Performance Work Statement (PWS)

for the

Medical Logistics Company (MEDLOGCO)

Warehousing Support Operations (WSO)

1.0. General

1.1. Introduction and Background. The United State Marine Corps deploy Marine Air-Ground Task Forces (MAGTFs) throughout the world. In order to meet operational commitments, the Marine Corps must provide health services to maintain the combat effectiveness of the force and safely stabilize and evacuate casualties from the battlefield. The Marine Corps is required to provide preventive and critical medical and dental care to all of its members. Medical capability sets, known as Authorized Medical Allowance Lists (AMALs), Authorized Dental Allowance Lists (ADALs), and medical kits, satisfy this need by providing Medical Battalions, Dental Battalions, and unit medical personnel with equipment, consumables, and medicine required to treat patients in a field or combat environment. AMALs and ADALs are highly specialized capability sets. Certain AMALs contain equipment and supplies to identify and treat Marines exposed to nuclear and biological agents. Other AMALs/ADALs identify, prevent, and treat exposure to disease vectors or extreme environment conditions. There are currently 17 different types of AMALs/ADALs and 252-300 sets that are controlled, stocked, stored, issued, recovered and maintained by MEDLOGCO, Combat Logistics Regiment 35, 3d Marine Logistics Group (MLG), III Marine Expeditionary Force (MEF).

1.2. Scope of Work and Objective. WSO consists of all measures taken to provide medical logistics, including procurement, storage, issue, inventory and requisition management, resupply, and disposition of materiel required to support medical and dental elements organic to III MEF.

1.2.1. Specifically for the requirement, WSO will be broken down into the following overarching service functions: Storage and Distribution Services and Administrative Support Services. Storage and Distribution services is the main priority as the direct mission output, but Administrative Services demand a higher level of effort due to the complexity of documentation and compliance.

1.2.2. This contract does not authorize the contractor to obligate, commit, or extend government funds. All procurement actions, including ordering supplies, equipment, or services, shall remain solely within the authority of the designated Ordering Officer.

1.3. Period of Performance. The period of performance (PoP) for this requirement is as follows:

Base Year:	13 September 2026 through 12 September 2027
Option Year 1:	13 September 2027 through 12 September 2028
Option Year 2:	13 September 2028 through 12 September 2029
Option Year 3:	13 September 2029 through 12 September 2030
Option Year 4:	13 September 2030 through 12 September 2031

1.3.1. Federal Holidays. The contractor shall not be required to provide services on federal holidays unless the holiday is particularly specified otherwise in this Performance Work Statement (PWS).

Federal Holiday	Occurrence
New Year's Day	1 January*
Martin Luther King Jr.'s Birthday	3rd Monday of January
President's Day	3rd Monday of February
Memorial Day	last Monday of May
Juneteenth	19 June*
Independence Day	4 July*
Labor Day	1st Monday of September
Columbus Day	2nd Monday of October
Veterans Day	11 November*
Thanksgiving Day	4th Thursday of November
Christmas Day	25 December*

*Note: When a federal holiday falls on Sunday, the following Monday will be observed as a holiday by the U.S. Government. When a federal holiday falls on a Saturday, the preceding Friday will be observed as a holiday. In addition to these federal holidays, if the President of the United States issues an executive order closing the federal government, that date shall also be considered a recognized federal holiday (Reference Executive Order 11582 of February 11, 1971, and 5 U.S.C. 5546 and 6103(b) and other similar statues in so far as they relate to the pay and leave of employees of the United States).

1.3.2. Typhoon Conditions. Japan-based military installations close when Tropical Cyclone Conditions of Readiness (TCCOR) 1C is declared by Military Weather Station authorities. The Contractor will be required to depart military bases, remain indoors, and monitor radio/television to determine when the TCCOR changes to TCCOR SW (Storm Watch) or TCCOR AC (All Clear). When TCCOR SW is declared by Military Weather Station authorities, the Contractor shall restart the service within 2 hours. If that occurs after normal business hours, services shall begin the next normal workday at 7:00am. The Contractor is determined as non-essential personnel and not required to provide services during TCCOR 1, 1C, 1E.

2.0. Place of Performance. Work performed under this contract will be conducted at a Government Facility, a warehouse approximately 33,000 square feet in size, currently located at Building 502 on Camp Kinser, Okinawa, Japan.

