TECHNICAL
REQUIREMENTS DOCUMENT
(TRD)
For
LANDING GEAR
COLLABORATIVE SUPPLY CHAIN INTEGRATION 2
(LG-CSCI2)

Date

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1.0 CONTRACT OBJECTIVES

Achieve and maintain at least 95% On Time Delivery (OTD) for Defense Logistics Agency (DLA) managed consumable parts, and 90% OTD for United States Air Force (USAF) managed parts. In addition; right size Production Lead Times (PLTs), improve purchasing behaviors to better leverage the 417th Supply Chain Management Squadron (SCMS) buying power, and improve and expand the current manufacturing base. The contractor will be given a minimum of 90 days to ramp up to full contract support, regardless of the award date.

2.0 SCOPE

Fulfill requirements of the USAF and Foreign Military Sales (FMS) programs in support of Department of Defense (DoD) customers worldwide by providing engineering oversight, end-to-end supply chain management, quality oversight, and procurement of DLA Landing Gear consumables and USAF managed Depot Level Reparable parts. This scope encompasses all competitive landing gear spare parts managed by the 417th SCMS. The Total Evaluated Price (TEP) Worksheet (RFP Attachment 1) contains all items deemed to be within the scope of this effort. All work shall be accomplished in accordance with (IAW) the requirements specified in the contract.

3.0 SUMMARY OF NEED

Spare parts availability is a vital component of warfighter support, and the current approach for purchasing competitive landing gear spare parts must be improved upon. In order to properly support the 417th SCMS, the contractor shall establish the necessary relationships with sub vendors within the supply chain to ensure efficient production, quality oversight, and on-time delivery of parts.

4.0 PROGRAM MANAGEMENT

4.1 Manufacturing Oversight

The contractor shall oversee the manufacturing process for all items to ensure smooth flow of logistics functions, proper processes, and quality control practices are being utilized. The contractor shall be responsible for ensuring effective management of LG-CSCI2 program by providing the oversight and expertise necessary to achieve and maintain 90% Air Force Managed DLRs, and 95% OTD for DLA consumables.

4.2 Program Requests

The contractor shall ensure all program related requests from the Government are acknowledged and acted upon within 36 hours. Urgent requests will require immediate acknowledgment and estimated completion date (generally within one workday). This shall be accomplished in writing by or through the designated focal point. (CDRL A001)

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4.3 Ordering Procedures

4.3.1 AF Managed:

In order to improve purchasing behaviors and allow the contractor to leverage the Government's buying power more effectively, the 417th SCMS will provide a forecast to the contractor twice a year (June and December), that will represent the squadron's semi-annual buy requirement. This requirement will be purchased twice a year, issuing all of the buy cycle orders concurrently, approximately 30 calendar days following the approved funding.

4.3.2 DLA Managed:

DLA shall issue delivery orders to the awardee for the supplies listed in the Schedule B (TEP Worksheet) of the solicitation. The Defense Logistics Agency Weapons Support, located in Richmond, VA, in conjunction with Defense Logistics Agency Weapons Support at Hill Air Force Base will administer the basic contract and orders.

The following Electronic Data Interchange (EDI) transactions are required for the purpose of transmitting Delivery Orders (DOs) and tracking performance:

- 850 Purchase/Delivery Order
- 856 Shipment Notice Manifest
- 997 Functional Acknowledgement

4.3.2.1 Basic Requirements

The contractor shall provide logistics support for the National Stock Number (NSN)s listed in the attached schedules. DO will be issued using EDI or manually on a DD Form 1155. The obligations of the parties and terms of this contract will remain in effect for any DO that remains open after the expiration of the final ordering period.

Business Systems Modernization (BSM)/Enterprise Business System (EBS)

EBS contract numbers begin with "SPE" (first three digits of DODAAC). EBS awards are posted to DLA Internet Bid Board System (DIBBS). The contractor must register in DIBBS in order to receive email notification of awards (https://www.dibbs.bsm.dla.mil).

Each NSN/part number included in this solicitation, and subsequent award, will be assigned individual CLIN numbers. EBS delivery orders will be issued using SPE in the first three positions of the contract number/delivery order number.

