

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE J	PAGE OF PAGES 1 53
5. PROJECT NO.(If applicable) FA4514	

2. AMENDMENT/MODIFICATION NO.

A00011

3. EFFECTIVE DATE

17-Mar-2008

4. REQUISITION/PURCHASE REQ. NO.

SEE SCHEDULE

6. ISSUED BY

CODE

HTC711

7. ADMINISTERED BY (If other than item 6)

CODE

FA4514

USTRANSCOM COMMAND ACQUISITION
508 SCOTT DR
SCOTT AFB IL 62225-5357

OL-T
AMC AOS/A34Y
CONTRACT AIRLIFT DIV UNIT 5093
APO 96328-5093

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)

MAYTAG AIRCRAFT CORPORATION
(b)(6)
0
COLORADO SPRINGS CO 80918-3440

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

X 10A. MOD. OF CONTRACT/ORDER NO.
FA4428-06-C-0004

X 10B. DATED (SEE ITEM 13)

CODE 6B700

FACILITY CODE

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)

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

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

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

X C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
10 U.S.C. Chapter 137

D. OTHER (Specify type of modification and authority)

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: tcschuts08725

The purpose of this modification is to add FAR Clause 52.222-50, Combating Trafficking in Persons and to incorporate revised Performance Work Statements (PWSs). Changes to PWSs include updated references, terminology, and office symbols.

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)

JOYCE M. PAVLAK / CONTRACTING OFFICER

TEL: 618-229-4454

EMAIL: joyce.pavlak@ustrancom.mil

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

25-Mar-2008

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

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

The following have been added by reference:

52.222-50 Combating Trafficking in Persons AUG 2007

The following have been added by full text:

ATTACHMENTS**CONTRACT DOCUMENTS, EXHIBITS OR ATTACHMENTS**

<u>ATCH NUMBER</u>	<u>TITLE</u>	<u>DATE</u>	<u>NUMBER OF PAGES</u>
1	Performance Work Statement- Gunsan AB, Republic of Korea	12 Feb 08	26
2	Performance Work Statement- Gimhae ROKAF, Republic of Korea	12 Feb 08	20
3	Contract Security Classifications Specification (DD Form 254)	20 Sep 05	2
4	WAWF Routing Sheet	N/A	1

PWS - GIMHAE**PERFORMANCE WORK STATEMENT****AIR MOBILITY COMMAND****AIR TERMINAL AND GROUND HANDLING SERVICES****GIMHAE ROKAF, KOREA**

12 February 2008

1. DESCRIPTION OF SERVICES: The contractor shall act as an Air Mobility Command (AMC) liaison and provide technical support, personnel, supervision, equipment, tools, materials and other items and services, except as specified within the contract as government-furnished material, equipment and training, as required to perform Air Terminal and Ground Handling Services (ATGHS) as defined in this PWS, in support of the Department of Defense (DoD) Airlift System, at Gimhae ROKAF, Korea. The contractor shall work all United States (US) Government owned or operated aircraft and US sponsored foreign government aircraft requiring ground handling services, facilitate on-time aircraft departures, and load and unload cargo from government owned or contracted conveyances.

1.1. Air Terminal Operations Center (ATOC): The contractor shall provide a control function that manages all information and terminal resources required to receive, document, plan, and move passengers, cargo, and mail, ensuring maximum aircraft utilization. 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, HQ AMC/A4T policy, messages and Global Air Transportation Execution System (GATES).

1.1.1.1. Provide detailed information to 618 Tanker/Airlift Control Center (TACC), 613 Air Operations Center (AOC)/Air Mobility Division Manager (AMDM) (as applicable), and the 731 Air Mobility Squadron (AMS)/Air Mobility Control Center (AMCC) concerning a potential aircraft delay, actual delay, or abort.

1.1.1.1.1. Contact the Contracting Officer Representative (COR) within 12 hours of an actual delay or abort.

1.1.1.2. Report all aircraft mishaps and incidents, as well as, unscheduled aircraft remaining overnight to TACC, 613 AOC/AMDM (as applicable) and the COR.

1.1.1.3. Update, publish, and provide daily flight schedules to agencies designated by the COR.

1.1.1.4. Coordinate Special Assignment Airlift Mission (SAAM) requirements with the mission validator and/or deploying/redeploying unit.

1.1.1.5. Ensure cargo and passenger data is present in Global Transportation Network (GTN) no later than 60 minutes after aircraft departure.

1.1.1.6. Coordinate Prior Permission Required (PPR) requests for DOD and contract commercial aircraft with Gimhae Base Operations.

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

1.1.1.8. 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. Load Planning: The contractor shall plan, select, sequence, and monitor each aircraft cargo and mail load utilizing government provided load planning systems, IAW AMCI 24-101, Vol. 9, Section E, paragraph 17.1 through 30.6.

1.3. 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 1, 4, 11, 17, 48, 74 through 79 and 81 through 84
- Department of Defense (DOD) 4500.9R, part II, Chapter 203, Section C, paragraphs 5, 6, 7, and 8
- DOD 4515.13R, Chapter 7
- AFMAN 24-204(I)
- HQ AMC/A4T messages, memorandums, and directives
- GATES

1.3.1. The contractor shall provide technical assistance for preparation of hazardous materials marking, labeling, and documentation IAW AFMAN 24-204(I).

1.4. Land Bridge: The contractor shall manage and administer a land bridge operation by receiving and shipping cargo and mail via surface transportation, utilizing AMC cargo selection procedures and GATES, as well as, provide escort services for conveyances and drivers to and from the base controlled entry point.

1.5. Passenger Services: The contractor shall provide a complete range of passenger and baggage services IAW:

- AMCI 24-101 Vol. 14, except Section A, paragraphs. 1, 2.1 - 2.3, 2.5, 2.7, 2.10, Section B, paragraphs 3, 6 & 19, Section D, paragraph 28; Section E, paragraphs 41, 42.1 – 42.3, & 43.1, Section F, paragraph 53

- DOD 4500.54G
- DOD 4515.13-R, Chapters 2, 6, and 10
- U.S. Pacific Command (USPACOM) Instruction 0201.2
- AMCI 24-101, Vol. 15
- AMCI 24-101, Vol. 24, paragraphs 4.15. - 4.15.5
- HQ AMC/A4T policy messages, memorandums, and directives
- GATES

1.5.1. 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.

1.6. Aero-medical mission support. The contractor shall provide assistance with loading/unloading of patients and aero-medical equipment using government furnished equipment IAW current Intratheater Aero-Medical Evacuation Operation of Concepts (OPCON).

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

1.7.1. Prepare and submit the following reports within the time frames stated below or IAW the specified publication. A copy of reports identified with an * shall be provided to 715 AMOG/LGT, Hickam AFB HI and the COR.

1.7.1.1. * Monthly Station Traffic Handling Report, RCS: HQ AMC-A4T (M&Q) 7107 IAW AMCI 24-101, Volume 6, paragraph 24.

1.7.1.2. Short Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 18.

1.7.1.3. Over Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 16.

1.7.1.4. Lost Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 19.

1.7.1.5. Reserved

1.7.1.6. * AMC Key Asset, Materials Handling Equipment (MHE) and Associated Aerial Port Equipment On-Hand Report, RCS: AMC A4T(M) 8001 IAW AMCI 24-101, Vol. 6, paragraph 26.

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

1.7.1.8. * Baggage Tag Requirement Report, RCS: HQ AMC-A4T(A) 8103 IAW AMCI 24-101, Volume 6, paragraph 28.

1.7.1.9. * MHE mishap reporting shall be submitted to HQ AMC/A4T at the following web site <https://amclg.scott.af.mil/feedback/mhemishap.pl> All K-loader mishap data must be submitted to HQ AMC/A4T and 715th AMOG within 5 duty days.

1.7.1.10. *Validation of Operational and War Reserve Material (WRM) 463-L Pallet and Net Requirements report IAW DOD 4500.9-R Part VI, Chapter 610, paragraph C and appendix J.

1.7.2. The contractor shall create, maintain, and dispose of government required records IAW Records Disposition Schedule (AFRIMS) Table 24-1, Rules 3, 4, 5, and 9, Table 24-2, Rules 1-26 and 28-32, Table 24-3, Rule 14 and GATES. The contractor shall:

1.7.2.1. 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.

1.7.2.2. 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.

1.7.2.3. Provide the original record or a reproducible copy of any such record within three (3) working days of receipt of the request.

1.7.2.4. Complete and file all flight transactions and related documentation within (48) hours of departure.

1.7.2.5. Audit and correct all errors and discrepancies within 24 hours of discovery or notification.

1.7.3. GATES Sybase Account Assistant. The contractor shall:

1.7.3.1. Perform Sybase Account Assistant duties IAW GATES Security Requirements.

1.7.3.1.1. Immediately request assistance from GATES help desk for software and hardware related problems, track all problems, and notify the COR and 715 AMOG/LGT, including at a minimum, trouble ticket numbers and associated information, within forty-eight (48) hours of each problem.

1.7.3.1.2. Notify the COR immediately when a total loss of GATES functionality occurs.

1.7.3.1.3. Conduct a test of manual processing procedures periodically.

1.7.3.1.3.1. Update GATES in conjunction with manual processing and complete GATES updates prior to mission departure.

1.8. Materials Handling Equipment (MHE) and Vehicles; Operation, and Maintenance.

The contractor shall operate, and maintain, all MHE and vehicles 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:

1.8.1. Operate all MHE and vehicles periodically for the purpose of determining the operational and material condition.

1.8.2. Maintain the appearance of MHE and vehicles. Cleaning and washing of MHE and vehicles shall include their undercarriages.

1.8.3. Operate, inspect, clean, maintain, and overhaul heavy duty highline docks IAW the manufacture's manual and warranty.

1.9. Custodial Services. The contractor shall ensure all government provided equipment, and facilities are clean.

1.10. Ground Maintenance. The contractor shall maintain a safe and neat environment within 50 feet of government-furnished facilities.

1.11. Customer Service. The contractor shall:

1.11.1. Conduct tours for individuals and groups as coordinated by the COR.

1.11.2. Escort and provide transportation for AMC customers to and from the passenger terminal and the ROKAF entry control point.