2.1. Hours of Operation. The Government core business hours are from 07:00 through 16:00 Monday-Friday. The Contractor will not be required to perform extended hours in the execution of this contract.

3.0. Technical Requirements (Description of Work / Tasks)

3.1. General Requirements. All personnel who work on this contract must be able to pass a basic background check required to obtain a Common Access Card (CAC) and consequently access to the Marine Corps Enterprise Network (MCEN). Contractor personnel will be granted access to a government furnished computer. The government requires that personnel hired to support this contract are familiar with the Defense Medical Logistics Standard Support (DMLSS) system and have at least 1 year of supply administration experience. The contractor will provide someone to serve as the primary point of contact for the Contracting Officer's Representative (COR) for questions or concerns in the performance of the contract.

Contractor will ensure all their personnel understand and comply with occupational health, fire and safety regulations. In the event of a health or safety inspection, the contractor will be responsible for having records to show that their personnel are properly trained.

The contractor shall ensure that all employees have the training and/or experience required to sufficiently perform the tasks associated with this service contract. If the contractor is utilizing personnel who do not have any experience then they must document the steps they will take to train new employees to ensure they can sufficiently perform the necessary tasks prior to invoicing them for services delivered.

3.2. Storage and Distribution Services. This service consists of all tasks associated with the proper storage, inventory, and distribution of over 1,800 National Stock Number (NSN) items. This service includes receiving, inspecting, inventorying, storing, safekeeping, packaging, shipping, and disposal of medical supplies and equipment as well as the administrative tasks associated with those functions. **Primary task deliverables include:**

3.2.1. AMAL/ADAL Assembly & Maintenance. Contractor will manage the readiness of ~252-300 AMAL/ADAL sets and the 1,800 NSN items that make up their contents and supporting ancillary equipment. A set of AMAL/ADALs consist of serval configurations of those 1,800 NSN items, in varying quantities. One individual item within an AMAL/ADAL is considered a line item.

- Assemble and maintain ~252-300 AMALs/ADALs in a ready to issue condition and properly stocked based on the type and most current configuration. Based on the type of AMAL/ADAL, a set can consist of as little as one line item or as many as 21,000-line items.
- Marine Corps System Command (MCSC) manages the AMAL/ADAL program and pushes out updated via Medical Logistics Online (MLO). Contractor personnel will be provided with access to the MLO website upon contract award to have access to modifications published by MCSC on AMAL/ADAL configuration, storing and packaging requirements, allowance lists, etc.
- Contractor will ensure modifications are properly applied to all affected AMAL/ADAL sets and that the updated configurations are reflected in DMLSS system, packing lists, storage locations, etc. MCSC level updates trigger modifications, which may result in changing as little as 915 line items across all AMAL/ADAL sets, to as many as 42,000 line items. Modifications vary within scope and size determined by MCSC updates.
- The contractor will ensure the proper replacement, extension, or destruction of shelf life controlled items within the AMAL/ADALs and the storage locations. There are ~100 NSNs that have shelf-life controls. The government assumes all financial responsibility for all destruction or replacements of shelf life controlled items.
- Complete Pre-Limited Technical Inspections (LTI) prior to issuing out an AMAL/ADAL. (~40 per year), Post-LTI after an AMAL/ADAL is returned (~40 per year), and an annual quality checks on any AMAL/ADAL block which was not issued out during the year (~250 per year).
- Complete asset reviews (~280 per year), which consist of restoring sets after the completion of a Post-LTI or the replacement, destruction, or transfer of line items as a result of MCSC configurations updates or shelf life requirements (~946,000 line items per year).This requirement encapsulates both the physical handing of material and DMLSS data processing to valid inventory levels.

3.2.2. Warehousing. The warehouse has storage locations for the approximately 1,800 NSNs (~2,500,000 total line items) that make up the AMAL/ADAL sets and their ancillary material (often referred to as SL3). Contractor must comply with requirements specified within MLO and governing policies, orders and directives.

