) 4500.9-R, Part II, Chapter 203, Section C, paragraphs 5, 6, 7,and 8;
- DOD 4500.9-R, Part III, Chapter 303, Section B, paragraphs 2e(4), Section C, paragraphs C 5 d (1) (c), C 2 d (3) (a) and Figure 303-2;
- Appendix J, paragraph B;
- Appendix K;
- Appendix M, paragraphs C.3. and D;
- Appendix O;
- Appendix P;
- Appendix S, paragraph D;
- Appendix U, paragraphs D and E;
- Appendix V, paragraphs A and G-I;
- Appendix X;
- DOD 4515.13R, Chapter 7;
- AFMAN 24-204(I);
- HQ AMC/A4T policy, messages, memorandums, and directives;
- RGATES.

The contractor shall:

1.2.1. Load and unload cargo on and off government owned or contracted surface conveyances.

1.2.2. Provide technical assistance for preparation of hazardous materials marking and labeling IAW AFMAN 24-204(I), along with applicable intermediate changes and supplements. Inspect all hazardous material IAW AFMAN 24-204(I) before acceptance into the Defense Transportation System. Use the International Air Transportation Association (IATA) Dangerous Goods Regulation as applicable.

1.2.3. Coordinate storage availability and facilitate on-ward movement of originating cargo/mail with the Theater Distribution Center (TDC), Camp Arifjan, Kuwait, Defense Distribution Depot Kuwait, Southwest Asia (DDKS), Public Warehouse Company (PWC) Logistics Central Regional Supply Point (CRSP), or appropriate transportation control offices/representatives.

1.2.3.1. Process originating cargo/mail within six (6) hours of receipt or release from 'frustrated status'.

1.2.4. Coordinate expeditious transportation for terminating cargo/mail with the contractor or transportation office responsible for trucking cargo/mail. Provide Transportation Control Numbers (TCNs), weight, number of pallets, requiring onward transportation. Establish an agreed upon pickup time ensuring cargo/mail shipments are ready for pickup/ release within eight (8) hours after aircraft download completion time.

1.2.4.1. Ensure advanced notification is provided for perishable cargo, unusual shipments (i.e., extreme length, unusual shape, or excessive weight), when couriers need to accompany cargo, and hazardous cargo shipments that need to be tendered separately.

1.2.4.2. Bulk processing. The majority of originating and terminating cargo shall be mass in-checked and processed. All originating cargo shall be reweighed and documented weights validated. Terminating cargo shall not be broken-down and inventoried; and shall be expeditiously released using truck manifests.

1.2.4.2.1. Build-up/break-down approximately 5 percent of all originating/terminating cargo and mail. Approximately 95 percent of all cargo and mail is built-up prior to arriving at KWI.

1.2.4.2.2. Build-up and break-down multi-pallet trains, loose cargo, and mixed pallets, as required.

1.2.4.3. Notify QA personnel immediately if cargo/mail is not picked-up/released at the agreed upon/coordinated time.

1.2.5. Provide storage and security for all cargo/mail shipments until properly released to receiving agencies.

1.2.6. Remove all trash from aircraft, other than AMC Contracted Commercial Aircraft, IAW host country policies and agreements.

1.2.7. Develop a Joint Inspection (Inspector) (JI) program to ensure a sufficient number of contractor personnel are JI certified to fulfill the requirements of this PWS. Accomplish JI IAW DOD 4500.9R Part III for all unit moves.

1.2.7.1. Validate load plans, cargo, and documentation, and load/offload all aircraft supporting deploying/redeploying forces.

1.2.7.1.1. Provide load teams to meet all aircraft services requirements unless the applicable government unit/service has stated that government load teams will be provided during mission coordination with the contractor.

1.2.7.2. Notify the deployed activity as applicable of frustrated cargo/equipment.

1.2.7.3. Provide movement requirements technical assistance to deploying/redeploying units when requested.

1.2.7.4. Transport deploying/redeploying cargo to/from the aircraft to designated staging areas or pre-coordinated on-ward transportation, at KWI.

1.2.8. Escort persons to include but not limited to Foreign National truck drivers and consignees/consignors picking-up or delivering cargo//mail to/from the staging area outside of the Search Pit and Entry Control Point (ECP)2/3, IAW: 5 EAMS Instruction 31-102, paragraph 2.3. through 2.3.2.; paragraph 2.4. through 2.4.4.; paragraph 2.5., 2.5.1., 2.5.2.1. through 2.5.3.; paragraph 2.5.5. through 2.5.5.1.4.; paragraph 2.5.6.through 2.5.7.; 2.6. and 2.6.1.; Attachment 1; Attachment 2, paragraph 1.4.Attachment 3; and, Attachment 4.

1.2.8.1. Provide escort(s) when notified by 5 EAMS/Security Forces trucks are waiting at ECP 1 or called by a consignee/consignor who has cleared the search pit and is waiting at ECP 2/3.

1.2.8.2. Maintain the capability to escort a minimum of eight (8) trucks at any one time.

1.3. Passenger Services: The contractor shall provide a complete range of passenger and baggage services IAW:
- DOD 4515.13-R, Chapters 2, 6, and 10;
- DOD 4500.54G;
- DOD 4500.9-R, Part III, Chapter 303, Section B, paragraph B.2.e.(4) and Figure 303-2, Appendix M, paragraphs C.3. and D; Appendix S, paragraph D; Appendix V, paragraph J;
- AMCI 24-101, Vol. 14, except Section A, paragraphs. 1, 2.1 - 2.3, 2.5, 2.7, 2.10, Section B, paragraphs 3 and 19, Section E, paras 41, 42.1 – 42.3, 43.1 & 53;
- AMCI 24-101, Vol. 15;
- AMCI 24-101, Vol. 24, paras 4.15. - 4.15.5;
- HQAMC/A4T policy, messages, memorandums, and directives;
- RGATES.

1.3.1. Remote passenger processing. The contractor shall:

1.3.1.1. Develop a standard passenger list form and distribute the electronic format to remote Kuwait processing locations, to include but not limited to, Camp Arifjan, Ali Al Salem AB, and Camp Doha. This passenger list shall include the passenger's full name, social security number, rank, birth date, actual or interrogated passenger weight, number of baggage pieces checked, weight of checked and hand-carried baggage, emergency point of contact name and number, and Unit Line Number (ULN)..

1.3.1.2. Receive completed passenger list from remote processing locations at least six (6) hours prior to scheduled aircraft departure time, and confirm receipt with the remote processing location.

1.3.1.2.1. Collect the appropriate fees and/or finance paperwork from the Transportation Representative upon arrival at KWI.

1.3.1.3. Via RGATES or DD Form 2131 (Manual Passenger Manifest), process passengers and develop manifests from the passenger lists received from all remote locations.

1.3.1.4. Print boarding passes at remote locations via RGATES through assigned printers if available.

1.3.1.5. Ensure collection of orders from the Troop Commander or Transportation Representative that has witnessed the anti-hijacking procedure (the same individual will also sign the anti-hijacking statement on the passenger manifest) prior to passenger enplaning.

1.3.1.6. Verify boarding manifest using passenger list.

1.3.1.6.1. Attach a copy of the passenger list with signed anti-hijacking statement to each manifest package.

1.3.1.7. Coordinate aircraft arrival/departure processes with all Troop Commanders, Transportation Representatives and remote locations (as applicable), ensuring updated information is provided to facilitate required process adjustments.

1.3.2. The contractor shall process eligible embassy personnel and others who show up at the KWI Passenger Terminal (i.e., unattached TDY, etc.). The contractor shall:

1.3.2.1. Facilitate Space Available passenger sign up at KWI to include but not limited to receiving faxes that include leave documentation and verifying travel eligibility, IAW current Central Command Space Available policies.

1.3.2.1.1. Contact the appropriate consulates, embassies, government agencies, etc., to assist passengers who have visa or passport problems.

1.3.3. The contractor shall ensure the AMC Commander's comment system is available to include: a current posted picture, ample supply of blank AMC Form 253 "Air Passenger Comments", and a locked receptacle. The contractor shall not accept the completed comment forms directly from passengers.

1.3.4. The contractor shall provide in-transit emergency leave passengers transportation to the commercial side of airport or otherwise assist with expediting on-ward travel.

1.3.5. The contractor shall provide passengers transportation between the aircraft and passenger terminal; and, maintain the capability to transport a minimum of eighty (80) passengers at any one time to/from the aircraft; escort deploying/redeploying troops to/from the aircraft to designated staging areas or pre-coordinated on-ward transportation, at KWI; adjusting the mission sequence of events to facilitate an on-time aircraft departure.

1.3.6. The contractor shall escort passengers to/from outside the circle of safety for authorized ERO helicopter missions – the government retains responsibility for the upload/download of these passengers.

