MISSION ESSENTIAL CONTRACTOR SERVICES PLAN (MECSP) WORKSHEET

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In accordance with DFARS 252.237-7024, NOTICE OF CONTINUATION OF ESSENTIAL CONTRACTOR SERVICES offerors are required to submit a Mission Essential Contractor Services Plan (MECSP). Part X Business Proposal of the RFP also requires that offerors on the subject procurement complete and submit this MECSP Worksheet.

For each of the below required elements of a MECSP, set forth by DFARS 252.237-7023, offerors must respond with a narrative description of how the proposed MECSP provides the required information. References to the section and page number of the MECSP in which the requirement is addressed must also be provided. If the required information is not included in the proposed MECSP, the response provided in the below worksheet will be considered an addendum to the proposed MECSP. Please attach additional sheets, if more space is required than provided below.

1. Identify provisions made for the acquisition of essential personnel and resources, if necessary, for continuity of operations for up to 30 days or until normal operations can be resumed (DFARS 252.237-7024(b)(1)).

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2. Address challenges associated with maintaining essential contractor services during an extended event, such as a pandemic that occurs in repeated waves (DFARS 252.237-7024(b) (2) (i)).

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3. Address the time lapse associated with the initiation of the acquisition of essential personnel and resources and their actual availability on site (DFARS 252.237-7024(b) (2) (ii)).

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4. Address the components, processes, and requirements for the identification, training, and preparedness of personnel who are capable of relocating to alternate facilities or performing work from home (DFARS 252.237-7024(b) (2) (iii)).

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5. Address any established alert and notification procedures for mobilizing identified ``essential contractor service'' personnel (DFARS 252.237-7024(b) (2) (iv)).

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6. Address the approach for communicating expectations to contractor employees regarding their roles and responsibilities during a crisis (DFARS 252.237-7024(b) (2) (v)).

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