- The contractor will ensure storing and packaging practices comply with fire and safety regulations. Inventory and materials must be stored in accordance with storage space requirements as specified in MLO based on weight, cube, hazardous classification codes and clearance factors. The contractor may propose, in writing, changes to the warehouse layout to the COR. Proposals must include a detailed justification analyzing the impact on workflow efficiency, safety, and compliance with all governing storage regulations. No changes to the warehouse configuration shall be implemented without the prior written approval of the COR.
- Complete cyclic and annual inventories at a minimum once per year. Complete spot inventories as needed determined by the government.
- Operate material handling equipment such as forklifts, personal conveyance vehicles, and bulk or small parts conveyor systems used in warehousing operations. Contractor will provide at a minimum of 5 commercially licensed forklift operators (4,000lbs diesel and 2,600 lbs. electric) to ensure uninterrupted support to warehousing operations.

3.3. Administrative Support Services. This service consists of those administrative functions that are necessary and directly support Storage and Distribution Services. Personnel performing administrative support services shall be proficient in the use of the Microsoft Office suite, including, at a minimum, Word, Excel, and Outlook. **Primary task deliverables include**

3.3.1. Order Management. In support of 1,800 NSNs, MEDLOGCO process approximately 3,000 requisitions per year. Contractor will complete those administrative functions that ensure requisitions are properly managed from the point the government places an order to the point the order is received by the government.

- Following up on the status of due in items within DMLSS by reaching out to the sources of supply and taking appropriate actions in the event of cancelation, delays, lost shipments, etc. (following up on ~300 requisitions weekly)
- Manage cancelations to the point funds are de-commit.
- Processing lost shipments to the point of enabling the government to reorder (~10 requisitions per year).
- Occasionally, during reconciliations, it will be discovered that an NSN has been cancelled. Contractor will communicate with MCSC to find out what the replacement NSN is for that item.

3.3.2. Fiscal Reports Validation and Audit Compliance. Consists of monitoring, correcting, and validation transactions from the point of purchasing, primarily through DMLSS, to the point of liquidation by validating purchasing and receiving activities, which are properly reflected in the current system.

- Work fiscal reports to ensure all transactions are properly processing through the Commitment, Obligation, Expense, Liquidation (COEL) cycle.
- Complete monthly Key Performance Indicator (KPI) report validations (~200 line items per month).
- Complete Dormant Account Review – Quarterly (DAR-Q) validations and corrective actions (~10 line items per quarter)
- This service requires personnel with Microsoft Office suite experience due to the number of reports they will be working with and using to reconcile financial records, many of which are Microsoft Excel based.
- Maintain and prepare necessary supply documentations to support administrative functions relating to audit compliance.
- Provide weekly financial status reports to the COR to provide the status of where financial resources are in the COEL cycle. At a minimum, this report shall be delivered weekly in Microsoft Excel format and shall detail the status of all financial transactions within the COEL cycle. A sample format will be provided as an attachment to the solicitation

  NOTE: The contractor does not have the authority to order medications or other items. The contractor is responsible for preparing order data, monitoring material shortfalls and providing material lists for procurement. All ordering authority remains with the Government

3.3.3. Records Management. Contractor will ensure electronic records accurately reflect warehouse data and the information from warehouse management feeder systems (i.e. DMLSS, MLO, etc.).

- Update the DMLSS catalog through researching and sourcing new or substitute items for cancelled NSNs or non-NSN items.
- Ensure DMLSS reflects the latest information from MLO (i.e. configurations, SL3 requirements, shelf life, storage requirements, etc.). Then coordinate with warehousing personnel to ensure changes and updates reflect in the warehouse.
- Ensure Inventory Stock Levels (ISL), the quantity of an NSN within an AMAL/ADAL set are properly reflected in DMLSS based on the appropriate Monthly Allowance Standard Updates from MCSC.

3.3.4. Account Access Management. Some systems required for performance under this contract have requirements for account managers. Contractor will ensure they have someone who will manage required access for their personnel. A list of systems and websites is included in paragraph 3.4.1.

3.4. Systems Access and Training. Performance under this contract will require access and understanding of serval systems for task completion. The contractor will have 30 days from the day of obtaining CAC access to gain access to required systems and to complete online training material.