1.3.6. Baggage Services. The contractor shall:

1.3.6.1. Ensure contractor personnel are knowledgeable of hazardous materials/dangerous goods that are acceptable/unacceptable to be carried by passengers for personal use in carry-on baggage and in checked baggage.

1.3.6.2. Upload, download, and transport baggage to/from aircraft; unless the applicable Troop Commander or Transportation Representative has stated that baggage teams will be provided, as applicable to unit moves under DOD 4500.9R, to upload or download baggage.

1.3.6.2.1. Coordinate baggage deliveries to arrive at KWI NLT three (3) hours prior to aircraft departure. Bags destined for different locations shall be separated, clearly marked with the destination, and flight or mission number as appropriate.

1.3.6.2.1.1. Reweigh baggage as required to ensure the documented weights are accurate or upon the request of the airline representative.

1.3.6.2.2. Baggage downloaded and transported from aircraft shall be separated by destination to facilitate baggage claim or placed in/on appropriate conveyances for designated locations.

1.3.6.3. Provide expeditious processing of mishandled baggage.

1.3.6.3.1. Coordinate receipt and processing of mishandled baggage documentation (i.e., AMC Form 134, Mishandled Baggage Report, boarding pass, baggage claim stub, appropriate description of baggage, etc.) with each remote location's transportation office.

1.3.7. Monitor Foreign Nationals (FN) passengers upon arrival at KWI. The contractor shall:

1.3.7.1. De-plane arriving FN passengers, relinquishing control to the U.S. Army Installation Transportation Office (ITO) or their Embassy representative.

1.3.7.2. Transport FN passengers to the passenger terminal when an ITO or Embassy representative is not present upon arrival.

1.3.7.2.1. Brief FN passengers of the requirement to remain in the passenger terminal until the Ali Al Salem Shuttle Bus arrives to transport them to the Life Support Activity (LSA), Ali Al Salem where they will be processed through immigrations.

1.3.7.3. Contact the Security Forces (SF) Base Defense Operations Center (BDOC) at 450-1832, if they depart the passenger terminal at any other time.

1.4. Funds Handling. The contractor shall provide funds handling services IAW AMCI 24-101, Vol. 14, paragraphs 44 - 50. The contractor shall:

1.4.1. Forward funds and applicable documentation to the QA personnel the next business day.

1.4.1.1. Account for DD Forms 1131, Cash Collection Vouchers.

1.4.2. Develop and implement internal audit procedures.

1.5. Aircraft Ground Services. The contractor shall perform aircraft ground services IAW Air Force Occupational Safety and Health Standard (AFOSHSTD) 91-100, Chapter 2, Chapter 6, paragraph 6.4.10., and Attachment 7; T.O. 00-25-172, Section 3.11., Table 3; and, AFI 11-218, Chapter 2. The contractor shall:

1.5.1. Provide a licensed Federal Aviation Administration Airframe and Power-plant Mechanic responsible for oversight of aircraft ground services.

1.5.2. Position/deposition, connect/disconnect, to/from the aircraft and operate, as required, aircraft ground power units, air starting units, air-conditioning units, crew stairs, safety pins, 150 lb. Halon fire bottles, chocks, and other support equipment as required.

1.5.2.1. Coordinate the periodic inspection, servicing, and replacement of 150 lb. Halon fire bottles.

1.5.2.2. Provide support for transient mission recovery team and mission support team members on-station to perform aircraft maintenance, to include but not limited to, downloading aircraft parts, repair equipment, and tools.

1.5.3. Provide aircraft marshaling to include follow-me services, parking (block-in/block-out), chocking of aircraft, wingtip/tail clearance guards, fire bottle clearance prior to aircraft taxi, and fireguards for ground engine runs.

1.5.3.1. Coordinate and gain 5 EAMS/DO approval for spinning of all aircraft larger than a C-130 on/off the parking spot. Reversing aircraft off the parking spot is prohibited. Ensure aircrews are instructed to use minimal power to avoid potential Foreign Object Damage.

1.5.4. Provide aircraft push-back and towing services in coordination with the aircraft's civilian or military maintenance representative, as required to re-position aircraft on the parking apron.

1.5.4.1. Provide all required wing-walkers and spotters. Aircraft braking operations will be conducted by the aircraft's civilian or military maintenance representative.

1.5.4.2. Provide aircraft towing services to/from designated Kuwait City International Airport Aircraft Engine Run-up parking spots on a reimbursable basis, to include costs for roundtrip towing services and use of the engine run-up area.

1.5.5. Position, operate, and deposition baggage conveyors on an as available basis to support C-5 aircrew baggage loading/unloading. Note: aircrews are responsible for the actual loading/unloading of aircrew baggage as well as coordinating a baggage loading time.

1.6. Communications Management and Information Systems. The contractor shall interface with the 5 EAMS Comm as required; and, manage the air terminal computer systems, provide systems and software maintenance, as well as prepare and monitor all requirements documents submitted for upgrades or repair of communication systems. The contractor shall ensure all government provided operating systems, hardware and software updates are installed on all government furnished computers in a timely manner.

1.6.1. RGATES Work Station Area Security Officer (WASO), IAW RGATES Manual. The contractor shall:

1.6.1.1. Provide a letter with the name of the RGATES WASO and alternate(s) to the CO and QA personnel fifteen (15) calendar days before the start of the contract. Submit an updated appointment letter as required.

1.6.1.2. Immediately request assistance from HQ AMC/A4TI for software and hardware related problems, and notify the QA personnel of software and hardware related problems within forty-eight (48) hours of the request for assistance.

1.6.1.3. Establish manual-processing procedures and provide uninterrupted service to the customer when RGATES functionality is lost.

1.6.1.3.1. Notify QA personnel when a loss of RGATES functionality occurs and cannot be restored within 30 minutes.

1.6.1.3.2. Conduct a test of manual processing procedures at least once a quarter, document results, and provide QA personnel a copy.

1.6.1.3.2.1. Update RGATES in conjunction with manual processing and complete RGATES updates prior to mission departure.

1.7. Custodial Services. The contractor shall clean and maintain all Government Furnished Facilities (GFF), except the passenger terminal, those spaces occupied by government personnel and the bathroom trailers, to include office space and adjoining areas at frequencies determined by the contractor to ensure these areas present a neat, clean, and professional working environment. The contractor shall:

1.7.1. Clean the freight and vehicle maintenance areas as well as the fenced outside storage area adjacent to Hangar 4 and the originating and terminating pallet grid storage areas to ensure these areas are generally clean, free of debris, and present safe working environments.

1.7.1.1. Share equal responsibility with government mechanics for cleaning the joint-use vehicle maintenance bay and adjacent outside vehicle maintenance area.

1.7.2. Provide documentation, such as cleaning frequency schedule or quality control inspection sheets, to the CO upon request.

1.8. Reports, Records, and Electronic Data Interchange: The contractor shall:

1.8.1 Prepare and submit the following reports within the time frames stated below or IAW the specified publication. A copy of all reports identified with an asterisk (*) shall be provided to the QA personnel.

1.8.1.1. *Monthly Station Traffic Handling Report, RCS: HQ AMC-A4T (M&Q) 7107 IAW AMCI 24-101, Vol. 6, paragraph 24; and, include total tons of thru-load cargo as well as Theater Express data to include but not limited to, Total number of aircraft, originating and terminating short tons, in the remarks.

1.8.1.2. *Daily Offshore Station On-Hand Report RCS: AMC-A4T (AR) 7115 twice daily or as required to facilitate on-ward movement, to the Theater Air Movement Division; and, TACC, IAW AMCI 24-101, Vol.6, para 25.

1.8.1.3. Short Shipment Report IAW AMCI 24-101, Vol. 6, para 18.

1.8.1.4. Over Shipment Report IAW AMCI 24-101, Vol. 6, para 16.

1.8.1.5. Lost Shipment Report IAW AMCI 24-101, Vol. 6 para 19.

1.8.1.6. *463L System Pallet and Net Control Report, RCS: LOG-LOC (Q) 8701 IAW DoDR 4500.9-R-1, Part VI, Chapter 610, paragraph D, 1 and 2; and, Appendix F.

1.8.1.7. *AMC Key Asset and Equipment Report, RCS: HQ AMC-A43 (M) 8001 IAW AMCI 24-101, Vol. 6, para. 26.

1.8.1.8. MHE mishap reporting shall be submitted to HQ AMC/A4TE at the following web site https://amclg.scott.af.mil/feedback/mhemishap.pl All K-loader mishap data must be submitted to HQ AMC/A4TE and 721st AMOG within 5 duty days.

1.8.1.9. Mishandled Baggage Summary, AMC Form 134a IAW AMCI 24-101, Vol. 15, para 10.2. through 10.4.

1.8.1.10. *Baggage Tag Requirement Report, RCS: HQ AMC-A4T (A) 8103 IAW AMCI 24-101, Vol. 6, para 28.