1.11.3. Provide Korean language translation/communication services.

1.11.4. Upon request, arrange for local hotel and transportation as required.

2. SERVICE DELIVERY SUMMARY. The Service Delivery Summary (SDS) represents the most important contract objectives that, when met, will ensure contract performance is satisfactory. While the contractor is fully expected to comply with all requirements in the PWS, the government's assessment of contractor performance will focus mainly on the objectives listed in the SDS.

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 cannot be corrected but did not impact the mission.

Performance Objective	PWS Paragraph	Performance Threshold
1. Provide ATGHS to facilitate on-time aircraft departure	1.	No delayed missions caused by the contractor.
2. Gather, process and disseminate information	1.1.1. through 1.1.1.5.	No critical nonconformance and less than 3 other discrepancies noted during the quarterly COR surveillance process.
3. Provide load planning services	1.2.	No critical nonconformance and less than 2 other discrepancies noted during the quarterly COR surveillance process.
4. Provide aircraft services	1.3. through 1.3.2.	No critical nonconformance and less than 4 other discrepancies noted during the quarterly COR surveillance process.
5. Provide land bridge services	1.4.	No critical nonconformance and less than 2 other discrepancies noted during the quarterly COR surveillance process.
6. Provide passenger and baggage services	1.5. and 1.5.1.	No critical nonconformance and less than 4 other discrepancies noted during the quarterly COR surveillance process.
7. Manage reports, records and electronic interchange.	1.7. through 1.7.3.1.3.1	No critical nonconformance and less than 6 other discrepancies noted during the quarterly COR surveillance process. Maintain accurate portrayal of port levels and billing data.

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 COR shall jointly inventory the initial stock of GFM provided not later than five (5) working days before the start of the first operational performance 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 COR at least sixty (60) 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 COR shall jointly inventory GFE not later than five (5) calendar days prior to the first operational performance 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 COR 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. In the event of disagreement between the contractor and the COR on the working order and condition of equipment, the disagreement shall be elevated to the CO.

3.2.1. The contractor shall submit requests for additional or replacement GFE to the COR. Such requests shall specify the reason for the replacement request. The contractor shall turn in government-furnished equipment approved for replacement or repair.

3.3. Government-Furnished Facilities: Government-furnished facilities, Appendix C-3, have been inspected. Should a hazard be identified, the government corrects hazards according to the base-wide government developed and approved plans of abatement taking into account safety and health priorities. A higher priority for correction will not be assigned to the facilities provided hereunder merely because of this contracting initiative. Before any modification of the facilities performed by the contractor at his or her expense, the contractor must furnish the CO and COR documentation describing, in detail, the modification requested. No alterations to the facilities shall be made without specific written permission from the CO. The contractor shall initiate all paperwork to effect modifications. The contractor shall return the facilities to the government in the same condition as received, fair wear and tear and approved modifications excepted. These facilities shall only be used in performance of this contract.

3.4. Government-Furnished Services

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. Entomology Services. Includes abatement and control measures directed against insects, rodents, weeds, fungi, and other animals or plants that are determined to be undesirable in buildings, equipment, supplies, and on grounds.

3.4.4. Police Services. Includes vehicle decals and parking pass services, as well as Force Protection inspections.

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 and contingency operations.

3.4.9. Environmental Compliance. Includes recycling and resource recovery programs, pollution prevention, environmental compliance, and programs aimed at management and control of hazardous materials. This service does not include clean up and disposal of hazardous materials.

3.4.10. Test Control Officer. Includes final examination administration for ATGHS correspondence courses.

3.5. Government-Provided Training. The government will provide initial familiarization training to contractor personnel on the requirements of AMCI 24-101, AFMAN 24-204 (i), DoD 4515.13-R, and DoD 4500.9-R. Training will be conducted at Gunsan AB ROK; and will last five-ten (5-10) working days. The CO will coordinate dates and times for training, which will include such things as cargo and passenger processing, handling, and documentation; aircraft cargo and passenger loading and completion of required reports.

3.5.1. At the Post Award conference, the contractor shall designate personnel performing as hazardous materials inspectors, and/or load planners and shall provide a current certificate of completion of the Transportation of Hazardous Materials Preparer's Course or the Air Transportation of Hazardous Materials Inspector Course. For 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 personnel identified as hazardous materials inspectors, IAW AFMAN 24-204(I). The in-residence course is currently held at Lackland AFB TX.

3.5.2. A sufficient number of contractor personnel shall complete by correspondence the Air Transportation Hazardous Inspectors Course (L6ARW2T251 00AA) and maintain required certification to fulfill the requirements of the PWS for the duration of the contract. The COR will coordinate delivery of required course materials. Certification requirements include a final exam to be administered by a certified Test Control Officer coordinated by the COR.

3.5.3. Additionally, contractor personnel performing cargo handling operations shall satisfactorily complete hazardous material handler training IAW AFMAN 24-204(I) prior to the start of the first operational performance period.

3.5.4. At the Post Award conference, the contractor shall designate personnel performing as aircraft load planners. The government will provide on-the-job training during initial familiarization training, IAW AMCI 24-101, Vol 22, Attachment 5, paragraphs A5.1.3. through A5.1.18.

3.5.5. The contractor shall designate personnel requiring records management training. The COR will coordinate required training with the contractor.

3.5.6. All contractor personnel shall attend chemical warfare defense training as scheduled and coordinated with the COR.

3.5.7. Government Web-Based Aerial Port Operations training is available at no cost to the contractor. <https://amc.csd.disa.mil/kc/login/login.asp>. For contractor personnel not enrolled in DEERS, the Contracting Officer will submit required documentation to the USAF Expeditionary Center to establish access to the web-based training.

4. GENERAL INFORMATION:

4.1. Contractor Personnel.

4.1.1. The contractor shall provide a station manager and alternate station manager who shall be responsible for the performance of the work. They shall have full authority to act for the contractor on all contract matters relating to the daily operation of this contract.

4.1.1.1. The station manager or alternate station manager shall be located on site to oversee all contracted operations and shall read, write, speak, and understand English in order to use technical manuals and references, as well as, communicate effectively.

4.1.1.2. The station manager or alternate station manager shall at a minimum attend logistics, transportation, deployment, exercise, safety, and force protection meetings as needed to coordinate mission requirements.

4.1.1.3. The contractor shall ensure all personnel meet qualifications associated with assigned positions or functions and provide verifying documentation to the CO upon request. The contractor shall notify the CO of the departure of any individual in a key position and identify their substitution or replacement.

4.1.2. Contractor personnel shall present a neat 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.

4.1.2.1. Personnel-in-training shall wear nametags identifying them as a "Trainee". The station manager's and alternate station manager's nametag shall identify their position.

4.1.3. All contractor personnel shall receive government furnished mandatory Smallpox and Anthrax vaccinations. Vaccinations will be administered at a military treatment facility or other DoD designated immunization location(s).

4.1.3.1. All contractor personnel shall utilize chemical warfare gear, as required, to perform the PWS requirements.

4.2. Hours of Operation. The contractor shall staff all functions and perform the services required under this contract 0730-1630 local time, Monday through Friday. The contractor may provide stand-by personnel when coordination with the TACC, COR, and local customers indicates performance of service is not required during American and Korean holidays.

4.2.1. The contractor shall provide the COR, CO, 613 AOC/AMDM, 731 AMS/AMCC, and TACC with the means and information needed to contact the station manager or alternate station manager around the clock. Contractor personnel shall respond to the work site within one (1) hour of notification by the government.

4.3. Training. Contractor personnel training shall be the responsibility of the contractor for the duration of the contract. The contractor shall:

4.3.1. Be responsible for all personnel training, certification, licensing, and proficiency, unless otherwise specified in the contract.

4.3.2. Pay all costs incurred for personnel attending all training required by this PWS for the duration of the contract.

4.4. Safety. The contractor shall comply with the latest applicable management plans and requirements regarding occupational safety and health. The contractor shall:

4.4.1. Ensure that their performance 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 contractor work sites for the purposes of inspecting government owned facilities and equipment for hazards. The COR, aircraft crew members or government program manager may instruct contractor personnel to cease operations immediately if an imminent dangerous situation is believed to exist.

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

4.4.3. Deliver a written incident/accident report to the COR 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.

4.5. Security.

4.5.1. The contractor shall ensure that sufficient personnel on duty have the appropriate security clearance to accomplish all services as specified in the PWS.

4.5.1.1. The government may issue an interim clearance or supplement the contractor's work force to perform those tasks requiring security clearances if security 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 security clearances are due to the contractor's late submission of requests or if an investigation reveals the contractor's designated personnel is determined not eligible for clearance.

4.5.1.2. Security clearances required because of contractor 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. Quality Programs.

4.6.1. The contractor shall utilize his or her commercial quality control program and procedures to identify, prevent, and ensure non-recurrence of defective services. Through implementation of the contractor's quality control program and procedures, the Government shall receive quality services meeting the requirements of this contract. The contractor's records of inspections shall be kept and made available to the government throughout the contract performance period and for the period after contract completion until final settlement of any claims under this contract.

4.6.2. The government will evaluate the contractor's performance under this contract. The COR will record surveillance observations. The COR will require the station manager or on-site supervisor to sign the surveillance activity checklist when an observation indicates defective performance. This does not necessarily constitute concurrence with the observation, only acknowledgment that they have been made aware of the evaluation. Such surveillance will be done according to standard inspection procedures or other contract provisions.

4.6.3. The station manager shall meet with the CO, COR, and other government personnel as required by the CO. The contractor may request a meeting with the CO when they believe such a meeting is necessary. The contractor shall sign written minutes of any such meeting, or if the contractor does not concur with any portion of the minutes, a detailed explanation of such non-concurrence shall be provided in writing to the CO within ten (10) calendar days following receipt of the minutes.

4.7. PUBLICATIONS AND FORMS: Publications and forms that apply to the PWS are listed in Appendix B. The government, at the start of the contract, will provide hard copies of all publications and forms which are not available via the following internet web locations: Air Force publications, AMC publications and forms <http://www.e-publishing.af.mil/>; GATES manual <https://gatesinfo.scott.af.mil/>; and <https://afrims.amc.af.mil/>. The COR will forward supplements or amendments to listed publications and forms that are not available on these web sites. AMC policy messages can be found at the following web sites: Cargo: [https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtc&hello=hellocmessages.html &ti=HQ+AMC/A43C+Cargo+Management](https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtc&hello=hellocmessages.html&ti=HQ+AMC/A43C+Cargo+Management) Pax: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtp&hello=hellopaxmessages.html&ti=A43P+Passenger+Policy> Equipment: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/lgt/lgtv&ti=A43E+Aerial+Port+&+Equipment>

4.7.1. Supplements or amendments to listed publications from any organizational level; and HQ AMC/A4T policy, 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).