Place of Delivery

The contractor shall deliver directly to the DLA distribution depot as designated on each DO. The FOB and Inspection/Acceptance designation (Origin or Destination) will be specified on each delivery order.

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Early and/or Partial Shipments

The contractor is authorized to deliver partial quantity shipments and/or early shipments provided there is no additional cost to the Government. This statement does not apply to Government requested expedites where an additional fee may apply.

4.4 Forecast Snapshot

For AF managed items, approximately two months prior to the bi-annual DOs, the contractor will be provided with a "snapshot" of the semi-annual buy requirement which is an estimate that is expected to be used for planning purposes leading up to DOs. DLA consumable forecast will be shared on a monthly basis. Upon receipt of the DO, the contractor shall immediately act on forging requirements by coordinating with the corresponding subcontractors to ensure the proper billets/ingots are identified. The contractor shall purchase raw material directly from the mills or distributors for any parts that require forgings or outside processing and ensure that the raw material is properly distributed to the first subcontractor in the supply chain. The contractor shall oversee the parts through the entire manufacturing process from start to finish (from purchase of material to final delivery to the Government). The contractor shall maintain clear and open lines of communication with subcontractors throughout the manufacturing process to ensure maximum efficiency.

4.4.1 PLT Updates

Annually the contractor will have the ability to reassess their proposed PLT for application to future orders. In the event of an updated PLT, the contractor must indicate the reason for the PLT change along with documentation from the sub-vendor that is driving the change in PLT. PLT changes will not be accepted on existing/open delivery orders i.e. PLT updates will not be used for current delivery order justifications. PLT Changes will require approval from the CO.

4.5 Program Manager (PM)

The contractor shall provide a full-time PM who shall be responsible for the performance and OTD of all work required by this contract. The PM shall have the experience and expertise to understand, communicate, and manage the terms of this contract, and have full authority to obligate the contractor on all matters relating to the execution of this contract. The Government will provide the contractor with data in the form of historical demands, historical/future program (flying hours & repair schedule), replacement rates, inventory posture, condemnation rates, and buy & repair forecasts. The PM shall utilize this information to identify forecast errors, or discrepancies and work with the Government PM to ensure parts are delivered within the proposed PLTs. The PM shall have expert knowledge of Government and commercial supply chain management, landing gear manufacturing processes, and Federal Acquisition Regulations (FAR). The PM shall ensure smooth and efficient operations and shall participate in Program Management Reviews (PMRs) and feedback sessions. Formal PMRs shall be conducted at least twice annually. PMR agenda and charts will be prepared by the PM and coordinated with the

USAF IAW CDRL A002 no later than fourteen (14) days prior to PMR. The PMR must address any program risks that have been identified and avenues for mitigation. PMRs and feedback sessions will be conducted in a manner conducive to all parties and may, over time, be adjusted in intervals as required, to ensure all objectives are met. The PM or an alternate shall be available Mon-Fri 40 hours a week, between the hours of 6:00 am and 5:00 pm (8 hours per day), with the exception of Federal Government Holidays and base closures. In the event of employee turnover for this position, the contractor shall ensure an alternate Point of Contact (POC) is identified until the new PM position is filled. The contractor shall fill and identify the position to the Government within three (3) weeks, regardless of base access. Ad hoc meetings IAW CDRL A003 will be held via telecom when necessary and mutually agreed upon to address issues related to Production and any Program Action Items. The PM will be responsible for providing minutes/action items for any meeting within seven (7) days after the meeting. All action items shall be tracked until closure or resolution.

4.6 Enterprise Resource Planning (ERP) System

To enhance transparency and oversight, the contractor shall implement a robust ERP or SCM type system that grants the Government real-time access from a computer connection to the Government network to all program documents and relevant quality management system data. At the conclusion of the contract, the database content shall be delivered to the Government. This system shall provide comprehensive visibility into the landing gear program, encompassing:

4.6.1 Manufacturing Tracking Data

Audit trails for the manufacture of all parts must be maintained for all components procured in support of this contract and must include all certifications and historical data tracking of all materials, processes, sources, first article inspection, etc. used in the manufacture of each part. The contractor shall create and maintain a database with Government access to track processes, history and metrics by part number, NSN, and serial number. All data must be fully searchable without requiring a manual review of data including all materials, processing, etc. applicable to each part, with hyperlinking from the search results to the digital copy of the associated certificate.