1.8.1.11. *Aerospace Ground Equipment (AGE) Report. By 1400Z every Monday, email or fax to Scott AMC/A4-A4MJS. Report AGE status by National Stock Number (NSN), serial number and local field assigned number, date of inspection, type of inspection, and date due inspection.

1.8.1.12. Kuwait Landing Report. By 0500Z daily, deliver to Kuwait Air Force Liaison.

1.8.1.13. Tunner Report. Monthly NLT the 5th calendar day, email file to HQ AMC/A4RV, IAW OLVIMS Maintenance Module, 60K file, AFI 24-302, paragraph 4.85.3.4.

1.8.1.14. Tunner 250 Hour and 25K Loader 400 Hour Scheduled Maintenance. Report on-time results as they occur to HQ AMC/A4RV.

1.8.1.15. OLVIMS Quarterly Report, 1RAQ6T.DA1. Monthly NLT the 5th calendar day, email file to HQ AMC/A4RV, IAW AFCSM 24-1, Figure 7-1, Para 7.1 through 7.3.6.

1.8.1.16. *Weekly KWI Operations Summary (OPSUM) Passenger/Cargo Report:. By 0900Z every Monday. Provide OPSUM IAW 5 EAMS/CC policy, messages, memorandums, and directives to include but not limited to originating, terminating, thru-load, and re-handled aircraft, cargo (short-tons), and passenger data, for the previous week, Monday (0001Z) to Sunday (2359Z); forecast for projected aircraft arrivals/departures for the following week, Monday (0001Z) to Sunday (2359Z); and manpower data.

1.8.1.17. Situation Report(s) (SITREP). Complete and forward IAW current AMC, CENTAF, and 5EAMS/CC policy, messages, memorandums, and directives.

1.8.1.18. CENTAF Daily Pallet Backlog Report. Complete and forward IAW CENTAF and 5 EAMS/CC policy messages, memorandums, and directives.

1.8.2. The contractor shall create, maintain, dispose, and stage or archive government-required records IAW Records Disposition Schedule (AFRIMS), Table 24-01, 24-02, 24-03, AMCI 24-101, Vol 6, paragraphs 3.2., 3.4. through 3.7.; and RGATES. The contractor shall provide the original record or a reproducible copy of any such record within three (3) working days of receipt of the request. The contractor shall:

1.8.2.1. Perform post flight procedures within twenty-four (24) hours of aircraft departure.

1.8.2.2. Complete and file all flight transactions and related documentation within forty-eight (48) hours of aircraft departure.

1.8.2.3. Research disputed billing requests and forward one (1) copy of the movement documents to the requester within forty-eight (48) hours of receipt of the request.

1.8.2.4. Research documentation retained by the contractor and prepare reports (i.e., special account handling, duplicate bookings, passenger movement statistics, etc.) within forty-eight (48) hours of request. Maintain a copy of all research requests for a period of ninety (90) calendar days.

1.8.3. Document the quantity per month of each form listed in Appendix B, that is used for the fiscal year beginning 1 October and ending 30 September. Submit these statistics to the QA personnel not later than 5 October each year.

1.8.4. Audit and correct all errors and discrepancies within twenty-four (24) hours of discovery or notification.

1.9. Government-Furnished Materials Handling Equipment (MHE) and Aerospace Ground Equipment (AGE); Operation, Maintenance, and Repair. The contractor shall receive, process, and prepare for shipment as well as operate, maintain, and repair all MHE and AGE listed in the PWS in accordance with existing technical orders (TO), instructions, and individual operational orders to ensure maximum availability and utilization. The contractor shall be responsible for identification, ordering, receipt, tracking, and installation of all parts required to maintain MHE and AGE. 60K Tunner parts shall be ordered via the Systems and Electronics Industries (SEI) web site as per the 60K contracted supply support agreement, except those items listed in the vehicle technical order as common consumables. Any difficulty in acquiring required parts and instructions/manuals/regulations shall be brought to the immediate attention of the QA personnel. The contractor shall:

1.9.1. Operate all MHE and AGE a minimum of once per month for the purpose of determining the operational and material condition.

1.9.1.1. Operate MHE and AGE IAW applicable TOs and Manufacturer Operating Instructions.

1.9.1.2. Perform operator inspections on all government-furnished MHE using current inspection forms.

1.9.1.3. Coordinate an MHE and AGE parking plan with the QA personnel for vehicles while not in use. The plan shall provide maximum clearances between vehicle parking spaces, IAW the applicable T.O.

1.9.2. Establish and maintain an up-to-date inventory and control system for all MHE and AGE (to include but not limited to) spares, tools, repair materials, and consumables.

1.9.2.1. Ensure sufficient fuel, fluids, spares, tools, and repair materials are available at all times to ensure maximum availability and utilization. Based upon availability, the government may provide any of these items if it is in the best interests of the government.

1.9.3. Maintain the appearance of MHE and AGE. Cleaning and washing of MHE shall include their undercarriages.

1.9.4. Utilize the Online Vehicle Interactive Management Systems (OLVIMS) to account for maintenance and repair actions as well as collect relevant data, i.e. out of commission times and awaiting parts status, parts costs, operating hours, and fuel consumption. Monitor and report daily, vehicle in-commission rates to the QA personnel.

1.9.4.1. Report Vehicle Time Compliance Technical Order (TCTO), Materiel Deficiency Reports (MDRs), Service Bulletins, and one-time inspections (compliance/non-compliance) to
HQ AMC/A4RV.

1.9.5. Accomplish maintenance, repair, and reconstitution actions for powered/non-powered AGE systems IAW T.O./Manufacturer's Technical Manual as well as TCTOs, MDRs, Service Bulletins, and One-Time Inspections.

1.9.5.1. Account for AGE using the Standard Base Supply System (SBSS) and retain Maintenance Data records. Forward data to Scott AMC/A4-A4MJS.

1.9.5.2. Document maintenance actions using an automated AFTO Form 244. The AFTO Form 244 shall be maintained on each piece of AGE.

1.9.5.2.1. Report AGE TCTO, MDRs, Service Bulletins, and one-time inspections (compliance/non-compliance) to Scott AMC/A4-A4MJS.

1.9.5.2.2. Report AGE that becomes inoperable and beyond contractor repair capabilities to the QA personnel.

1.9.5.3. To the maximum extent possible, utilize commercial resources for obtaining critical work stoppage repair parts/supplies that meet T.O. and Manufacturers data as applicable.

1.9.5.4. Utilize the SBSS for Mission Capability (MICAP) reportable end items purchase and tracking.

1.9.5.5. Accomplish scheduled and routine MHE and AGE maintenance to include but not limited to, oil and fluid replacement or exchanges; filters, battery, and light bulb replacement, as required; at no cost to the government.

1.9.5.6. Accomplish reimbursable MHE and AGE repairs. The contractor shall coordinate with QA personnel to determine whether replacement parts should be procured locally or provided by the government. Equipment will be turned in for repair within one (1) workday of becoming inoperative. Repairs that are estimated to exceed $250.00 or 50% of the replacement value shall be reported to QA personnel, and the contractor shall comply with repair or disposition instructions. All estimates and reimbursements for repairs performed require proof of service required or rendered to include invoices and receipts.

1.9.5.7. Repair MHE and AGE deployed in support of augmentation forces or aircraft mission repair teams on a reimbursable basis. Required repairs shall be coordinated with the deployed team chief and QA personnel.

2. SERVICE DELIVERY SUMMARY. The Service Delivery Summary (SDS) represents the most important contract objectives; and, includes safety and security requirements, which are interwoven critical aspects of these objectives. The contractor is fully expected to comply with all Performance Work Statement (PWS) requirements; however, the government's assessment of contractor performance will focus mainly on these objectives.

2.1. A critical nonconformance cannot be corrected and adversely affects the safety and/or security of personnel and/or resources; cannot be corrected without mission impact; or adversely affects another government agency's ability to accomplish their mission.

2.2. Minor nonconformance - nonconformance which cannot be corrected but is not likely to materially reduce the usability of the services for their intended purpose.