4.7.2. The contractor shall 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 COR not later than 5 October each year.

4.8. Phase-In/Out. During the phase-in/out period, the incumbent 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, whether contractor or military.

4.8.1. The government reserves the right to conduct site visits in all government-furnished facilities in conjunction with the solicitation of offers for the follow-on contract. With regard to a successor contractor's access to incumbent contractor personnel, a recruitment notice may be placed in each facility.

4.9. Force Augmentation. In the event of contingencies or during other periods that may warrant, AMC reserves the right to insert any necessary personnel to augment contractor operations. AMC augmentees will be responsible for the workload that is not normally part of the contractor's daily operations. The senior AMC representative 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.

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

APPENDIX A

DEFINITIONS

AMC Cargo and Mail Selection Procedures. Select cargo and mail based upon destination, movement priority, and system entry time (SET).

Air Terminal Operations Center (ATOC). The air terminal work center which exercises operational control over other terminal work centers. ATOC coordinates activities for loading, unloading, and fleet servicing aircraft. ATOC manages the port backlog. ATOC coordinates with other agencies concerned with aircraft scheduling and space allocations.

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.

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. A reportable delay occurs when the mission departs the blocks more than twenty (20) minutes after scheduled block time.

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.

Functional Director (FD). Chief Quality Assurance personnel who provides functional continuity and stability for the requirements of a contract.

Glossary. A complete listing of references, abbreviations, acronyms, terms, and definitions for AMC can be found in AMCI 24-101, Vol. 1, attach 1, Military Airlift Transportation.

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.

Land Bridge. Cargo and mail moved via surface conveyance between established AMC Air Terminals.

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.

Contracting Officer Representative (COR). 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.

Global Air Transportation Execution System (GATES). 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.

APPENDIX B**PUBLICATIONS AND FORMS**

<u>Publication No.</u>	<u>Title</u>	<u>Date</u>	<u>Type</u>
AFI 24-301	Vehicle Operations	Nov 01	I
AFI 23-302	Vehicle Management	Oct 07	M
AFI 31-601	Industrial Security Program Management	Jun 05	M
AFMAN 91-201	Explosive Safety Standard	Oct 01	I
AFJMAN 24-306	Manual for the Wheeled Vehicle Driver	Aug 93	M
AFOSHSTD 91-501	AF Consolidated Occupational Safety Standard	Jul 04	I
AFOSHSTD 91-46	Materials Handling and Storage Equipment	Aug 02	I
AFOSHSTD 91-66	General Industrial Operations	Oct 97	I
AFOSHSTD 91-100	Aircraft Flightline Ground Operations and Activities	May 98	I
AFMAN 24-204(I)	Preparing Hazardous Materials for Military Air Shipment	Apr 07	M
AMCI 11-208	Tanker/Airlift Operations	Jun 00	I
AMCI 24-101, V. 1, atch. 1	Military Airlift Transportation	Feb 04	I
AMCI 24-101, V. 6	Transportation Documentation, Data, Records, and Reports	Oct 04	M
AMCI 24-101, V. 9	Air Terminal Operations Center	Jul 01	M
AMCI 24-101, V. 10	Military Airlift Fleet Service	Aug 04	M
AMCI 24-101, V. 11	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. 23	Military Airlift AMC Aerial Port In-transit Visibility	Aug 04	I
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 VI	Management and Control of the DOD Intermodal Containers and System 463L Equipment	Aug 07	M
DOD 4500.9-R Part II	Cargo Movement	Nov 04	M
DOD 4500.9-R Part III	Mobility	Aug 07	M
IATA	International Air Transport Association Dangerous Goods	Jan 08	M
MIL-STD-129P (3)	Military Marking for Shipment and Storage	Oct 04	I
OSHA 29 CFR 1910	Occupational Safety and Health	May 07	I
GATES	Web-Global Air Transportation	Aug 07	M

User's Manual	Execution System User's Manual		
T.O. 35D33-2-3-1	463L Pallet Maintenance	Jan 93	M
T.O. 00-25-172	Ground Servicing Aircraft and Static Bonding	May 05	I
T.O. 35D33-2-2-2	463L Air Cargo Pallets	Jul 05	M
USPACOMINST	U.S. Pacific Command (USPACOM) Unfunded		
0201.2	Environmental and Morale (UMEL) Program	Sep 05	M
T.O. 1C-10(K)A-9	Cargo Loading Manual USAF Series KC10A	Current	I
T.O. 1C-135(K)A-9	Cargo Loading Instructions USAF Series	Current	I
	KC135 A,E,R,T		
T.O. 1C-141B-9	Loading Instructions USAF Series 141B/C	Current	I
T.O. 1C-5A-9	Loading Instructions Manual USAF Series		
	C5-A/B	Current	I
T.O. 1C-17A-9	Cargo Loading instructions USAF Series C-17A	Current	I
T.O. 1C-130A-9	Technical Manual, Cargo Loading Manual	Current	I
	Intra-theater Aero-medical Evacuation OPCON	May 03	I

Type: I – informational**M – mandatory**

<u>Form No.</u>	<u>Title</u>	<u>Date</u>
AF Form 1297	Temporary Issue Receipt	Aug 02
AF Form 3215	IT/NSS Requirements Document	May 02
AF Form 4069	Tiedown Equipment Checklist	May 02
AF Form 4080	Load/Sequence Breakdown Worksheet	May 02
AF Form 4128	Fleet Service Checklist	May 02
*AMC Form 20 Series	Manual Baggage Tags	Dec 92
*AMC Form 47	Report and Disposition of Unaccompanied	Feb 04
	Passenger Baggage	
*AMC Form 57	AMC Expedited Baggage Tag	Jul 92
AMC Form 22	AMC Passenger Survey	May 02
AMC Form 33	Report of Frustrated Cargo	May 02
AMC Form 56	Rehandled Workload	May 02
AMC Form 65	Aircraft Reserviced Workload	May 02
AMC Form 70	RUSH Baggage Manifest	May 02
AMC Form 77	Aircraft Ground Handling Record	May 02
AMC Form 82	Monthly Station Traffic Handling Report	Aug 02
AMC Form 108	Rehandled Passenger Workload	May 02
AMC Form 134	Mishandled Baggage Report	May 02
AMC Form 134a	Mishandled Baggage Summary	May 02
AMC Form 136	Baggage Mishandled Report File	May 02
*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	May 02
*AMC Form 416	Interline Baggage Claim Tags	Jun 92
*AMC Form 1004	Unaccompanied Minor Passenger	
	May 02	
AMC Form 1015	HAZMAT Inspection and Acceptance Checklist	Mar 07
*DD Form 139	Pay Adjustment Authorization	May 53
*DD Form 1131	Cash Collection Voucher	Dec 03
DD Form 1384	Transportation Control and Movement Document	Oct 00
	(TCMD)	

DD Form 1385	Cargo Manifest	Sep 05
*DD Form 1502	Frozen Medical Material Shipment	Apr 02
*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 and Tally Record	Nov 06
*DD Form 2131	Passenger Manifest	Sep 98
DD Form 2133	Joint Airlift Inspection Record	Sep 05
DD Form 2775	Pallet Identifier	Sep 98
SF Form 361	Transportation Discrepancy Report	Mar 84
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 all consumables required to build/block/brace cargo, mail, and baggage including but not limited to 463L pallet plastic covers, Radio Frequency Identification (RFID) tags, and chocking devices. Additionally, the government will provide gasoline and diesel fuel for the GFE as well as utilities for GFF, water and electricity. The government will replace industrial warehouse light bulbs, as required.

The contractor shall be responsible for safeguarding all government-furnished materials.

APPENDIX C-2**GOVERNMENT FURNISHED EQUIPMENT**

NAME/MODEL	SERIAL NUMBER	STOCK NUMBER	QUANTITY
Aircraft Loader, 25K NGSL**	02E225	3930-01-480-9519-CT	1
(AMC)Forklift Truck, 4K*	94E00257	3930-01-383-2952-CT	1
Forklift Truck, 10K*	00E125	3930-01-087-3105-CT	1
Platform Scale, 11K 463L		13073	1
Intermec Label Printer	3400D3110000		1
Portable Scale	25084088		1
Portable Scale	25084086		1
Portable Scale	25084090		1
Portable Scale	25084089		1
Xerox Copier	282726		1
Radio, Base, Motorola	412AWL0213		1
Radio, Motorola, (Astro)	620AZW0126		1
Radio, Motorola, (Astro)	620AZW0127		1
Motorola Battery Charger	1123485504		1
Motorola Battery Charger	1123485518		1

Motorola Battery Charger	1123485531		1
Walk-thru Metal Detector	B60302		1
Handheld Metal Detector	Model 1000		2
RFID Interrogator	ID: 904090081		1
RFID Interrogator	ID: 904090082		1
Scale Dial Indicating (Bag)	9208-44/992-38		1
CPU HP	MXL6150JYC		1
CPU HP	MXL6150HJ1		1
CPU HP	MXL6150GHC		1
CPU HP	MXL6150LWM		1
CPU HP	MXL6150HTB		1
Monitor Samsung	MJ19H9NL609862B		1
Monitor Samsung	MJ19H9L609853A		1
Monitor Samsung	MJ19H9NL609848H		1
Monitor Samsung	MJ19HVFL705083E		1
Keyboard HP	BC2AC0AGAU8J3L		1
Keyboard HP	BC2AC0AGAU8J59		1
Keyboard HP	BC2AC0AGAU8KRD		1
Keyboard HP	BC2AC0AGAU8IZD		1
Keyboard HP	BC2AC0AGAU87AP		1
Keyboard Micron	1500 35308		1
CPU- Dell	CNS7381		1
Monitor- Dell	CN-OJ6642-71618-57M-ALV5		1
Monitor- MICRON	YA009844085293		1
Keyboard- Dell	CN-0T6867-37172-55N-02OC		1
Keyboard- Gateway	A863331		1
Keyboard- Gateway	C262502		1
Keyboard- Gateway	A864777		1
HP Laser Jet Printer	CNDXJ11810		1
APC Smart Up's	WS9831023365		1
Deltec Power Supply UPS	A30110559		1
Deltec Power Supply UPS	A30115087		1
Printer-Network HP4000 TN	USNC177724		1
Fax Machine, Hewlett Packard	MY09IF30BJ		1
Time Zone Clocks	110217		1
Digital Clock (Warehouse)			1
Telephones			11
Wheelchair	00110104010441		1
Refrigerator, (GE)	LF750867		1
Refrigerator, (GE)	LF750606		1
Microwave, Sanyo	77900369		1
NAME/MODEL	SERIAL NUMBER	STOCK NUMBER	QUANTITY
Typewriter, Electric	FB3M		1
Television, Sony 27"	8071106		1
Sharp T.V. (FIDS)	690438		1
VCR, Hitachi	61003422		1
Cabinet Storage, (Flame)		7125-01-1405-447	1
Desks			5
Low Back Chairs			11
Double Low Back Chairs			2
Workstations			3
Chairs			6
File Cabinet			1
File Cabinet (small)			4
Couch			1