3.4.1. Systems. Below is a list of current systems and sites that will be necessary for task completion. Systems may change periodically as the enterprise updates systems. However, in the event of system change, the government will provide the contractor with adequate time to gain access and training to the new systems. The government retains

absolute ownership of all data and systems. The Contractor will operate in data preparatory capacity for all systems and maintain training compliance for system access for specific tasks outlined in their performance work statement.

- DMLSS
- DAI
- DAR-Q
- Product Data Reporting and Evaluation Program (PDREP)
- Medical Logistics Online (MLO)
- Defense Health administration (DHA)
- Defense Logistics Agency Electronic Turn-in Documents
- LogiCole

3.4.2. Training. The contractor is required to ensure they have personnel properly training to accomplish all required tasks under this contract. Upon receiving a reward, the Government will provide a list of recommended online training material, per service function, which contractor personnel can complete to gain understanding of the systems they will be working with in performance of this contract.

4.0. Delivery or Deliverables

Number	Title	Applicable PWS Paragraphs
1	Storage and Distribution Services	3.2
2	Administrative Support Services	3.3
3	Financial Status Reports	3.3.2
4	System Access and Training	3.4

5.0. Applicable Documents / Governing References. In addition to requirements of regulations and policies applicable to this contract/order by virtue of clauses contained herein, the contractor shall, in the performance of this contract/order, also comply with all references applicable to the specific tasks of this Performance Work Statement, as listed below, including any amendments or subsequent issuance.

Reference	Location
Japan Environment Governing Standards (JEGS)	https://www.usfj.mil/Resources/JEGS/
Industrial Safety and Health Law	https://www.mhlw.go.jp/
Marine Corps Order 5100.29B	https://www.marines.mil/news/Pages/UnitDirectory .aspx
Marine Corps Base Order P11320.1	Available upon request
NAVMC Directive 5100.8	https://www.marines.mil/news/Pages/UnitDirectory .aspx
OPNAVIST 5100.33G	https://www.doni.daps.dla.mil/asllinstructions.aspx
National Fire Protection Association (NFPA)	http://www.nfpa.org
United Facilities Criteria (UFC) 3-600-01	http://www.wbdg.org/ccb/DOD/UFC/ufc_3_600_01.pdf
United States 29 CFR 1910 standards	http://www.osha.org
United States 29 CFR 1926 standards	http://www.osha.org
DoD 7000.14R	http://www.comptroller.defense.gov/fmr/
Department of Defense DoD Directive 5500.37	http://www.gov/dodgc/defense_ethics/
DoD 5500.7-R	http://www.gov/dodgc/defense_ethics/
Hazardous material Safety Data Sheet (SDS)	https://www.usmc.hmms.dla.mil/ https://www.sds.hach.com/private/search.aspx https://www.regdocs.bd.com/regdocs/sdsSearch
BUMED 6710.70A	https://www.med.navy.mil/Directives

6.0. Government Furnished Facilities, Equipment, Services and/or Information. Government property identified herein, or by attachment, is subject to the requirements of FAR and DFARS part 45, pursuant to the enumerated property clauses incorporated in this contract/order.

6.1. The government shall provide the facilities, limited equipment, selected materials, and services as listed in this section. The Government reserves the right to change government furnished equipment and materials as dictated by advancements in technologies, changes in regulations and market conditions, or portable equipment becomes non-sustainable or obsolete.

6.2. The government will provide computer workstations for each employee, and one 4,000 pound diesel forklift, three 2,600 pound electric forklifts, desks and chairs for the Contractor's performance. Contractor personnel must have a commercial forklift license to qualify and operate Government forklifts. The Contractor shall be responsible for ensuring all personnel operating equipment have the proper commercial certifications, licenses, and qualifications required.

6.3. Spill Response kits. The government will supply an adequate number of spill kits to address the maximum volume and type of material which could potentially spill with a given area. Spill kits will be stationed at hazardous material storage area, hazardous waste accumulation point, and a mobile spill response kit will be available for use in any other area. The Contractor shall notify the COR when spill kits need to be replenished as well as each time a kit is used.

6.4. Telephone and Network. The Contractor will be given access to a telephone and with long-distance phone service provided for business purposes (to include calls to their corporate offices as necessary or by another equivalent means), a network logon to the MCEN providing internet connection and an e-mail account(s) for the business purpose only.