Performance Objective	PWS Paragraph(s)	Performance Threshold
1. Facilitate on-time aircraft departure.	1. and 1.1.	No more than 3 delayed missions caused by the contractor during the monthly QA surveillance process.
2. Manage information and terminal resources required to receive, document, plan, and move passengers, cargo, and mail, ensuring maximum aircraft utilization.	1.1. thru 1.1.7.1. 1.1.10. thru 1.1.10.1.	No critical nonconformance and less than 7 other minor nonconformances noted during the monthly QA surveillance process.
3. Provide Air Mobility Command and Control services.	1.1.8. thru 1.1.8.8.3.	No critical nonconformance and less than 9 other minor nonconformances noted during the monthly QA surveillance process.
4. Plan, select, sequence, and monitor each aircraft passenger, cargo and mail load.	1.1.9. thru 1.1.9.2.	No critical nonconformance and less than 4 other minor nonconformances noted during the monthly QA surveillance process.
5. Provide aircraft services.	1.2. , 1.2.1., 1.2.3. thru 1.2.7.4.	No critical nonconformance and less than 10 other minor nonconformances noted during the monthly QA surveillance process.
6. Inspection, processing, and movement of hazardous materials.	1.2 thru 1.2.2.	Inspected, processed, and moved with 100% accuracy.
7. Provide a complete range of passenger processing and baggage services.	1.3. thru 1.3.6.3.1.	No critical nonconformance and less than 10 other minor nonconformances noted during the monthly QA surveillance process.
8. Provide aircraft ground services.	1.5. thru 1.5.5.	No critical nonconformance and less than 4 other minor nonconformances noted during the monthly QA surveillance process.
9. Manage accurate and auditable records and reports.	1.8. thru 1.8.4.	No critical nonconformance and less than 6 minor nonconformances noted during the monthly QA surveillance process.
10. Operate, maintain, and repair all MHE and AGE.	1.9. thru 1.9.5.7.	No critical nonconformance and less than 9 other minor nonconformances noted during the monthly QA surveillance process.

3. GOVERNMENT-FURNISHED MATERIALS, EQUIPMENT, FACILITIES, SERVICES AND TRAINING.

3.1. Government-Furnished Materials: Government-Furnished Materials (GFM), Appendix C-1, will be provided to the contractor for the duration of the performance period of this contract. The contractor and QA personnel shall jointly inventory the initial stock of GFM provided not later than five (5) working days before the start of the first contract option period. Any missing items shall be annotated on the inventory and the CO notified in writing. The contractor shall sign a receipt for all materials provided by the government. The contractor shall request additional materials by providing a written request to the QA personnel at least ninety (90) calendar days before the required delivery date of the materials, if additional materials are authorized by the contract. At the conclusion of the contract, the contractor shall return all residual inventories to the government.

3.2. Government-Furnished Equipment: Government-Furnished Equipment (GFE), Appendix C-2, will be provided to the contractor for the duration of the performance period of this contract. The contractor and QA personnel shall jointly inventory GFE not later than five (5) calendar days prior to the first contract option period; and annually thereafter not later than ten (10) calendar days before completion of the contract period, including any option periods. The contractor and the QA personnel shall jointly determine the working order and condition of all equipment and document their findings on the inventory. The CO shall be notified in writing when equipment is missing or not in working order. The contractor shall sign a receipt for all equipment provided by the government. Any disagreement between the contractor and the QA personnel concerning the working order and condition of equipment shall be elevated to the CO.

3.2.1. The contractor shall submit requests, including the applicable rationale, for additional or replacement GFE to the QA personnel.

3.3. Government-Furnished Facilities: Government-Furnished Facilities (GFF), Appendix C-3, have been inspected by the government. The government will correct hazards according to approved plans of abatement taking into account safety and health priorities should a hazard within a GFF be identified.

3.3.1. The contractor shall furnish the CO and QA personnel documentation describing, in detail, any modification requested before any modification of the GFF is performed by the contractor at their expense. No alterations to the facilities shall be made without specific written permission from the CO. The contractor shall return the GFF to the government in the same condition as received, fair wear and tear and approved modifications excepted. GFF shall only be used in performance of this contract.

3.4. Government-Furnished Services. Government-Furnished Services will be provided to the contractor for the duration of the performance period of this contract.

3.4.1. Mail Service. Includes collecting, accepting, sorting, routing, and delivery of official mail.

3.4.2. Refuse Collection and Disposal. Includes collection and disposal of trash and waste materials.

3.4.3. Grounds Maintenance. Except where the installation commander has designated local area maintenance to the occupant, for example, cargo grid system, foreign object damage abatement.

3.4.4. Law Enforcement Services. Includes maintaining law and order.

3.4.5. Safety Services. Includes operation of installation safety programs, educational support, and promotional efforts.

3.4.6. Fire Protection. Includes all normal services related to fire protection and fighting operations, alert service, and rescue operations. Also includes inspections for fire hazards, servicing of portable extinguishers, and related training programs.

3.4.7. Facility Maintenance and Minor Repair. Includes routine and cyclical preventive maintenance and minor repairs required to preserve or restore real property so it may be used for its designated purpose.

3.4.8. Disaster Preparedness. Includes operation of disaster preparedness programs and related services, equipment, and facility support for emergencies, contingencies, and wartime operations.

3.4.9. Test Control Officer. Qualified person who administers a test within a controlled environment.

3.5. Government-Provided Training:

3.5.1. Government personnel will provide initial familiarization training for up to thirty (30) contractor personnel at any one time, at the 437th Aerial Port Squadron, Charleston Air Force Base, SC, for up to thirty (30) days each, between 1 July and 30 September 2006; and, to contractor personnel on-site at KWI for the first thirty (30) days of the first contract option period; except PPR familiarization training, which will begin 24 Sep 06 and end no-later-than 8 Oct 06. The contractor is fully responsible for providing adequate personnel, supervision, and any items and services necessary to perform ATGHS as defined in this PWS as of the contract performance period, beginning 1 October 2006. Training will include, but not be limited to, such things as documentation, cargo/passenger processing, JI processes, aircraft loading, electronic data interface, AMC operating procedures, coordination of aircraft movement and reporting, and care of vehicles, equipment and facilities.

3.5.2. Within seven (7) calendar days after the Post Award conference, the contractor shall designate in writing to the Contracting Officer (CO) contractor personnel performing as JI, hazardous materials inspectors, and/or load planners; and, shall provide the CO a current certificate of completion of the Transportation of Hazardous Materials Preparer's Course or the Air Transportation of Hazardous Materials Inspector Course. For those contractor personnel designated but not qualified or current, the government will make available, throughout the term of the contract, required Hazardous Materials Inspector Course training to enable proper certification of contractor personnel identified as JI, hazardous materials inspectors and/or load planners. The in-residence course duration is five (5) academic days and is currently held at Lackland AFB, TX.

3.5.2.1. A sufficient number of contractor personnel shall complete by correspondence the Air Transportation Hazardous Inspectors Course and maintain required certification to fulfill the requirements of the PWS for the duration of the contract. The QA personnel will coordinate delivery of required course materials. Certification requirements include a final exam to be administered by a certified Test Control Officer, which will be coordinated by the QA personnel.

3.5.2.2. Contractor personnel shall satisfactorily complete hazardous material handler training IAW AFMAN 24-204(I) prior to the start of the first contract option period.

3.5.3. The contractor shall designate JI personnel in writing to the CO. JI personnel will be provided government training during the initial familiarization training period and annual training thereafter shall be conducted by the contractor's qualified JI Instructor. Reference requirements Appendix C-4, Joint Inspector Training.

3.5.3.1. The contractor shall designate in writing to the CO personnel performing as JI Instructor(s). The government will make available, throughout the term of the contract, the Joint Inspector Instructor Qualification (AMCJIIQ) course to facilitate on-sight management of the JI program requirements. The in-residence course duration is ten (10) academic days and is currently held at the Air Mobility Warfare Center, Ft Dix, NJ.

3.5.4. Within seven (7) calendar days after the Post Award conference, the contractor shall designate in writing to the CO contractor personnel performing 60K loader maintenance and shall provide the CO a current certificate of completion of the government Tunner (60K loader) Maintenance Course. For those contractor personnel designated but not qualified or current, the government will make available, throughout the term of the contract, required Tunner Maintenance Course training to enable proper certification of contractor personnel identified as 60K loader mechanics. The in-residence course duration is twelve (12) academic days and is currently held at several locations each year in the United States.

3.5.5. Within seven (7) calendar days after the Post Award conference, the contractor shall designate in writing to the CO contractor personnel performing Command and Control functions and shall provide the CO a current certificate of completion of the AMC C2 Course. For those contractor personnel designated but not qualified or current, the government will make available, throughout the term of the contract, required AMC C2 Course training to enable proper certification of contractor personnel. The in-residence course duration is twelve (12) academic days and is currently held at Scott AFB, IL.

3.5.5.1. Government personnel will provide initial C2 services familiarization training at KWI to contractor personnel for a period not to exceed the first thirty (30) days of the contract performance period, beginning 1 October 2006. During this period, the contractor is fully responsible for providing adequate personnel, supervision, and any items and services necessary to perform C2 services, as defined in this PWS.

3.5.6. Within seven (7) calendar days after the Post Award conference, the contractor shall designate in writing to the CO personnel performing as Aircraft Load Planners. The government will provide AMC unique aircraft load planning training during initial familiarization training, IAW AMCI 24-101, Vol 22, Attachment 5, paragraphs A5.1.2., A5.1.3. through A5.1.18.