Lounge Chairs	4
Coffee Table	1
Passenger Seats (in Passenger Terminal)	22
Passenger Seats (In Freight Warehouse)	12
End Tables	2
Bookcases	3
Conference Table/Eight Seats	1
Television Stand	1
Magazine Rack	1
Newspaper Rack	1
Computer Stand	1
Pax Counter Stool	2
Wall unit	1
Printer Table	1

463L EQUIPMENT	QUANTITY
PLTS	13
T-NETS	13
S-NETS	26
MB-1 CHAINS	50
MB-1 DEVICES	50
MB-2 CHAINS	10
MB-2 DEVICES	10
STRAPS	100
PLT CPLRS ST	12
RFID Tags	13
BANDING MACHINE	1
CARGO NET RACK	1
EYE WASH, Body Wash	1
FIRE EXTINGUISHER:	PER BASE FIRE CODE
VEHICLE GOV'T	1 Per
FACILITY	PER BASE FIRE CODE
PALLET STACKER, METAL	1
SPECIAL CLOTHING KIT	1
TMH SYSTEMS, HIGHLINE DOCK	18
TMH SYSTEMS, PORTABLE LOADING	3
ALUMINUM BRIDGE PLATES	2

The following items are located in the Trailer for runway closures:

NAME/MODEL	SERIAL NUMBER	STOCK NUMBER	QUANTITY
Desks			6
Tables			2
Chairs			7
Telephones			7
Keyboard- Dell	CN0T68673717266100WP		1
Keyboard- Dell	CN0T68673717266101QG		1

NAME/MODEL	SERIAL NUMBER	STOCK NUMBER	QUANTITY
Keyboard- Dell	CN0T68673717266100VV		1
Monitor- Dell	7221DDG5DC79		1
Monitor- Gateway	MU17108G0035147		1
Monitor- Gateway	MU17108G0032442		1
Monitor- Gateway	MU17108G0034542		1
Monitor- MICRON	FB7424840		1

Monitor- Samsung	AQ17HVB846915D	1
Monitor- Dell	CN-0Y1352-47609-538-FD8Q	1
Keyboard- Gateway	C262355	1
Keyboard- Gateway	A863255	1

NOTE: Each contractor personnel will be provided Chemical Warfare Gear.

*** Identifies those items that should they become disabled, notify the COR within 24 hours**

**** Identifies those items that should they become disabled, notify the COR immediately**

The contractor shall accomplish, without prior approval, repairs to equipment other than MHE and Vehicles that cost \$250.00 (parts and labor, not to exceed 50% of the replacement value) or less provided they don't exceed the dollar amount identified/obligated for the reimbursable CLIN for the contract period. Equipment will be turned in for repair within one workday. Repairs that are estimated to exceed \$250.00 or 50% of the replacement value shall be reported to the COR, and the contractor shall follow the COR instructions for repair of the item. All estimates and reimbursements for repairs performed require proof of service required or rendered to include invoices or receipts.

The contractor shall coordinate the redistribution of excess 463L assets and the calibration of portable scales by the government with the COR.

APPENDIX C-3**GOVERNMENT FURNISHED FACILITIES**

Bldg Name	Bldg No	Total Area (Sq. Ft.)
A/F Terminal	2005	2,000
A/F Terminal	2009	5,000

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.

APPENDIX D-1**WORKLOAD DATA**

Station Workload Estimates. This historical data and reflect arrivals and departures by aircraft type, passengers, and cargo/mail short tons.

A/C TYPE	Jun 04	Jul	Aug	Sep	Oct	Nov	Dec	Jan 05	Feb	Mar	Apr	May
C-5							2					
C-9	2									3		
C-17					2			2			2	
C-130	4	13			10				8	18	8	18
C-141												
KC10												
KC135												
OTHER MIL		4	8	6	4	3	2	2	6	13	8	6
B767												
OTHER COMM			8	3				2		13		
TOTAL A/C	6	17	16	9	16	3	4	6	14	47		24
Passenger	8	49	843	230	73	1	12	169	51	1839	86	45
Orig	8	40	15	202	51	0	6	6	41	477	52	30
Term	0	9	308	28	22	1	6	6	10	461	32	15
Intransit	0	0	520	0	0	0	0	157	0	901	2	0
Cargo	3	10	36	19	46	28	119	24	21	77	43	25
Orig	3	10	8	3	13	8	45	14	1	25	21	10
Term	0	0	28	16	33	19	43	10	18	43	22	15

APPENDIX D-2**LAND BRIDGE DATA**

This is historical data and reflects trucks and number of total short tons.

<u>MONTH</u>	<u>TRUCKS</u>	<u>TONS</u>
May 04	20	26
June 04	28	35
July 04	27	36
August 04	24	36
September 04	16	19
October 04	25	28
November 04	27	27
December 04	26	24
January 05	22	15
February 05	15	19
March 05	30	32
April 05	23	18
May 05	19	16
Total	302	331

Note 1: Tonnage is based on gross weight to include 463L pallet and tie-down equipment.

APPENDIX D-3**BASE EXERCISES, AND INSPECTIONS**

This historical data reflects base exercises, inspections, and deployments that do involve aircraft arrivals and departures.

Month	Type Aircraft (# of each)	JT's Accomplished	Tons	Pax
FY05				
October	C17(1)	0	7	5
November	0	0	0	0
December	C5 (1)	0	34	6
January	C17 (1)	0	10	0
February	C130(2)	0	0	34
March	MD11(8) C130(5) C40(1)	0	26	585
April	C5(1) C130(2)	0	14	36
May	C130(5)	0	6	23
June	C130(2)	0	3	23
July	0	0	0	0

Note: CATO Gimhae does not conduct joint inspections. Normally, 731 AMS or another unit is tasked to conduct these inspections. The majority of the C130's documented above are airdrop missions. The CATO provided technical assistance, supervision and MHE support to conduct the above operations.

PWS - GUNSAN**PERFORMANCE WORK STATEMENT****AIR MOBILITY COMMAND****AIR TERMINAL AND GROUND HANDLING SERVICES****GUNSAN AB, KOREA**

12 February 2008

1. DESCRIPTION OF SERVICES: The contractor shall provide personnel, supervision, liaison support, equipment, tools, materials, and other items and services, except for those items specified within the contract as government furnished materials, equipment, facilities, and services, as required to perform Air Terminal and Ground Handling Services (ATGHS). The contractor shall provide ATGHS as defined in this PWS for all aircraft in support of the Department of Defense (DOD), and load and unload cargo from government owned or contracted conveyances.

1.1. Air Terminal Operations Center (ATOC): The contractor shall provide a control function that manages all information and terminal resources required to receive, document, plan, and move passengers, cargo, and mail, ensuring maximum aircraft utilization. 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, HQ AMC/A4T policy, messages and Global Air Transportation Execution System (GATES).

1.1.1.1. Provide detailed information to 618 Tanker/Airlift Control Center (TACC), 613 Air Operations Center (AOC)/Air Mobility Division Manager (AMDM) and Base Command Post (as applicable), and the 731 Air Mobility Squadron (AMS)/Air Mobility Control Center (AMCC) concerning a potential aircraft delay, actual delay, or abort.

1.1.1.1.1. Contact the Contracting Officer Representative (COR) within 12 hours of an actual delay or abort.

1.1.1.2. Report all aircraft mishaps and incidents, as well as, unscheduled aircraft remaining overnight to TACC, (613 AOC/AMDM) (as applicable) and the COR.

1.1.1.3. Update, publish, and provide daily flight schedules to agencies designated by the COR.

1.1.1.4. Coordinate inbound and outbound clearance for explosives shipments and monitor the terminal's explosive movement requirements and capability IAW AMCI 11-208, paragraph 3.7. and AMCI 24-101, Vol. 9, Atch 4.

1.1.1.5. Coordinate Special Assignment Airlift Mission (SAAM) requirements with the mission validator, Installation Deployment Officer (IDO), and deploying/redeploying unit.

1.1.1.6. Ensure cargo and passenger data is present in Global Transportation Network (GTN) no later than 60 minutes after aircraft departure.

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

1.1.1.8. 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. Load Planning: The contractor shall plan, select, sequence, and monitor each aircraft cargo and mail load utilizing government provided load planning systems, IAW AMCI 24-101, Vol. 9, Section E, paragraphs 17.1 through 30.6.

1.3. 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 1, 4, 11, 17, 48, 74 through 79 and 81 through 84
- Department of Defense (DOD) 4500.9R, part II, Chapter 203, Section C, paragraphs 5, 6, 7, and 8
- DOD 4515.13R, Chapter 7
- AFMAN 24-204(I)
- HQ AMC/A4T policy messages, memorandums, and directives
- GATES

1.3.1. The contractor shall provide technical assistance for preparation of hazardous materials marking, labeling, and documentation IAW AFMAN 24-204(I).

1.4. Land Bridge: The contractor shall manage and administer a land bridge operation by receiving and shipping cargo and mail via surface transportation, utilizing AMC cargo selection procedures and GATES, as well as, provide escort services for conveyances and drivers to and from the base entry point.