6.5. To facilitate the performance of required services, the Government will provide the Contractor with on-site access to necessary Government facilities and equipment. The Contractor shall ensure its personnel exercise prudent care in the operation and use of any Government equipment during the period of performance. Upon contract completion, the Contractor access will cease, and the equipment shall be left in a condition reflecting normal wear and tear. Title and ownership of all facilities and equipment shall remain with the U.S. Government at all times.

7.0. Special Instructions and Administrative Information

7.1. Non-Personal Services. This is a non-personal service, performance-based contract. The contractor bears responsibility to manage its employees and guard against any actions that could be characterized as personal services as defined in FAR 37.104, or which convey the perception that personal services are being delivered. No provisions are implied nor provided in this contract for any benefits such as medical care, retirement, or worker's compensation, other than those incorporated through enumerated clauses.

7.2. Identification of Contractor Personnel and Equipment. In accordance with DFARS 211.106, contractor personnel performing non-personal services on DoD installations or other government facilities shall ensure that they are readily identifiable as contractor employees (including subcontractors and consultants). All contractor employees shall always comply with the following:

7.2.1. Telephone Identification. Identify themselves as contractor personnel at the onset of every telephone call made from a government telephone or any phone if the call is made in support of Government-related requirements and activities.

7.2.2. Recorded Messages. Identify themselves as contractor personnel in all recorded messages including those, which are heard by callers attempting to contact contractor employees via answering machines or voicemail.

7.2.3. Meetings, Conferences and Events. Identify themselves as contractor personnel at the onset of every meeting, conference or any other gathering attended in support of any Government related requirements or activities.

7.2.4. Correspondence. Identify themselves as contractor personnel on any correspondence, documents, or reports accomplished or sent in support of any service provision to the Government, including, but not limited to, correspondence sent via the U.S. Mail, facsimile, or electronic mail (email) inclusive of out-of-office replies.

7.2.5. Personal and Corporate Identification. Wear or display contractor provided nametags, badges or attire which display, at a minimum, the name of the contractor and their respective company.

7.3. Designated Third Country Nationals (DTCN). Persons from certain countries are considered DTCN and are generally restricted from entering Marine Corps Bases Japan (MCBJ) Camps, Air Stations, or facilities. A listing of DTCN countries and other related information regarding this policy can be found in USFJ Instruction 31-204 (Designated Third Country Nationals), which can be made available upon request.

7.4. Exemption from Japanese Taxes. Pursuant to the U.S. – Japan Status of Forces Agreement and the Joint Committee, the governments of the United States and Japan have agreed that the procurement in Japan of materials, supplies, equipment and services for official purposes may be except from certain Japanese taxes. When incorporated, paragraph c. of the clause FAR 52.229-6, " TAXES – FOREIGN FIXED PRICE CONTRACTS" and/or DFARS 225.229-7001 'TAX RELIEF' stipulate that contract/order pricing shall not include the Consumption Tax. Submission of, and/or incorporation into the contract of, your offer, certifies that pricing does not contain any cost related to the Consumption Tax. Questions concerning this matter should be directed to your local Japanese Tax Office.

7.5. Subcontract Management. The contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible for and accountable for subcontractor's performance on this requirement. The prime contractor will manage work distribution to ensure there are no Organizational Conflict of Interest (OCI) considerations. Contractors may add subcontractors to their team after notification to the Procuring Contracting Officer (PCO) or Contracting Officer Representative (COR). Cross teaming may or may not be permitted.

7.6. Mission Essential Personnel / Tasks. Unless specified otherwise in this Performance Work Statement, contractors supporting this contract/order are <u>not</u> considered "Mission Essential" personnel (as defined in DFARS 237.76) who would be required during crisis or emergency operations.

7.7. Security. The Contractor shall coordinate and ensure the provision of security badges required to allow Contractor personnel access to designated workspaces; the Contractor shall comply with all applicable security requirements, abide by direction given by Military Police or other security personnel, and adhere to installation traffic laws.