3.5.7. The contractor shall designate in writing to the CO Tunner (60K loader) and 25K loader driver's who will be provided government training during the initial familiarization training period and training thereafter shall be conducted by the contractor's K loader instructors.

3.5.8 The contractor shall designate in writing to the CO personnel requiring records management training.

3.5.9. The government will provide training to contractor personnel assigned as escorts IAW 5 EAMS Instruction 31-102, paragraph 3. through 3.2.3. as required.

3.5.10. Training requirements shall be coordinated with the CO and QA personnel.

3.5.11. The government will not charge an attendance fee for the in-residence or correspondence Air Transportation of Hazardous Materials Inspector Course, in-residence Tunner (60K loader) Maintenance Course, or in-residence AMC C2 Course.

4. GENERAL INFORMATION: The contractor shall provide all technical support, personnel, supervision, equipment, tools, materials and other items and services, (except as specified within the contract as government-furnished materials, equipment, facilities, services, and training), as required, to perform ATGHS as defined in this PWS, in support of the Department of Defense (DoD) Airlift System.

4.1. Contractor Personnel. The contractor shall provide a Station Manager and Alternate Station Manager(s) who shall be responsible for the performance of the work. The name of these persons shall be designated in writing to the CO prior to attending initial familiarization training.

4.1.1. The Station Manager/Alternate Station Manager(s) shall have full authority to act for the contractor on all contract matters relating to the daily operation of this contract.

4.1.2. The Station Manager/Alternate Station Manger(s) shall be located on site to oversee all contracted operations and shall read, write, speak, and understand English in order to use technical manuals/references and effectively communicate.

4.1.2.1. The Station Manager or Alternate Station Manager shall at a minimum attend 5 EAMS staff, logistics, transportation, deployment, exercise, safety, and force protection meetings.

4.1.2.2. The contractor shall meet with the CO, QA personnel, and other government personnel as required by the CO.

4.1.3. The contractor shall ensure key personnel are qualified for their positions. The contractor shall notify the CO and QA personnel of the departure of any individual in a key position and identify their substitution or replacement within seven (7) working days.

4.1.4. The contractor shall ensure those contractor personnel, as applicable, have current and valid civilian operator's license and special equipment operating certificates prior to commencing performance. A sufficient number of contractor personnel shall maintain the required certifications to fulfill the requirements of the PWS for the duration of the contract.

4.1.5. Contractor personnel shall present a uniformly neat professional appearance and be easily recognizable as contractor personnel. Contractor personnel shall wear commercial airline equivalent clothing (appropriate for the specific functions performed), bearing the name of the company and person.

4.1.5.1. Contractor personnel may wear headgear approved by QA personnel, which compliments their uniform appearance and meets minimum safety requirements.

4.2. Hours of Operation. The contractor shall perform the services required under this contract to meet all mission requirements to include weekends and holidays, 365 days a year, 24 hours a day. The contractor shall provide the CO, QA personnel, TACC, and Airlift Control Centers with the means/information needed to contact the Station Manager or Alternate Station Manager(s) twenty four hours a day.

4.2.1. The Government will coordinate the initial issue of Geneva Convention Identity Cards and required Common Access Cards.

4.2.2. Force Augmentation. During periods that may warrant, AMC reserves the right to insert any necessary personnel to augment contractor operations. The senior AMC representative, in coordination with the Station Manger or Alternate Station Manager, has overall management responsibility for prioritizing workload and resources. The contractor shall cooperate with augmentees and render any assistance necessary (as directed by the CO) to ensure there is no degradation of services.

4.3. Training. The contractor shall be responsible for all contractor personnel training, certification, licensing, and proficiency, unless otherwise specified in the contract; and, pay all costs incurred for training required by this PWS for the duration of the contract.

4.3.1. Prior to performance under the contract, develop a Joint Inspection program to ensure a sufficient number of contractor personnel complete required JI certifications, to fulfill the requirements of this PWS for the duration of this contact IAW AMCI 24-101 Vol. 22, Atch 4,
JI Handbook (https://amclg.scott.af.mil/doz/dozm/training/ji/docs/jtinspectionqrg.pdf).

4.4. Quality Programs.

4.4.1. The contractor shall utilize his or her commercial quality control program and procedures to identify, prevent, and ensure non-recurrence of defective services.

4.4.2. When the contractor is augmented with military personnel, both parties will be working simultaneously toward the same performance objectives. When defects are noted, the cause will be evaluated. Only defects that are clearly the sole responsibility of contractor personnel will be documented as deficient contractor performance. The contractor shall not be held accountable for any defect if the responsibility cannot be readily determined.

4.5. Safety. The contractor shall comply with the latest applicable federal, installation, and
5 EAMS policies, regulations, management plans, and requirements, regarding occupational safety and health. The contractor shall:

4.5.1. Ensure work performed does not expose personnel or property to hazards, risk of injury, or damage. The government safety program manager may conduct periodic and no-notice visits to the contractor work site. Anyone may cease operations immediately if an unsafe act is observed, a dangerous situation is believed to exist, or established policies, regulations, management plans, and requirements are not being met.

4.5.1.1. Wear approved headgear, with the chin strap in-place or tight fitting, on the flight-line in compliance with safety standards applicable to aircraft engine run-up/blast distances

4.5.1.2. Check-in with the 5 EAMS Aircraft Con-current Servicing Supervisor (CSS), receive and comply with CSS safety briefings prior to engaging in any aircraft Con-current Servicing Operations (CSO)

4.5.1.2.1. Comply with all 5 EAMS CSS instructions during all CSO.

4.5.2. Be responsible for the environmental compliance with recycling and resource recovery programs, pollution prevention, environmental compliance, clean-up and disposal of hazardous materials, and programs aimed at management and control of hazardous materials as well as the proper storage of any hazardous material used by the contractor.

4.5.3. Report hazards which cannot be eliminated immediately to the QA personnel using AF Form 457, USAF Hazard Report.

4.6. Security. The contractor shall ensure contractor personnel employed to perform contract requirements meet the following criteria: (a) be a U.S. citizen who possesses a valid U.S. passport and (b) have a successfully completed National Agency Check (NAC) or Secret Clearance on file. In lieu of the completed NAC, the 5 EAMS Commander may selectively grant an "immediate access waiver" pending receipt of the successfully completed NAC. This waiver shall be granted after submission of the NAC paperwork is verified by the Government and it is reasonably expected the individual will successfully complete the NAC.

4.6.1. The government may issue an interim clearance or supplement the contractor's work force if NACs or Secret Clearances are not received prior to the contract performance start date. The costs required to perform the services listed in the PWS shall be deducted from the contractor's monthly payment if any delays in receipt of NACs or Secret Clearances are due to the contractor's late submission of requests or if an investigation reveals the contractor's designated personnel are determined not eligible for clearance.

4.6.1.1. NACs or Secret Clearances required because of contractor personnel turnover shall not constitute an excuse for nonperformance of this contract. The costs for government performance while contractor personnel are awaiting clearances shall be deducted from the contractor's monthly payment based on actual costs incurred.

4.6.2. The contractor shall ensure contractor personnel: 1) obtain Common User Access Cards (CAC) prior to arrival at KWI, 2) obtain valid ramp pass issued by the 5 EAMS Security Forces (SF), and 3) display their identification card(s) at all times, IAW all local security procedures.

4.6.3. Notify the CO and QA personnel within twenty-four (24) hours of the employment and termination of any contractor personnel cleared to work on KWI by providing an updated list of these personnel, which includes at a minimum the following information: name (last, first, middle initial), primary position title, level of investigation/security clearance as well as date of approval, and date of on-site employment or termination.

4.6.4. The contractor shall obtain Vehicle Flight-line Access Passes for all contractor vehicles, transiting the base Entry Control Points.

4.6.4.1. Flight-line Access Passes are not authorized for contractor personal vehicles, except for the Station Manager and Alternate Station Manager(s).

4.6.5. The contractor shall comply with the latest applicable DoD, USAF, installation, and 5 EAMS instructions, regulations, management plans, and requirements, regarding Operational, Physical, and Communications Security as well as the Security Escort and Anti-terrorism/Force Protection Programs.

4.6.5.2. The contractor shall appoint a Force Protection Supervisor responsible for monitoring and tracking the status and location of persons being escorted and their vehicles; and, escorts in the performance of their duties IAW 5 EAMS Instruction 31-102, Attachment 5.

4.6.5.2.1. Contractor personnel assigned as escorts shall obtain an AF IMT 483, Certificate of Competency, identifying them as a trained escort.