1.5. Passenger Services: The contractor shall provide a complete range of passenger and baggage services IAW:

- AMCI 24-101 Vol. 14, except Section A, paragraphs. 1, 2.1 - 2.3, 2.5, 2.7, 2.10, Section B, paragraphs 3, 6 & 19, Section D, paragraph 28; Section E, paragraphs 41, 42.1 – 42.3 & 43.1, & Section F, paragraph 53
- DOD 4500.54G
- DOD 4515.13-R, Chapters 2, 6, and 10
- US Pacific Command Instruction (USPACOMINST) 0201.2
- AMCI 24-101, Vol. 15
- AMCI 24-101, Vol. 24, paragraphs 4.15. through 4.15.5
- HQ AMC/A4T policy messages, memorandums, and directives
- GATES

1.5.1. 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.

1.6. Funds Handling. The contractor shall provide funds handling services IAW AMCI 24-101, Vol. 14, paragraphs 44-51, 58 and 59.

1.7. Aero-medical mission support. The contractor shall provide assistance with loading/unloading of patients and aero-medical equipment using government furnished equipment IAW current Intratheater Aero-Medical Evacuation Operation of Concepts (OPCON).

1.8. Exercises, Inspections and Deployments/Redeployments. The contractor shall provide services on an extended basis up to twenty-four (24) hours per day IAW:

Defense Transportation Regulation (DTR) 4500.9-R, Part III, Chapter 303, Section B, paragraphs 2e(4), C 5 d (1) (c), 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

1.8.1. 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.

1.8.2. Participate in chemical warfare/host base exercises within establish PWS requirements, as pre-coordinated between the host based, COR, and station manager.

1.8.3. 8th Fighter Wing (FW) Exercises and Deployments

1.8.3.1. Attend Exercise and Deployment meetings with the 8th FW Installation Deployment Officer (IDO) to coordinate use of the passenger terminal by 8th FW for their exercises and deployments.

1.8.3.2. Immediately inform the contract administrator of any scheduling conflicts or concerns.

1.8.3.3. Conduct joint inspections, along with the 8th FW and COR, of passenger terminal and facilities. Inspections shall be conducted immediately prior to a 8th FW exercise/deployment and after an exercise/deployment once the 8th FW has cleaned and repaired the terminal/facilities but before the contractor resumes responsibility for the terminal/facilities.

1.9. Reports, Records, and Electronic Data Interchange.

1.9.1. The contractor shall: Prepare and submit the following reports within the time frames stated IAW the specified publication. A copy of reports identified with an * shall be provided to the Functional Director and COR.

1.9.1.1. * Monthly Station Traffic Handling Report, RCS: HQ AMC-A4T (M&Q) 7107 IAW AMCI 24-101, Volume 6, paragraph 24.

1.9.1.2. Short Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 18.

1.9.1.3. Over Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 16.

1.9.1.4. Lost Shipment Report IAW AMCI 24-101, Vol. 6, paragraph 19.

1.9.1.5. Reserved

1.9.1.6. * AMC Key Asset, Materials Handling Equipment (MHE) and Associated Aerial Port Equipment On-Hand Report, RCS: AMC A4T(M) 8001 IAW AMCI 24-101, Vol. 6, paragraph 26.

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

1.9.1.8. Baggage Tag Requirement Report, RCS: HQ AMC-A4T(A) 8103 IAW AMCI 24-101, Volume 6, paragraph 28.

1.9.1.9. MHE mishap reporting shall be submitted to HQ AMC/A4T at the following web site <https://amclg.scott.af.mil/feedback/mhemishap.pl> All K-loader mishap data must be submitted to HQ AMC/A4T and 715th AMOG within 5 duty days.

1.9.1.10. *Validation of Operational and War Reserve Material (WRM) 463-L Pallet and Net Requirements report IAW DOD 4500.9-R Part VI, Chapter 610, paragraph C and appendix J.

1.9.2. The contractor shall create, maintain, and dispose of government required records IAW Records Disposition Schedule AFRIMS Table 24-1, Rules 3, 4, 5, and 9, Table 24-2, Rules 1-26 and 28-32, Table 24-3, Rule 14 and GATES. The contractor shall:

1.9.2.1. 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.

1.9.2.2. 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.

1.9.2.3. Provide the original record or a reproducible copy of any such record within three (3) working days of receipt of the request.

1.9.2.4. Complete and file all flight transactions and related documentation within (48) hours of departure.

1.9.2.5. Audit and correct all errors and discrepancies within 24 hours of discovery or notification.

1.9.3. GATES Sybase Account Assistant. The contractor shall:

1.9.3.1. Perform Sybase Account Assistant duties IAW GATES Security Requirements.

1.9.3.1.1. Immediately request assistance from GATES help desk for software and hardware related problems, track all problems, and notify the COR and 715 AMOG/LGT, including at a minimum, trouble ticket numbers and associated information, within forty-eight (48) hours of each problem.

1.9.3.1.2. Notify the COR immediately when a total loss of GATES functionality occurs.

1.9.3.1.3. Conduct a test of manual processing procedures periodically.

1.9.3.1.3.1. Update GATES in conjunction with manual processing and complete GATES updates prior to mission departure.

1.10. Materials Handling Equipment (MHE) and Vehicles; Operation, and Maintenance.

The contractor shall operate, and maintain, all MHE and vehicles 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:

1.10.1. The contractor shall lubricate roller systems as applicable, weather permitting.

1.10.2. Operate all MHE and vehicles periodically for the purpose of determining the operational and material condition.

1.10.3. Maintain the appearance of MHE and vehicles. Cleaning and washing of MHE and vehicles shall include their undercarriages.

1.11. Custodial Services. The contractor shall ensure all government provided equipment and facilities are clean.

1.12. Ground Maintenance. The contractor shall at a minimum cut, rake, edge and pick-up grass; trim trees and bushes, hedges and shrubs; provide ice control measures on sidewalks and steps; and remove snow from all sidewalks, drives, and parking areas; within 50 feet to include the sidewalk of all government furnished facilities to maintain a safe and neat environment.

1.13. Customer Service. The contractor shall conduct tours for individuals and groups as coordinated by the COR.

2. SERVICE DELIVERY SUMMARY. The Service Delivery Summary (SDS) represents the most important contract objectives that, when met, will ensure contract performance is satisfactory. While the contractor is fully expected to comply with all requirements in the PWS, the government's assessment of contractor performance will focus mainly on the objectives listed in the SDS.

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. A minor nonconformance cannot be corrected but did not impact the mission.

Performance Objective	PWS Paragraph	Performance Threshold
1. Provide ATGHS to facilitate on-time aircraft departure	1.	No delayed missions caused by the contractor.
2. Gather, process and disseminate information	1.1.1. through 1.1.1.6.	No critical nonconformance and less than 5 minor nonconformance noted during the monthly COR surveillance process.
3. Provide load planning services	1.2.	No critical nonconformance and less than 3 minor nonconformance noted during the monthly COR surveillance process.
4. Provide aircraft services	1.3. and 1.3.1.	No critical nonconformance and less than 7 minor nonconformance noted during the monthly COR surveillance process.
5. Provide land bridge services	1.4.	No critical nonconformance and less than 3 minor nonconformance noted during the monthly COR surveillance process.
6. Provide passenger and baggage services	1.5. and 1.5.1.	No critical nonconformance and less than 7 minor nonconformance noted during the monthly COR surveillance process.
7. Perform funds handling	1.6.	Funds were accounted for properly and deposited on-time.
8. Provide exercises, inspections and deployments/redeployments services	1.8. through 1.8.2.	No critical nonconformance and less than 3 minor nonconformance noted during the monthly COR surveillance process.
9. Manage reports, records and electronic data interchange.	1.9. through 1.9.3.1.3.1.	No critical nonconformance and less than 6 minor nonconformance noted during the monthly COR surveillance process. Maintain accurate portrayal of port levels and billing data

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 COR shall jointly inventory the initial stock of GFM provided not later than five (5) working days before the start of the first operational performance 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 COR at least sixty (60) 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 COR shall jointly inventory GFE not later than five (5) calendar days prior to the first operational performance 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 COR 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. In the event of disagreement between the contractor and the COR on the working order and condition of equipment, the disagreement shall be elevated to the CO.

3.2.1. The contractor shall submit requests for additional or replacement GFE to the COR. Such requests shall specify the reason for the replacement request. The contractor shall turn in government-furnished equipment approved for replacement or repair.

3.3. Government-Furnished Facilities: Government-furnished facilities, Appendix C-3, have been inspected. Should a hazard be identified, the government corrects hazards according to the base-wide government developed and approved plans of abatement taking into account safety and health priorities. A higher priority for correction will not be assigned to the facilities provided hereunder merely because of this contracting initiative. Before any modification of the facilities performed by the contractor at his or her expense, the contractor must furnish the CO and COR documentation describing, in detail, the modification requested. No alterations to the facilities shall be made without specific written permission from the CO. The contractor shall initiate all paperwork to effect modifications. The contractor shall return the facilities to the government in the same condition as received, fair

wear and tear and approved modifications excepted. These facilities shall only be used in performance of this contract.

3.4. Government-Furnished Services.

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. Entomology Services. Includes abatement and control measures directed against insects, rodents, weeds, fungi, and other animals or plants that are determined to be undesirable in buildings, equipment, supplies, and on grounds.

3.4.4. Grounds Maintenance. Except where the PWS designates maintenance to the contractor, for example, clearing snow, ice and cutting grass.

3.4.5. Police Services. Includes maintaining law and order, traffic management, vehicle decals, and parking pass services, as well as Force Protection inspections.

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

3.4.7. 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

3.4.8. 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.

3.4.9. Disaster Preparedness. Includes operation of disaster preparedness programs and related services, equipment, and facility support for emergencies and contingency operations.

3.4.10. Environmental Compliance. Includes recycling and resource recovery programs, pollution prevention, environmental compliance, and programs aimed at management and control of hazardous materials. This service does not include clean up and disposal of hazardous materials.

3.4.11. Test Control Officer. Includes final examination administration for ATGHS correspondence courses.

3.5. Government-Provided Training. Government personnel will provide initial familiarization training on the requirements of AMCI 24-101, AFMAN 24-204 (I), DoD 4515.13-R, and DoD 4500.9-R. Training will be conducted at Gunsan AB to contractor personnel for the first thirty (30) days of the contract performance period. During this period, the contractor is fully responsible for providing adequate personnel, supervision, and any items and services necessary to perform ATGHS as defined in this PWS.