7.8. Hazardous Materials and Safety. The Contractor shall comply with all safety regulatory guidance including those as detailed in appropriate occupational Safety and Health Administration (OSHA) and Environmental protection Agency (EPA) instructions; the contractor shall be responsible for the safety and accountability of all its employees; the contractor shall provide personal protective equipment (PPE) for team members. Team members shall report for duty with all personal protective equipment common to the specialty of work they are expected to perform such as but not limited to; safety glasses (both prescription and non-prescription), Safety Shoes, Face shields (welding), Face shields (protective), and foul weather gear. The Contractor will handle potentially hazardous material to include flammable material, corrosive material, acidic material, and compressed gas. Spill response roles will be assigned in conjunction with government personnel in the case of hazardous spills. The Contractor and its subcontractors shall comply with all applicable laws, including Public Law 91-596 *(Occupational Safety and Health Administration (OSHA)*) and DoD Directive 4715.1E*, Environmental, Safety, and Occupational Health (ESOH)*. Contractor personnel performing services on DOD installations shall participate in local Voluntary Protection Programs (VPP). Information on the VPP is available at http://www.osha.gov/dscp/vpp/indec.html.

7.8.1. Contractor will report all safety related incidents to shop supervisor within an hour of occurrence.

7.9. Installation Access and Personnel Credentialing

7.9.1. Motor Vehicles. Vehicle licensing, registration, and insurance requirements must all be conducted in accordance with host nation law, USFJ Instruction 31-205, and applicable local installation policies.

7.9.1.2. Road Laws. All personnel operating motor vehicles under this contract/order are subject to U.S. military installation regulations and Japanese Road Laws. Failure of the contractor, its employees, or its sub-contractors, to comply may result in revocation of driving privileges or other legal action.

7.9.1.3. Vehicle Disposal. Personnel protected under the Status of Forces Agreement (SOFA) are required by regulation to properly dispose of vehicles prior to departure from Japan. For individuals performing under this contract, the contractor may be held financially liable for vehicles abandoned, or vehicles not disposed of properly, in accordance with vehicle regulations as agreed with the Government of Japan.

7.9.2. Personnel Access/ Credentialing. Access to local installations is inherently required to accomplish specified tasks under this contract/order. The contractor shall therefore ensure all necessary actions are taken to obtain such access by its personnel in order to affect access in accordance with the requirements of the PWS and PoP. Failure to complete such actions in a timely manner, some of which may occur prior to the PoP or individual mobilization/relocation to the place of performance, shall not constitute excusable delay. Upon request, the Contracting Officer will provide a "check-in" sheet that summarizes required actions. ~~Travel costs shall be included in the firm-fixed price for onsite calibration work under paragraph 3.3 of this PWS.~~

7.9.2.1. Common Access Cards (CAC). Provided the clause 52.204-9 is incorporated, personnel performing on this contract/order may require a CAC. Pursuant to FAR 52.204-9, the CAC is DoD's Personal Identity Verification (PIV) system; DoD procedures for CAC issuance are applicable and incorporated herein, as governed by DODI/M series 1000.13, DODI 5200.46, and other regulations. All personnel to be issued CAC must meet eligibility and suitability criteria as specified in the references; accordingly, the vetting procedures and required personnel actions may often begin well before the contract/order PoP. The contractor and its employees and/or subcontractors are expected to take timely action and suitability to obtain CACs within 30 days of start of PoP. Extensions beyond 30 days may be granted by the COR, and any resultant access issues from non-compliance shall not constitute excusable delay.

7.9.2.2. Base Passes and/or Defense Biometrics Identification System (DBIDS) Cards. Personnel that do not qualify for CAC require an alternate credential for installation access, as governed by Marine Corps Installation Pacific Order 5512.2, which can be provided upon request. The process to request access requires approval from the Contracting Officer in an access request letter.

7.9.2.3. Return and/or Disposal of Access Credentials. The contractor's employees shall return to the applicable issuing office all base passes, DBIDS cards, and/or CAC, immediately upon termination of employment of completion of this contract and certification or receipt shall be obtained and submitted to the Contracting Officer. The Contractor shall submit a listing of employees terminated under this contract to the Contracting Officer within seven (7) days of the effective date of termination.

7.9.2.4. Status of Forces Agreement. Possession of a CAC or other credentials does not, alone, determine the legal status of personnel performing under this contract. Additionally, unless specifically identified on the CAC, the credential does not necessarily authorize logistical support privileges such as commissary/exchange access. The individual status of personnel performing under this contract, and the privileges authorized, are governed in accordance with United States Force Japan Instruction (predominately USFJI 64-100), applicable credentialing regulations, and the information prescribed via DFARS clauses regarding Contractor Personnel in Japan, as contained herein.