4.7. Publications and Forms. The contractor shall maintain publications and forms that apply to the PWS. The contractor shall be guided by these publications and use these forms to the extent necessary to accomplish requirements in this PWS. The government, at the start of the contract, will provide forms as identified in Appendix B and hard copies of all publications, which are not available via the following internet web locations:
- Air Force/AMC publications and forms http://e-publishing.af.mil;
- RGATES manual https://gates.scott.af.mil.
- Records Disposition Schedule, AFRIMS https://afrims.amc.af.mil.
- AMC policy messages can be found at the following web sites:
Cargo A4TC: https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtc&hello=hellocmessages.html &ti=HQ+AMC/A43C+Cargo+Management
Pax A4TP: https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtp&hello=hellopaxmessages.html & ti=A43P+Passenger+Policy
Equipment A4TE: https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/lgt/lgtv&ti=A43E+Aerial+Port+& +Equipment
MHE mishap reporting: https://amclg.scott.af.mil/feedback/mhemishap.pl
QA personnel will forward supplements or amendments to listed publications and forms that are not available on these web sites.

4.7.1. Supplements or amendments to listed publications from any organizational level; HQ AMC policies, messages, memorandums, and directives, may be issued during the life of the contract. The contractor shall immediately implement those changes that result in a decrease or no change in the contract price and notify the CO in writing of such change. Should a decrease in contract price result, the contractor shall provide a proposal for a reduction in contract price to the CO. Before implementing any change that will result in an increase in contract price, the contractor shall submit to the CO a price proposal within thirty (30) calendar days following receipt of the change by the contractor. The CO and the contractor shall negotiate the change into the contract. Failure of the contractor to submit a price proposal within thirty (30) calendar days following receipt of the change entitles the government to performance according to such change at no increase in contract price (unless the time requirement is waived by the CO).

4.8. Phase In/Out. The contractor shall be allowed access to the GFF to familiarize supervisors and key personnel with equipment, reporting, work scheduling and procedures, after the Post Award Conference, prior to contract performance start date. Such access will not interfere with the production efforts of government or contractor personnel. To preclude such interference, arrangements for access to the GFF shall be made with the QA personnel.

4.8.1. The contractor shall provide an initial status of their equipment and personnel implementation/transition plans submitted with their proposal, at the Post Award Conference; and, provide weekly updates to the CO and Program Manger, to include but not limited to, progress, shortfalls, significant events, etc.

4.8.2. During the phase-in/out period, the contractor shall be fully responsible for PWS performance requirements and cooperate to the extent required to permit an orderly change over to the successor contractor.

4.9. Points of Contact. The government will provide applicable phone numbers, addresses, etc. as referenced throughout the PWS.

PPENDIX A

DEFINITIONS

Aerospace Ground Equipment (AGE). AGE has two categories, powered and non-powered. Powered AGE is defined as portable engine or motor driven equipment used in servicing, handling, and maintaining weapon systems support or aircraft and equipment. These items include, but are not limited to, portable engine and motor driven equipment in the following categories: generator sets, air compressors, blowers, portable hydraulic test stands, air conditioners, ground heaters, light carts, air cycling machines, gas turbine compressors, self propelled bomb lifts, etc. Non-powered AGE is defined as portable servicing, handling, and maintenance equipment which is not a motor or engine driven (with the exception of small electric positioning motors). Non-powered AGE includes, but is not limited to, maintenance stands, platforms, aircraft jacks and tow bars, liquid or gaseous oxygen and nitrogen carts, hydraulic servicing parts.

Allowable Cabin Load (ACL). The total load an aircraft can transport over a given distance taking into account weight and volume.

Block Time. Block out time is determined when the aircraft actually moves, not when the aircraft chocks are removed. Block in time is when the aircraft has come to a complete stop and wheels have been chocked.

Command and Control Function. This function provides the coordination link necessary to satisfy mission requirements through an arrangement of personnel, equipment, communications, facilities, and procedures employed by the contract manager in planning, directing, coordinating, and controlling operations in the accomplishment of the mission

Contracting Officer (CO). The duly appointed government agent authorized to award and/or administer contracts and performs the day-to-day administration of the contract. The CO is the only person authorized to contractually obligate the government.

Delay. The criteria for military and commercial aircraft differ:

Commercial Aircraft. On departures, reportable deviations occur when the mission's actual block out time exceeds the delay start time by one minute or more.

Military Aircraft. For home station originating departures, a reportable delay occurs when the mission departs more than fourteen (14) minutes after scheduled takeoff time. For other military aircraft departures, a reportable delay occurs when a mission exceeds its scheduled ground time or scheduled time of takeoff, whichever is later, by more than fourteen (14) minutes.

Frustrated Cargo. Cargo which must be referred to the shipper services representative for correction of packaging and/or documentation discrepancies before further processing can occur.

Ground Time. Period of time an aircraft is on the ground. Ground times for military and commercial aircraft differ. Military aircraft ground time is computed from landing to takeoff, while commercial aircraft is from block-in to block-out.

Quality Assurance. A planned and systematic pattern of all actions necessary to provide confidence that adequate technical requirements are established; products and services conform to established technical requirements; and satisfactory performance is achieved. For the purposes of this contract, quality assurance refers to actions by the government.

Quality Assurance (QA) personnel. The government personnel who perform(s) quality assurance functions for a contracted service.

Quality Control. Those actions taken by a contractor to control the production of outputs to ensure that they conform to the contract requirements.

Remote Global Air Transportation Execution System (RGATES). A computer system designed for use by air terminals to process and manifest passengers, cargo, and mail.

Scheduled Departure Time. The published time at which an aircraft is scheduled to takeoff.

Test Control Officer. Qualified person who administers an Air Force test within a controlled environment.

Working Maximum on Ground (MOG). The air terminal's capability to sustain simultaneous servicing (physical activity at the aircraft or services en-route to and from the aircraft), excluding Aircraft Ground Services (reference paragraphs 1.5. through 1.5.5.), of a specific number and types of aircraft.

APPENDIX B

PUBLICATIONS AND FORMS

Publication No.	Title	Date	Type
AFCSM 24-1	AF Computer Systems Manual	Sep 97	M
AFI 11-218	Aircraft Operations and Movement on the Ground	May 05	M
AFI 10-206	Operational Reporting	Oct 04	M
AFI 13-213	Airfield Management	Dec 04	M
AFI 24-302	Vehicle Management	Feb 05	M
AFI 31-601	Industrial Security Program Management	Jun 05	I
AFOSHSTD 91-100	Aircraft Flightline Ground Operations and Activities	May 98	M
AFMAN 24-204(I)	Preparing Hazardous Materials for Military Air Shipment	Oct 04	M
AMCI 10-202, V. 6	Mission Reliability Reporting System	Aug 04	M
AMCI 11-208	Tanker/Airlift Operations	Jun 00	I
AMCI 24-101, V. 6	Military Airlift Transportation - Transportation Documentation, Data, Records, and Reports	Dec 03	M
AMCI 24-101,V. 9	Air Terminal Operations Center	Jul 01	M
AMCI 24-101,V. 11	Military Airlift Transportation - Cargo and Mail	Apr 06	M
AMCI 24-101, V. 14	Military Airlift Transportation - Passenger Service	Dec 04	M
AMCI 24-101, V. 15	Military Airlift Transportation - Baggage Service	Mar 06	M
AMCI 24-101, V. 22	Training Requirements for Aerial Port Ops	Apr 06	M
AMCI 24-101, V. 24	AMC Passenger Terminal Force Protection	Sep 05	M
DOD 4500.54-G	Foreign Clearance Guide	Current	M
DOD 4515.13R	Air Transportation Eligibility	Nov 94	M
DOD 4500.9-R Part II	Cargo Movement	Nov 04	M
DOD 4500.9-R Part III	Mobility	Apr 04	M
DOD 4500.9-R-1 Part VI	Management and Control of Intermodal Containers and System 463-L Equipment	Jun 02	M
IATA	International Air Transport Association Dangerous Goods	Current	M
T.O. 00-25-172	Ground Servicing Aircraft and Static Bonding	Jun 03	M
T.O. 35D33-2-3-1	463L Pallet Maintenance	Jan 96	M
T.O. 35D33-2-2-2	463L Air Cargo Pallets	Dec 86	M
	CFACC OPREP-3 MOA	Current	M
	DINS User Guide	Apr 03	M