3.5.1. At the Post Award conference, the contractor shall designate personnel performing as hazardous materials inspectors, joint inspectors and/or load planners and shall provide a current certificate of completion of the Transportation of Hazardous Materials Preparer's Course or the Air Transportation of Hazardous Materials Inspector Course. For 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 personnel identified as hazardous materials inspectors, IAW AFMAN 24-204(I). The in-residence course is currently held at Lackland AFB TX.

3.5.2. 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 COR will coordinate delivery of required course materials. Certification requirements include a final exam to be administered by a certified Test Control Officer at Gunsan AB.

3.5.3. Additionally, contractor personnel performing cargo handling operations shall satisfactorily complete hazardous material handler training IAW AFMAN 24-204(I) prior to the start of the first operational performance period.

3.5.4. The contractor designated 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 in Appendix C-4, Joint Inspector Training.

3.5.4.1. The contractor shall designate a JI Instructor. 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 USAF Expeditionary Center, Ft Dix, NJ.

3.5.5. At the Post Award conference, the contractor shall designate personnel performing as aircraft load planners. The government will provide on-the-job training during initial familiarization training, IAW AMCI 24-101, Vol 22, Attachment 5, paragraphs A5.1.3. through A5.1.18.

3.5.6. The contractor shall designate personnel requiring records management training. The COR will coordinate required training with the contractor.

3.5.7. All contractor personnel shall attend chemical warfare defense training as scheduled and coordinated with the COR.

3.5.8. Government Web-Based Aerial Port Operations Training is available at no cost to the contractor. <https://amc.csd.disa.mil/kc/login/login.asp>. For contractor personnel not enrolled in DEERS, the Contracting Officer will submit required documentation to the USAF Expeditionary Center to establish access to the web-based training.

4. GENERAL INFORMATION:

4.1. Contractor Personnel.

4.1.1. The contractor shall provide a station manager and alternate station manager who shall be responsible for the performance of the work. They shall have full authority to act for the contractor on all contract matters relating to the daily operation of this contract.

4.1.1.1. The station manager or alternate station manager shall be located on site to oversee all contracted operations and shall read, write, speak, and understand English in order to use technical manuals and references, as well as, communicate effectively.

4.1.1.2. The station manager or alternate station manager shall at a minimum attend base logistics, transportation, deployment, exercise, safety, and force protection meetings.

4.1.1.3. The contractor shall ensure all personnel meet qualifications associated with assigned positions or functions and provide verifying documentation to the CO upon request. The contractor shall notify the CO of the departure of any individual in a key position and identify their substitution or replacement.

4.1.1.4.. The station manager shall meet with the CO, COR, and other government personnel as required by the CO. The contractor may request a meeting with the CO when they believe such a meeting is necessary. The contractor shall sign written minutes of any such meeting, or if the contractor does not concur with any portion of the minutes, a detailed explanation of such non-concurrence shall be provided in writing to the CO within ten (10) calendar days following receipt of the minutes.

4.1.2. Contractor personnel shall present a neat 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.

4.1.2.1. Personnel-in-training shall wear nametags identifying them as a "Trainee". The station manager's and alternate station manager's nametag shall identify their position.

4.1.3. All contractor personnel shall receive government furnished mandatory Smallpox and Anthrax vaccinations. Vaccinations will be administered at a military treatment facility or other DoD designated immunization location(s).

4.1.3.1. All contractor personnel shall utilize chemical warfare gear, as required, to perform the PWS requirements.

4.2. Hours of Operation. The contractor shall staff all functions and perform the services required under this contract 0800-1700 local time, Monday through Friday. The contractor may provide stand-by personnel when coordination with the TACC, COR, and local customers indicates performance of service is not required during American and Korean holidays. The contractor shall anticipate that approximately 10% of the stated workload will fall outside normal operating hours.

4.2.1. The contractor shall provide the COR, CO, Gunsan Base Operations, Command Post, 731 AMS/AMCC, and TACC with the means and information needed to contact the station manager or alternate station manager around the clock. Contractor personnel shall respond to the work site within one (1) hour of notification by the government.

4.3. Training. Contractor personnel training shall be the responsibility of the contractor for the duration of the contract. The contractor shall:

4.3.1. Be responsible for all personnel training, certification, licensing, and proficiency, unless otherwise specified in the contract.

4.3.2. Pay all costs incurred for personnel attending all training required by this PWS for the duration of the contract.

4.4. Safety. The contractor shall comply with the latest applicable host base regulations, management plans, and requirements, regarding occupational safety and health. The contractor shall:

4.4.1. Ensure their performance 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 contractor work sites for the purposes of inspecting government owned facilities and equipment for hazards. The COR, aircraft crew members, or government safety program manager may instruct contractor personnel to cease operations immediately if an imminent dangerous situation is believed to exist.

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

4.4.3. Deliver a written incident/accident report to the COR 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.

4.5. Security.

4.5.1. The contractor shall ensure that sufficient personnel on duty have the appropriate security clearance to accomplish all services as specified in the PWS.

4.5.1.1. The government may issue an interim clearance or supplement the contractor's work force to perform those tasks requiring security clearances if security 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 security clearances are due to the contractor's late submission of requests or if an investigation reveals the contractor's designated personnel is determined not eligible for clearance.

4.5.1.2. Security clearances required because of contractor 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. Quality Programs.

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

4.7. Publications and Forms: Publications and forms that apply to the PWS are listed in Appendix B. The government, at the start of the contract, will provide hard copies of all publications and forms which are not available via the following internet web locations: Air Force publications, AMC publications and forms <http://www.e-publishing.af.mil/>; GATES manual <https://gatesinfo.scott.af.mil/>; and <https://afrims.amc.af.mil/>. The COR will forward supplements or amendments to listed publications and forms that are not available on these web sites. AMC policy messages can be found at the following web sites: Cargo: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtc&hello=hellocmessages.html&ti=HQ+AMC/A43C+Cargo+Management> Pax: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtp&hello=hellopaxmessages.html&ti=A43P+Passenger+Policy> Equipment: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/lgt/lgtv&ti=A43E+Aerial+Port+&+Equipment>

4.7.1. Supplements or amendments to listed publications from any organizational level; and, HQ AMC/A4T policy, 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).

4.7.2. The contractor shall 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 COR not later than 5 October each year.

4.8. Phase-In/Out. During the phase-in/out period, the incumbent 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, whether contractor or military.

4.8.1. The government reserves the right to conduct site visits in all government-furnished facilities in conjunction with the solicitation of offers for the follow-on contract. With regard to a successor contractor's access to incumbent contractor personnel, a recruitment notice may be placed in each facility.

4.9. Force Augmentation. In the event of contingencies or during other periods that may warrant, AMC reserves the right to insert any necessary personnel to augment contractor operations. AMC augmentees will be responsible for the workload that is not normally part of the contractor's daily operations. The senior AMC representative 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.

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

DEFINITIONS

AMC Cargo and Mail Selection Procedures. Select cargo and mail based upon destination, movement priority, and system entry time (SET).

Air Terminal Operations Center (ATOC). The air terminal work center which exercises operational control over other terminal work centers. ATOC coordinates activities for loading, unloading, and fleet servicing aircraft. ATOC manages the port backlog. ATOC coordinates with other agencies concerned with aircraft scheduling and space allocations.

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.

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. A reportable delay occurs when the mission departs the blocks more than twenty (20) minutes after scheduled block time.

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.

Functional Director (FD). Chief Quality Assurance personnel who provides functional continuity and stability for the requirements of a contract.

Glossary. A complete listing of references, abbreviations, acronyms, terms, and definitions for AMC can be found in AMCI 24-101, Vol. 1, attach 1, Military Airlift Transportation.

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.

Land Bridge. Cargo and mail moved via surface conveyance between established AMC Air Terminals.

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.

Contracting Officer Representative (COR). 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.

Global Air Transportation Execution System (GATES). 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.

APPENDIX B**PUBLICATIONS AND FORMS**

<u>Publication No.</u>	<u>Title</u>	<u>Date</u>	<u>Type</u>
AFI 24-405	Department of Defense Foreign Clearance Guide (FCG)	May 94	M
AFI 24-301	Vehicle Operations	Nov 01	I
AFI 23-302	Vehicle Management	Oct 07	M
AFI 31-601	Industrial Security Program Management	Jun 05	M
AFMAN 91-201	Explosive Safety Standard	Oct 01	I
AFJMAN 24-306	Manual for the Wheeled Vehicle Driver	Aug 93	M
AFOSHSTD 91-501	AF Consolidated Occupational Safety Standard	Jul 04	I
AFOSHSTD 91-46	Materials Handling and Storage Equipment	Aug 02	I
AFOSHSTD 91-66	General Industrial Operations	Oct 97	I
AFOSHSTD 91-100	Aircraft Flightline Ground Operations and Activities	May 98	I
AFMAN 24-204(I)	Preparing Hazardous Materials for Military Air Shipment	Apr 07	M
AMCI 11-208	Tanker/Airlift Operations	Jun 00	I
AMCI 24-101, V. 1, atch. 1	Military Airlift Transportation	Feb 04	I
AMCI 24-101, V. 6	Transportation Documentation, Data, Records, and Reports	Oct 04	M
AMCI 24-101, V. 9	Air Terminal Operations Center	Jul 01	M
AMCI 24-101, V. 10	Military Airlift Fleet Service	Aug 04	M
AMCI 24-101, V. 11	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. 18	Military Airlift – AMC Mobilized Aerial Port Forces and Delivery flights	Jun 04	M
AMCI 24-101, V. 22	Training requirements for Aerial Port Operations	Apr 06	M
AMCI 24-101, V. 23	Military Airlift AMC Aerial Port In-transit Visibility	Aug 04	I
AMCI 24-101, V. 24	AMC Passenger Terminal Force Protection	Sep 05	M
AMCP 24-2, (All Vol.)	Civil Reserve Air Fleet (CRAF) Load Planning Guide		M
DOD 4500.54-G	Foreign Clearance Guide	Current	M
DOD 4515.13R	Air Transportation Eligibility	Nov 94	M
DOD 4500.9-R Part I	Passenger Movement	Jun 05	M
DOD 4500.9-R Part VI	Management and Control of the DOD Intermodal Containers and System 463L Equipment	Aug 07	M
DOD 4500.9-R Part II	Cargo Movement	Nov 04	M
DOD 4500.9-R Part III	Mobility	Aug 07	M
IATA	International Air Transport Association Dangerous Goods	Jan 08	M
MIL-STD-129P (3)	Military Marking for Shipment and Storage	Oct 04	I