7.10. Privacy Act. Pursuant to FAR clause 52.224-3, incorporated, DoD requires agency-specific Privacy Act training as prescribed in DODM 5400.11-R. DODM 5400.11-R also prescribes required actions regarding information and privacy, which are applicable to the contractor and its personnel performing under this contract/order. The regulation may subject the contractor and/or contractor's personnel to criminal liability under Title 18, Section 793 and 7908 of the United States Code.

7.11. Classified Information. Any classified work products shall be handled in accordance with DoD Instruction 5220.22-M. The contractor's procedures for protecting against unauthorized disclosure of information will not require DoD employees or members of the Armed Forces to relinquish control of their work, whether classified or not, to the contractor. The contractor may also have access to, and be required to safeguard, for Controlled

Unclassified Information (CUI)" and cite DoDI 5200.48 (Controlled Unclassified Information) and 32 CFR Part 2002 as governing references

7.12. Key Control. The Contractor shall establish and implement methods of ensuring that all keys issued to the Contractor by the government are not lost or misplaced and are not used by unauthorized persons. The Contractor shall report lost keys to the COR. The Contractor shall not duplicate any keys. It is also the responsibility of the Contractor to prohibit the opening of locked areas by the Contractor's employees to permit entrance of persons other than Contractor's employees engaged in the performance of assigned work in those areas. In the event keys are lost of unauthorized duplication occurs through the fault of the Contractor employee, the Government may, at its option, require the Contractor to replace keys, reimburse the government for replacement of locks, or re-key because of Contractor losing keys. In the event a master key is lost or duplicated, the Contractor shall replace all locks and keys for that system, and the total cost will be deducted from the monthly payment.

7.13. Travel. There are no reimbursable travel expenses as part of this contract.

7.14. Quality Control and Quality Assurance. In accordance with FAR part 46, and the respective enumerated clauses incorporated in this contract/order, the contactor is reminded that the government may conduct Quality Assurance actions, inspect the Contractor's Quality Control Plan and records, and take remedial actions as necessary, at any time through the duration of this contract/order. The Contractor shall submit draft Quality Control Plan within 15 days of award for COR approval.

7.15. Performance Requirements Summary (PRS).

Task	Performance Objective	PWS Ref.	Performance Standard	AQL	Method	Incentive
AMAL/ADAL Assembly & Maintenance	AMALs and ADALs are properly configured and in a ready to issue condition	3.2.1	AMALs and ADALs configuration shall be completed on schedule	All AMAL/ADAL configurations are 99.5% accurate, with zero discrepancies permitted for critical life-saving items as defined by the COR	Random Sampling	CPARS Report (Positive or Negative)
Warehousing	AMAL/ADAL and associated line items are properly and accurately stored.	3.2.2	Provide warehouse operations for issuance and receipt to customers.	95% accuracy of the storage of all line items, AMAL, ADAL and SL3/	Random Sampling	CPARS Report (Positive or Negative)
Order Management	Contractor will properly manage line-item orders to ensure timely support to AMAL/ADAL requirements.	3.3.1	Contractor shall provide the weekly status of all due ins to the Government	95% of all due ins reflect the up-to-date status	Periodic Inspections	CPARS Report (Positive or Negative)
Fiscal Reports Validation and Audit Compliance	Fiscal actions are properly managed through the COEL cycle	3.3.2	Monthly and Quarterly reports / validations	Reports are accurate and submitted on time 90% of the time.	Periodic Inspections	CPARS Report (Positive or Negative)

			are completed on time			
Records Management	Contractor will ensure warehousing actions reflect the most current standards	3.3.3	Contractor shall verify stock records on DMLSS using MLO for accuracy.	95% of DMLSS and MLO stock records are matched.	Periodic Inspections	CPARS Report (Positive or Negative)
Account Access Management	Contractor personnel will have system necessary to perform contract tasks.	3.3.4	Contractor personnel can access systems to perform contract tasks.	Uninterrupted access to maintain 95% of the PoP.	Periodic Inspections	CPARS Report (Positive or Negative)

End Performance Work Statement