Type: I – informational
M – mandatory

Form No.	Title	Date
AF Form 129	Tally In/Out	Jan 87
AF Form 457	Hazard Report	Jan 73
AF Form 1297	Temporary Issue Receipt	Jul 87
AF Form 4069	Tiedown Equipment Checklist	Mar 99
AF Form 4080	Load/Sequence Breakdown Worksheet	Jun 01
AF Form 4128	Fleet Service Checklist	Jul 99
*AMC Form 20 Series	Manual Baggage Tags	Dec 92
*AMC Form 47	Report and Disposition of Unaccompanied Passenger Baggage	Jun 92
*AMC Form 57	AMC Expedited Baggage Tag	Jun 92
AMC Form 22	AMC Customer Survey	Apr 98
AMC Form 33	Report of Frustrated Cargo	Jun 92
AMC Form 56	Rehandled Workload	Jun 92
AMC Form 65	Aircraft Reserviced Workload	Apr 99
AMC Form 70	RUSH Baggage Manifest	Aug 92
AMC Form 77	Aircraft Ground Handling Record	Oct 94
AMC Form 82	Monthly Station Traffic Handling Report	Jul 95
AMC Form 108	Rehandled Passenger Workload	Jun 92
AMC Form 134	Mishandled Baggage Report	Jun 92
AMC Form 134a	Mishandled Baggage Summary	Jun 92
AMC Form 136	Baggage Mishandled Report File	Jun 92
*AMC Form 148	Boarding Pass/Ticket	Jun 96
*AMC Form 148-2	Boarding Pass/Ticket	Jun 99
AMC Form 148G	Boarding Pass/Ticket	
AMC Form 214	Security Cage Log and Inventory	
AMC Form 253	Air Passenger Comments	Mar 99
*AMC Form 416	Interline Baggage Claim Tags	Jun 92
*AMC Form 1004	Unaccompanied Minor Passenger	Nov 92
AMC Form 1015	HAZMAT Inspection and Acceptance Checklist	May 04
*DD Form 139	Pay Adjustment Authorization	May 53
*DD Form 1131	Cash Collection Voucher	Dec 03
*DD Form 1172-2	Application for DoD CAC DEERS Enrollment	May 04
DD Form 1384	Transportation Control Movement Document (TCMD)	Oct 00
DD Form 1385	Cargo Manifest	Nov 78
*DD Form 1502	Frozen Medical Material Shipment	
*DD Form 1502-1	Chilled Medical Material Shipment	Apr 02
*DD Form 1502-2	Limited Unrefrigerated Medical Material Shipment	Apr 02
DD Form 1907	Signature Tally Record	Feb 03
*DD Form 2131	Passenger Manifest	Sep 98
DD Form 2133	Joint Airlift Inspection Record	Oct 98
DD Form 2775	Pallet Identifier	Sep 98
*DD Form 2842	DoD Public Key Infrastructure Certificate of Acceptance and Acknowledgement of Responsibilities	Sep 02
SF Form 361	Transportation Discrepancy Report	
SF Form 364	Report of Discrepancy	Feb 80
U.S. Form # 17067	Gummy Back Tags (Baggage tag label)	
	*Cash Collection Control Voucher Log	
	ID Tags	
	Travelopes	

An asterisk (*) denotes those forms that will be provided by the government.

APPENDIX C-1

GOVERNMENT FURNISHED MATERIALS

Government Provided Records. The government will provide any applicable active and inactive records to the contractor. Upon termination of the contract all government-furnished records will be returned to the government.

Government Provided Forms. The government will provide applicable forms as identified in Appendix B.

Consumables. The government will provide: 1) all consumables required to build/block/brace cargo, mail, and baggage including but not limited to plastic covers, Radio Frequency Identification (RFID) tags, and chocking devices; 2) disposable earplugs for passengers; 3) boxes and tape for staging records; 4) gasoline and diesel fuel for the GFE and Contractor Furnished Equipment (CFE) as well as water and electricity for GFF; 6) tires for GFE; 6) 463L pallet dunnage sized IAW T.O. 35D33-2-2-2, paragraph 2.7.b.; 7) aircraft and GFE wheel chocks; 8) air-time for aircrew and government provided cell phones.

The contractor shall be responsible for safeguarding all government-furnished materials and maintaining a sufficient stock level to meet station workload requirements.

Note: the contractor is not responsible for cell phone minutes used by the aircrew on the Government provided cell phone.

Note: the contractor shall be provided phone and computer services as well as utilities for contractor furnished stacked office trailers.

APPENDIX C-2

GOVERNMENT FURNISHED EQUIPMENT

NAME/MODEL	QTY	SERIAL/STOCK NUMBER
Tunner 60K	7	01E00011
		98E00058
		01E00027
		02E00021
		02E00031
		05E00025
		05E00026
Tunner MRSP Kit	1	
K-Loader Safety Harness	11	3KN13
6 Ft Lanyard	11	4RC64
Truck, Aircraft Loader 25K	4	85E00073
		85E00075
		01E00219
		03E00064
A/M32A-86 Generator	10	DG43
		DG47
		DG29
		DG31
		DG24
		DG19
		DG48
		DG55
		DG52
		DG64
A/M32A-'95 Air Cart	3	GT-53
		GT-55
		GT-3
A/M32A-60	2	TG01
		TG02
B-1 Maintenance Stand	3	B-106
		B-131
		B-132
B-2 Maintenance Stand	3	B-204
		B-219
		B-224
B-4 Maintenance Stand	2	B-432
		B-403
B-5 Maintenance Stand	6	B-502
		B-505
		B-529
		B-523
		B-526
		B-554

NAME/MODEL	QTY	SERIAL/STOCK NUMBER
Light Cart	21	LC04 (1)
		LC04 (2)
		FL02
		FL04
		FL12
		FL29
		LC22
		FL20
		FL21
		FL23
		FL24
		LC24
		LC29
		LC59
		LC43
		LC09
		AQ-20
		AQ-25
		AQ-26
		AQ-28
		NF8D
		NF8A
		LC03
		LC05
		LC06
		LC12
		LC14
		LC15
		LC17
		LC18
		LC20
Air Conditioner	1	AC31
35T Axle Jack	2	3A24
		AJ39
C-141 Tow Bar	1	TB-09
C-17 Tow Bar	1	TB-80
C-5 Tow Bar	2	TB-01
		TB-22
Universal Tow Bar	2	TB-31
		TB-0007
SGNSC (NITROGEN CART)	1	SG-02
40T Aircraft Jack	1	AJ65
135/141 Tow Bar	1	TB54
Load Bank Tester	1	L-369
ID# QCSE37/Fld # SE37		
Waterproof Pouches (MHE/AGE)	50	NSN 8105-00-190-9824
150lb Halon Fire Bottles	24	
Portable Scales		
Model No. PT300	9	230 835 45
		240 828 65
		250 830 37
		250 846 08
		250 846 15

NAME/MODEL	QTY	SERIAL/STOCK NUMBER
		250 846 16
		250 846 19
		260 840 58
		260 828 77
GEC MD400	9	7955
		9244
		9245
		9246
		9247
		9248
		9249
		9250
		9251
*Radio Air/Ground UHF/VHF	2	AA0460
TRC-176		AA1219
Charger, Dual	3	No Serial Numbers
Model No. NTN8076A		
Model Name KVL-3000 Dual Charger 110/220		
*Radio Base	3	374AYJ0021
Model No. L04KKH9PW9AN		761ABJ0019
Model Name Astro Base Station		761AZE0074
RFID TAG	2	903040154
SAVI		904090078
Cell Phones	9	
* Aircrew	3	
AMCC	2	
PPR Cell Phone	1	
Cargo Processing	1	
Passenger Service	1	
Load Planning/Special Handling	1	
Radio, Portable (serial numbers are subject to change due to regular swap out)		
*Radio, Portable	15	
Model XTS-3000		
Model No. H09KDC9PW5AN		
Radio Batteries	44	
Dell Optiplex 260 CPU	5	J67FK21
		FX9LJ0J
		567FK21
		C67FK21
		8NS7J81
Dell Optiplex 280 CPU	1	3D5YD
MPC 325 CPU	16	3913906
		3316099
		3916707
		3913910
		3916793

NAME/MODEL	QTY	SERIAL/STOCK NUMBER
		3913929
		3916868
		3916788
		3916802
		3913920
		3913930
		3913942
		3913903
		3913938
		3913933
		3913919
MPC 345 CPU	9	13936
		16876
		63142
		55060
		13916
		55034
		13909
		55061
		3595178
MPC 375 CPU	7	3755031
		37565811
		37565791
		37565786
		37565772
		3755051
		3755063
Computer Monitors (replaced periodically)	42	
HP 2300D Printer	1	CNCDF71795
HP 1150 Printer	1	CNBD022635
HP 2300DN Printer	1	CNCCF25225
HP 3390 All in one printer	1	CNMJP15916
HP 4200 Printers	4	CNFX512905
		CNHX24018
		CNHX126278
		CNFX3001157
HP LJ 1200 Printer	1	CNCK129363
HP LJ P3005 Printer	4	CNCW6C81SQ
		CNCW6C81S5
		CNCW6C91BH
		CNCW6C91B4
HP LJ 4050 Printer	1	NL7R072287
HP LJ 4650 Printer	1	JPDFD07014
*Intermec Easy Coder PM4i Printers	4	05200500229
		05200500211
		05200500231
		05200500225