OSHA 29 CFR 1910	Occupational Safety and Health	May 07	I
GATES	Web-Global Air Transportation	Aug 07	M
User's Manual	Execution System User's Manual		
T.O. 35D33-2-3-1	463L Pallet Maintenance	Jan 93	M
T.O. 00-25-172	Ground Servicing Aircraft and Static Bonding	May 05	I
T.O. 35D33-2-2-2	463L Air Cargo Pallets	Jul 05	M
USPACOMINST	U.S. Pacific Command (USPACOM) Unfunded	Sep 05	M
0201.2	Environmental and Morale Leave (UMEL) Program		
T.O. 1C-10(K)A-9	Cargo Loading Manual USAF Series KC10A	Current	I
T.O. 1C-135(K)A-9	Cargo Loading Instructions USAF Series KC135 A,E,R,T	Current	I
T.O. 1C-141B-9	Loading Instructions USAF Series 141B/C	Current	I
<u>Publication No.</u>	<u>Title</u>	<u>Date</u>	<u>Type</u>
T.O. 1C-5A-9	Loading Instructions Manual USAF Series C5-A/B	Current	I
T.O. 1C-17A-9	Cargo Loading instructions USAF Series C-17A	Current	I
T.O. 1C-130A-9	Technical Manual, Cargo Loading Manual	Current	I
T.O. 1C-130A-16-1	Loading and Air Transport of Nuclear Weapon Cargo (Non-palletized) US Air Force F series C-130A/B/D/E/H Aircraft	Current	M
T.O. 1C-130A-16-2	Loading and Air Transport of Nuclear Weapon Cargo (Palletized) US Air Force C series C-130A/B/D/E/H Aircraft	Current	M
T.O. 1C-141B-16-1	Loading and Air Transport of nuclear Weapon Cargo (Non-palletized) US Air Force Series C-141B Aircraft	Current	M
T.O. 1C-141B-16-2	Loading and Air Transport of nuclear Weapon Cargo (Palletized) US Air Force Series C-141B Aircraft	Current	M
T.O. 11A-1-46	Fire Fighting Guidance, Transportation and Storage Management Data, and Ammunition Intra-theater Aero-medical Evacuation OPCODE	Current	M
		May 03	I

Type: I – informational
M – mandatory

<u>Form No.</u>	<u>Title</u>	<u>Date</u>
AF Form 457	USAF Hazard Report	Aug 02
AF Form 463	Request for Flight Meals	
AF Form 1297	Temporary Issue Receipt	Aug 02
AF Form 3215	IT/NSS Requirements Document	May 02
AF Form 4069	Tiedown Equipment Checklist	May 02
AF Form 4080	Load/Sequence Breakdown Worksheet	May 02
AF Form 4128	Fleet Service Checklist	May 02
*AMC Form 20 Series	Manual Baggage Tags	Dec 92
*AMC Form 47	Report and Disposition of Unaccompanied Passenger Baggage	Feb 04
*AMC Form 57	AMC Expedited Baggage Tag	Jun 92
AMC Form 22	AMC Passenger Survey	May 02
AMC Form 33	Report of Frustrated Cargo	May 02
AMC Form 56	Rehandled Workload	May 02
AMC Form 65	Aircraft Reserviced Workload	May 02
AMC Form 68	Aerial Port Movement Log	Sep 02
AMC Form 70	RUSH Baggage Manifest	May 02

AMC Form 77	Aircraft Ground Handling Record	May 02
AMC Form 82	Monthly Station Traffic Handling Report	Aug 02
AMC Form 108	Rehandled Passenger Workload	May 02
AMC Form 134	Mishandled Baggage Report	May 02
AMC Form 134a	Mishandled Baggage Summary	May 02
AMC Form 136	Baggage Mishandled Report File	May 02
*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	May 02
AMC Form 302	Cargo/Passenger Envelope and Checklist	May 02
*AMC Form 416	Interline Baggage Claim Tags	Jun 92
AMC Forms 571-636	Load planning Templates (as required)	

*AMC Form 1004	Unaccompanied Minor Passenger	
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May 02

AMC Form 1015	HAZMAT Inspection and Acceptance Checklist	Mar 07
*DD Form 139	Pay Adjustment Authorization	May 53

Form No.**Title****Date**

*DD Form 1131	Cash Collection Voucher	Dec 03
DD Form 1384	Transportation Control and Movement Document (TCMD)	Oct 00
DD Form 1385	Cargo Manifest	Sep 05
DD Form 1387	Military Shipment Label	Jul 99
DD Form 1387-2	Special Handling Data/Certification	Nov 04
*DD Form 1502	Frozen Medical Material Shipment	Apr 02
*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 and Tally Record	Nov 06
DD Form 2130-1	C-5B Load Plan	Sep 98
DD Form 2130-2	C-130 A/B/E/H Load Plan	Sep 98
DD Form 2130-3	C-141B Load Plan	Sep 98
DD Form 2130-6	KC-10A Load Plan (17 Pallets Configuration)	Sep 98
DD Form 2130-7	KC-10A Load Plan (23 Pallets Configuration)	Sep 98
DD Form 2130-8	DC8-50 Series F/CF Load Plan	Sep 98
DD Form 2130-9	DC8-61/71-63/73F/CF Load Plan	Sep 98
DD Form 2130-10	DC8-62CF Load Plan	Sep 98
DD Form 2310-12	B747-100F/200C/200F Load Plan	
DD Form 2130-13	C-17 Load Plan	
DD Form 2130-14	KC-135 Load Plan	Sep 98
DD Form 2130C	Aircraft Load Plan Continuation	Sep 98
*DD Form 2131	Passenger Manifest	Sep 05
DD Form 2133	Joint Airlift Inspection Record	Oct 98
DD Form 2775	Pallet Identifier	Sep 98
SF Form 361	Transportation Discrepancy Report	Mar 84
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 all consumables required to build/block/brace cargo, mail, and baggage including but not limited to 463L pallet plastic covers, Radio Frequency Identification (RFID) tags, warehouse light bulbs, and chocking devices. Additionally, the government will provide gasoline and diesel fuel for the GFE as well as utilities for GFF, water and electricity.

The contractor shall be responsible for safeguarding all government-furnished materials.

APPENDIX C-2**GOVERNMENT FURNISHED EQUIPMENT**

NAME/MODEL	SERIAL NUMBER	STOCK NUMBER	QTY
Aircraft Loader, 60K**	05E28	3930-01-409-0039 CT	1(WRM)
Aircraft Loader, 25K**	94E150	3930-01-260-8182 CT	1 (WRM)
Aircraft Loader, 25K**	94E153	3930-01-260-8182 CT	1 (WRM)
Aircraft Loader, 25K NGSL**	02E00092	3930-01-480-9519	1 (AMC)
Forklift Truck, 4K*	95E590	3930-01-383-2942	1 (AMC)
Forklift Truck, 10K*	92E736	3930-01-087-3105 CT	1 (AMC)
Forklift Truck, 10K*	92E737	3930-01-087-3105 CT	1 (AMC)
Warehouse Tug, 4K	98E129	8854	1 (AMC)
Staircase Truck**	01C00066		1
Staircase Truck**	03W0007		1
Highline, Dock **	89533		1
Highline, Dock, **	1017		1
Highline, Dock, **	1021		1
Roll-on/Roll-off Dock			1
Rollerized Tines			2 sets
Intercomp Scale	27083298		1
Intercomp Scale	27083299		1
Intercomp Scale	27083296		1
Intercomp Scale	27083297		1
RFID Interrogator	ID: T904090080, SN: RET091082		1
RFID Docking Station	904090083		1

Docking Station RFID	904090080	1
Scale, Pallet	419008026232	1
Pallet Stacker		1
Plastic Pallet Covers		60
Plastic Pallet Cover Stand		1
Cargo Net Rack		2
463L Pallet		13
463L Top Nets		13
463L Side Nets		26
MB-1 CHAINS		50
MB-1 DEVICES		50
MB-2 CHAINS		10
MB-2 DEVICES		10
STRAPS		100
463L Standard Couplers		10
463L KC-10 Couplers		4
RFID Tags		13
Metal Dunnage		60
Chemical Symbols (5 per Classification)		25
Bag Tag Printer- Intermec	07600501305	1
Bag Tag Printer- Intermec	07600501311	1
Boarding Pass Printer - Intermec	07600581308	1
Boarding Pass Printer - Intermec	07600501309	1
Scale, Baggage	8808-235	1
Stanchions		6
Walk Thru Metal Detector	C60335	1
Hand Held Metal Detectors	Model# 1000	2
Rapiscan X-ray Machine	70506N01	1
VaporTracer2	10024934462	1
Motorola Battery Maintenance System	D105758	1
APS Ups	BR800BLK	1
Motorola Astro Digital Base	374CDG0049	1
NAME/MODEL	SERIAL NUMBER	STOCK NUMBER
Motorola Base Station	124CFG0387	1
Motorola Base Station	740CZM0262	1
Motorola Battery Charger	1123487484	1
Motorola Battery Charger	1123487482	1
Motorola Battery Charger	1123487480	1
Motorola Battery Charger	1123487492	1
Motorola Battery Charger	1123487477	1
Motorola Battery Charger	1123487475	1
Motorola Battery Charger	1123487476	1
Motorola Hand Held Radio	620AZW0216	1
Motorola Hand Held Radio	620AZW0221	1
Motorola Hand Held Radio	620AZW0217	1
Motorola Hand Held Radio	620AZW0215	1
Motorola Hand Held Radio	620AZW0220	1
Motorola Hand Held Radio	620AZW0218	1
Motorola Hand Held Radio	620AZW0219	1
CPU- Gateway	035374665	1
CPU- Gateway	0035374685	1
CPU- Gateway	0035374669	1
CPU- Gateway	0036374677	1
CPU- Gateway	0035374673	1

CPU- Gateway	0035374663	1
CPU- Gateway	0035374678	1
CPU- Gateway	0035374667	1
CPU- Dell	5PV7J81	1
CPU- HP	0035374679	1
Monitor- Samsung	MJ19H9NL609859F	1
Monitor- Samsung	MJ19H9NL609860	1
Monitor- Samsung	MJ19H9NL609858	1
Monitor- Samsung	MJ19H9NL609863K	1
Monitor- Samsung	MJ19H9NL609864Z	1
Monitor- Planar	AG425A06060	1
Monitor- Planar	AG425A06055	1
Monitor- Planar	AG425A06062	1
Monitor- Dell	CN-0D5428-72201-486-08LS	1
Monitor- Dell	CN-0J6642-71618-57M-AM7S	1
Monitor- Dell	7221DD-G12F-79	1
Monitor- Sharp	690437	1
Monitor- Sharp	689269	1
Keyboard- Dell	CN-OT6867-37172-55O-01CS	1
Keyboard- Gateway	A863871	1
Keyboard- Gateway	A866303	1
Keyboard- Gateway	A868400	1
Keyboard- HP	BC2AC0AGAU818V	1
Keyboard- HP	BC2AC0AGAU8K0U	1
Keyboard- HP	BC2AC0AGAU879K	1
Keyboard- HP	BC2AC0AGAU8HV3	1
Keyboard- HP	BC2AC0AGAU8J2A	1
Keyboard- HP	BC2AC0AGAU8J1U	1
Keyboard- HP	BC2AC0AGAU87AC	1
Laser Printer- Hewlett Packard	USBNJ12668	1
Laser Printer- Hewlett Packard	USNC178036	1
Laser Printer- Hewlett Packard	USNC173400	1
Laser Printer- Hewlett Packard	CN BG014252	1
Laser Printer- Hewlett Packard	CNDXB05802	1
Intermec label printer	3400D3110000	1
Fuji Xerox Copier	282791	1
Fuji Xerox Copier	282795	1
NAME/MODEL	SERIAL NUMBER	STOCK NUMBER
Facsimile, HP	CN4B2CFCQ8	
Facsimile, HP	CN4B2CF2QC	
Water Machine		85907-0082
Lawn Mower, Gas		7461533901E578
Weed Eater, Gas		05284N400161-1
Television, RCA		046450742
Calculator, TI		RCI 19 04 96
Vacuum Cleaner	961350746	
Answering Machine, SW Bell	C0533437	
Refrigerator	BA43004670	
Pager	0006329NM06	
Pager	0006099NM06	
Pager	0006353NM06	
Pager	0006328NM06	
Public Address System		
Passenger Seating/ Passenger Lounge Seats		84
VCR/DVD-JVC	10788954	1

TV 60"- Sony	9739902	1
Tables		3
Chairs-high back (gray)		6
Chairs-low back (gray)		4
Chairs-L-frame (black)		8
Chairs-CEO (black)		2
Table-conference (brown/gray)		2
Chairs (Stool)		2
Couch		1
Storage Cabinets (Metal)		3
Storage Units		11
Storage Lockers		12
File Cabinets		14
Desk/Work station		7
Book Cases		1
Typewriter Table		1
Storage Cabinets		5
Passenger Counters		2
Immigration/Gate Counter		1
Magazine Racks		2
Garbage Containers		5
Buffer Boards, ¾ Inch Plywood		4
Fire Extinguisher		
Facility		Per Base Fire Code
Vehicle, Government		1 each
Building Fire Symbols		4 per classification (16)
Forms		3 month supply
Special Clothing Kit		1
Vehicle DOT Placards		12
Aircraft Fire Symbols		4 per classification (16)
Tool Locker with Tools		1
Wheeled Pry Bar		2
Additional Chairs		11
Wheelchair	00110104010463	1

NOTE: Each contractor personnel will be provided Chemical Warfare Gear.

*** Identifies those items that should they become disabled, notify the COR within 24 hours**

**** Identifies those items that should they become disabled, notify the COR immediately**

The contractor shall accomplish, without prior approval, repairs to equipment other than MHE and Vehicles that cost \$250.00 (parts and labor, not to exceed 50% of the replacement value) or less provided they don't exceed the dollar amount identified/obligated for the reimbursable CLIN for the contract period. Equipment will be turned in for repair within one workday. Repairs that are estimated to exceed \$250.00 or 50% of the replacement value shall be reported to the COR, and the contractor shall follow the COR instructions for repair of the item. All estimates and reimbursements for repairs performed require proof of service required or rendered to include invoices or receipts.

The contractor shall coordinate the redistribution of excess 463L assets and the calibration of portable scales by the government with the COR.

APPENDIX C-3

GOVERNMENT FURNISHED FACILITIES

Bldg Name	Bldg No	Total Area
Air Passenger Terminal	2858	6,897
Air Freight Terminal	2860	6,933
MHE Storage	2881	4,800

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.

The contractor shall allow use of the Air Passenger Terminal, not including contractor offices, by 8th FW for their exercises and deployments.

**GOVERNMENT FURNISHED
JOINT INSPECTOR TRAINING**

Joint Inspector (JI) Training Requirements.

Prior to becoming JI qualified, contractor 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 JI Training Course
- JI qualified personnel shall be thoroughly familiar with the various publications and Technical Orders (T.O.) listed in this appendix. In addition, inspectors shall be knowledgeable of their host base and/or wing's installation deployment plan (IDP).
- As a prerequisite, trainees shall complete as a minimum, the following Air Transportation /Web Based Training (AT/WBT) lessons.

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

After meeting the initial certification qualifications, employee's 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 annual re-certification process, contractor personnel shall:

- Successfully complete all AT/WBT lessons.
- Successfully complete annual classroom refresher training.
- Successfully complete annual evaluations by a government evaluator.

Note: All applicable publications and forms are located in Appendix B of this document.

APPENDIX D-1**WORKLOAD DATA**

Station Workload Estimates. This is historical data and reflect arrivals and departures by aircraft type, passenger, cargo and mail short tons. The contractor shall anticipate that approximately 10% of the stated workload will fall outside normal operating hours.

A/C	Jun-04	Jul	Aug	Sep	Oct	Nov	Dec	Jan-05	Feb	Mar	Apr	May
TYPE												
C-5			2	4				2				
C-9		6										
C-17		3	3	9	2			2				9
C-130	6		4				9					4
C-141			2									
KC10				6							2	2
KC135			4	2				4			6	4
OTHER	4	7	4	8	2	2	16	4	10	8	14	12
MIL												
B-747	1											
DC-8			2									
DC10	1											
L-100	16	19	16	14	4		14	17	16	18	18	17
L1011												
B757												
B767												
OTHER	8	8	6	8	8		8	8	8	10	6	7
COMM												
TOTAL	36	43	43	51	16	2	47	37	34	36	46	55
A/C												
Passenger	578	479	712	809	14	0	411	466	511	391	445	851
Orig	167	211	212	349	11	0	209	276	243	148	278	327
Term	411	265	493	457	3	0	202	190	268	243	156	530
Intransit	0	3	7	3	0	0	0	0	0	0	0	4
Cargo	216	74	211	252	32	31	65	172	50	73	76	188
Orig	28	20	14	78	31	0	14	120	17	25	40	25
Term	167	20	174	169	1	31	49	47	28	31	30	142
Rehandled	21	31	23	5	0	0	2	5	5	0	6	21

Note: Based on FY04 data, Passenger count will decrease by 75% and stay steady at this level due to the elimination of Patriot Express missions as of FY06. \

APPENDIX D-2**LAND BRIDGE DATA**

This is historical data and reflects trucks and number of total short tons.

<u>MONTH</u>	<u>TRUCKS</u>	<u>TONS</u>
January 04	15	27
February 04	23	70
March 04	32	39
April 04	27	25
May 04	25	21
June 04	24	21
July 04	27	32
August 04	28	26
September 04	17	23
October 04	23	38
November 04	21	30
December 04	16	26
January 05	20	34
Total	283	412

Note 1: Tonnage is based on gross weight to include 463L pallet and tie-down equipment.

APPENDIX D-3**BASE EXERCISES AND INSPECTIONS**

The FY05 historical data reflects base exercises and inspections that do not involve aircraft arrivals and departures at Gunsan AB ROK.

Dates	Duration
13-16 December	Base did not request CATO's support
25-28 January	24/7
14-18 February	24/7
6-11 March	24/7
4-8 April	24/7 (ORI)
18-21 July	Base did not request CATO's support

There are occasional joint inspections that are practiced. However, the majority of the exercises practice reception procedures. Aircraft Services, Passenger Service and ATOC provide support for inbound air cargo, inbound air passengers, briefing simulated aircrews, and simulated aircraft control. Cargo/passengers are actually transported/briefed during these exercises.

APPENDIX D-4**BASE EXERCISES AND INSPECTIONS**

This historical data reflects base exercises, inspections, and deployments that do involve aircraft arrivals and departures.

	Month	Type Aircraft (# of each)	JI's Accomplished	Tons	Pax
CY03	January	0	0	0	0
	February	0	0	0	0
	March	0	0	0	0
	April	0	0	0	0
	May	C130 (3) C141 (1)	4	43	38
	June	C5 (1)	1	57	40
	July	KC10 (1)	1	11	62
	August	KC135 (2) C130 (3)	4	26	129
	September	MD11	0	0	226
	October	C130 (5)	5	32	72
	November	0	0	0	0
	December	C130 (1)	0	0	34
CY04	January	0	0	0	0
	February	KC135 (2)	0	0	78
	March	0	0	0	0
	April	0	0	0	0
	May	C141 (1) KC10 (1)	2	25	59
	June	0	0	0	0
	July	C9 (2)	2	6	15
	August	0	0	0	0
	September	0	0	0	0
FY05	October	C17(1)	1	35	11
	Novemb	0(Runway Closed)	0	0	0
	December	C130(4)	2	18	56
	January	C17(1) C5(1)	2	91	77
	February	0	0	0	0
	March	0	0	0	0
	April	KC10(1) KC135(1)	1	17	112

May	C130(2) KC135 (1)	0	134	186
	KC10(1) C17 (4)			
June	C17(1)	0	25	23
July	0	0	0	0

Note 1: Missions above were in support of real world deployments and other missions, which fell under the scope of DTR Part III Chapter 303.

Note 2: This data is also included in the workload data listed in Appendix D-1.

The following have been deleted:

STATEMENT OF WORK - GIMHAE

STATEMENT OF WORK - GUNSAN

(End of Summary of Changes)