NAME/MODEL	QTY	SERIAL/STOCK NUMBER
Paper Shredder Dahle 20630-A	1	1213364
7960 Series CISCO IP Phone	1	INM091112RR
STE Phone L-3 Communication	1	STEA3000088266
Fortezza Plus Card Cryptocard	1	119537
Cannon 1R2200 Copier	1	UHK34875
Hamilton Classified Material Safe 2 Drawer Safe	1	32701B
IONSCANNER Barringer Instruments, Inc Model: 400B 12238 Serial number	1	400B 247
*IONSCANNER Model Itemiser[3] Ion Track Instrument	1	10024905631
*Walk-Through Metal Detectors Heimann Systems Model: PM D2/PIZ -0027	2	20006014150 20006014151
X-Ray Machine Model: RAP 522B OSI Rapiscan	1	70531N03
Rapiscan Roller Bed Assembly	1	
Marsh Stencil Machine	1	Model R1 46349

NAME/MODEL	QTY
*Hand-Held Body Scanners	3
Nine (9) Pallet Highline Dock	1
Five (5) Pallet Highline Dock	1
Pallet Stacker(s)	3
463L Pallets	50
463L Side Nets	100
463L Top Nets	50
MB-1 Chains	50
MB-1 Devices	50
MB-2 Chains	20
MB-2 Devices	20
Straps	100
463L Pallet Couplers	20
463L KC-10 Couplers	4

MISCELLANEOUS NAME	QTY
Corner workstation with straight workstations (ATOC)	2
Wrap-around workstation (Manager's Office)	1

MISCELLANEOUS NAME	QTY
Wrap-around workstation (Alt Manager's Office)	1
Wrap-around workstation (Data Records Office)	1
Desk 5' (Passenger Service Office)	3
Desks from 5 EAMS	4
Chairs	12

Notify the QA personnel with-in twelve (12) hours should equipment become inoperable.

***Aircrew cell phones shall be provided to the AMC Stage, as required.**

The contractor shall maintain 463 L assets IAW T.O. 35D33-2-3-1, 463L Pallet Maintenance and T.O. 35D33-2-2-2, 463L Air Cargo Pallets; and, coordinate the redistribution of excess 463 L assets with QA personnel.

NOTE: All contractor personnel will be provided Chemical Warfare Gear as required. The contractor shall provide QA personnel with contractor personnel requirements within their first week of on-site work.

APPENDIX C-3

GOVERNMENT FURNISHED FACILITIES

Hanger 4 (the square footage is close approximates):

Freight and Vehicle Maintenance Area (Joint-use vehicle maintenance bay)	26,000
Passenger Terminal Area	
Passenger Processing Area	900
Passenger Lounge 1	380
Passenger Lounge 2	520
Passenger Lounge-Tent	4,100
Distinguished Visitor Lounge	300
Control Center/Data Records/Office Space	1136
Trailer in Hangar 4	520
Trailer adjacent to Hangar 4 **(Trailer is provided but will not be replaced or repaired by the government)**	520
Bathrooms	
(Joint-use trailer Adjacent to Hanger 4)	500
(Joint-use trailer, Adjacent to Pax Lounge Tent)	500
Special Handling Cage (Room #118)	480
Vehicle/AGE Mx Office Trailer **(Trailer is provided but will not be replaced or repaired by the government)**	360
Connex **(Connex may be recalled by the government upon coordination with the contractor)**	160
Scale Shed **(Shed is provided but will not be replaced or repaired by the government)**	64

The contractor shall make sure contractor personnel practice utilities conservation to include water, electricity, and resources in all facilities as well as ensure that telephones are only used for "Official Government Business". Dedicated Defense Switching Network (DSN) telephone lines and appropriate computer network connections will be made available for the contractor to conduct required services under this PWS.

Note: the contractor is provided a fenced outside storage area adjacent to Hangar 4 as well as originating and terminating pallet grid storage areas (approximately 200-600 463L pallet total capacity), one (1) adjacent to the aircraft parking apron; and, one (1) no more than one (1) mile from Hangar 4.

Note: the contractor is provided space on KWI to locate a stacked office trailer, which may need to be moved or removed at the contractor's expense due to unforeseen circumstances beyond the government's control.

Note: the contractor shall coordinate use of the passenger lounge tent with the 5 EAMS, inform them of any scheduling conflicts or concerns; and, contract performance requirements will take precedence. The 5 EAMS will clean and repair the facility before the contractor resumes responsibility.

Note: the contractor shall be provided sufficient parking spaces beyond those allocated on the flight-line to accommodate the On-duty Station Manger and Alternate, passenger service buses and vans, and escort equipment/vehicles.

APPENDIX C-4

GOVERNMENT FURNISHED
JOINT INSPECTOR TRAINING

Joint Inspector (JI) Training Requirements.

JI qualified personnel are grandfathered until their established Hazardous Materials Inspector/Preparers recertification date.

Prior to becoming JI qualified, personnel selected to perform, as joint inspectors shall:

- Successfully complete and maintain hazardous materials inspector or preparer qualifications IAW AFMAN 24-204(I), Preparing Hazardous Materials for Military Shipments.
- Successfully complete the government or contractor provided JI Training Course
- Successfully complete several joint inspections under instructor supervision
- JI qualified personnel shall be thoroughly familiar with the various publications and T.O. to ensure safety of flight, proper cargo configuration, and cargo loading procedures.
- As a prerequisite, personnel shall complete as a minimum, the following Air Transportation Computer/Web Based Training (ATCBT/ATWBT) lessons identified as "required".

  AS03, Palletizing Cargo
  AS06, Handling Hazardous Materials/Explosives
  AS07, Mobility/Contingency Operations
  AT03, Load Planning

After meeting the initial certification qualifications, personnel performing duties, as joint inspectors shall:

- Maintain currency. Whenever possible, actual loads shall be used for training. However, currency may be maintained by using training loads/chalks that include at least one vehicle or rolling stock with hazards, a multi-pallet train, and pallets. **NOTE:** Hazardous cargo may be simulated on training loads/chalks.

As part of the biennial re-certification process, personnel shall:

- Successfully complete all ATCBT/ATWBT lessons listed above.
- Successfully complete biennial classroom refresher training.

APPENDIX D-1

STATION WORKLOAD

This workload data reflects missions by aircraft type (one aircraft depicted below equates to either an arrival or departure), passengers and cargo/mail short tons. These workload estimates includes fluctuations due to humanitarian relief and surges. The contractor shall maintain the ability to provide sustained ATGHS for a working Maximum on Ground (MOG) capability of six (6) wide-body aircraft or the equivalent thereof.

Aircraft Towing: approximately 140 tows are required monthly due to restricted aircraft parking or aircraft maintenance.

Type Aircraft	Oct 04	Nov	Dec	Jan 05	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
C5	68	95	110	95	170	192	134	133	85	96	92	88
C9	0	0	0	0	0	2	0	0	0	0	0	0
C17	66	112	173	242	208	206	199	249	228	189	151	136
C130	600	618	632	581	516	382	401	404	359	281	226	213
C141	18	16	18	16	0	0	0	0	0	0	0	0
KC10	2	0	0	0	0	0	0	8	0	4	0	0
KC135	0	2	0	0	0	0	0	2	2	0	0	0
Mil Other	67	79	89	172	0	108	90	71	86	57	56	104
B747	75	63	67	103	96	93	70	86	49	41	43	49
DC8	0	0	0	0	0	0	0	2	2	0	0	6
DC10	69	83	101	125	93	118	49	73	80	65	104	114
L1011	55	56	57	62	56	66	44	47	36	47	51	36
B757	32	60	58	133	118	74	30	36	18	62	87	205
B767	34	31	38	68	58	36	38	34	28	25	26	12
Civ Other	58	68	73	102	130	137	40	62	59	50	81	106
Departure and Arrivals Totals	1144	1283	1416	1699	1445	1414	1095	1207	1032	917	917	1069
Passenger Totals	63055	58921	58962	87511	77171	77541	38212	47622	51322	56196	65861	78210
Originating	28882	21603	23287	23448	48715	49980	21546	20488	24132	27763	25595	34536
Terminating	33742	36764	35353	60716	27322	26703	15910	24781	26352	27583	39616	42050
Intransit	431	554	322	3347	1134	858	756	2352	838	850	650	1624
Cargo/Mail Totals	4261	5328	9411	9621	10066	8875	8214	8638	8653	7724	7366	7031
Originating	1421	1722	2954	4596	4306	3652	3704	4003	4972	3782	3117	3000
Terminating	2840	3606	6457	5025	5760	5223	4510	4631	3663	3886	4237	4031
Intransit	0	0	0	0	0	0	0	0	0	0	0	0