4.6.2 Procurement Activities

Real-time access to purchasing information, enabling the United States Government (USG) to track material acquisition (including forgings, and raw material), vendor performance, and potential supply chain risks.

4.6.3 Technical Data Management

A centralized repository for all technical data, including drawings, specifications, delivery orders, Contract Line-Item Number (CLIN) and NSN/Part number data, packaging requirements, approved variances and engineering change orders, ensuring the USG has access to the latest revisions and configurations.

4.6.4 Inspection Data Access

Capability of product inspection activities to include complete access to all relevant delivery order documents, manufacturing plans, export table capability, certificate files and any files relevant to show how the materials were purchased, and the product was manufactured; to include all manufacturing travelers, material certs, outside process certs, product photos, and any other relevant data. It must also allow a means for Defense Contract Management Agency (DCMA) to approve orders within the system prior to Wide Area Workflow (WAWF) submission.

4.6.5 Subcontractor Performance Monitoring

A dedicated subcontractor database with a comprehensive rating system, providing the USG with insights into subcontractor performance history, audits, inspections, certifications (AS9100, ISO, NADCAP, etc..), quality metrics, and compliance status.

4.6.6 AF Managed Parts Tracking

Provide a manufacturing tracking schedule for all AF managed parts identified in the TEP worksheet (RFP Attachment 1). The schedule must detail the steps in the process required to complete the manufacture of the part and provide real time status for where the part is in the order process.

4.6.7 Forging Die Condition and Location

Upon award of the contract IAW para. 5.6 of this TRD, the contractor shall locate and determine the condition of all forging dies. The location and condition shall be proactively monitored to ensure that die refurbishments do not create delays in the ordering process. Delays due to die refurbishment will not be considered cause for OTD metric relief.

4.7 Quality Assurance Data

Regular tracking and reporting on key quality metrics with real-time access to inspection results, non-conformance reports, and corrective actions, allowing the USG to monitor quality performance, identify trends, and assess the effectiveness of corrective measures. (CDRL A004)

4.8 Surge Support

Routine, Mission Impaired Capability Awaiting Parts (MICAP), Surge, and Essential DoD contractor services: The contractor shall be responsible for returning serviceable assets in the time set forth in this contract. When surge requirements are known prior to the contract year, they will be included in the forecasted calculations provided to the contractor. USAF shall notify the contractor when a surge is expected. When surge requirements are not known prior to funding the contract year or the Government requires an asset for coverage of a MICAP requirement, or to pre-populate/pre-position stock in order to urgently improve readiness, the

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Contractor agrees to enter into negotiations with the Government to expedite delivery of the needed asset(s).

5.0 SUPPLY CHAIN MANAGEMENT

The contractor shall be responsible for overseeing and improving supply chain by: identifying and relieving bottlenecks, ensuring appropriate material provisioning for forgings, collaborating with the Government on forecast requirements, and ensuring outside process constraints are minimized. Supply chain bottlenecks will not be considered for metric relief. In instances where a single source or "no-bid" arises within the supplier base, the contractor is responsible for qualifying developing a solution to these bottlenecks.

5.1 Obsolescence/Diminishing Manufacturing Source/Material Shortage (DMSMS)

The contractor is responsible for monitoring and managing the loss, or the impending loss, of manufacturers or suppliers of components, assemblies, or materials required to satisfy the requirements of this contract. Within [120] days of contract award, the contractor shall develop and submit a comprehensive Obsolescence/DMSMS Management Plan to the Government for review and approval.

5.1.1 The DMSMS Management Plan shall, at a minimum, address the following elements:

a) **Supply Chain Monitoring and Compliance:** A detailed methodology for monitoring the capabilities of the supply base and ensuring that subcontracted processes comply with applicable engineering and environmental standards (e.g., 417th Engineering and Environmental standards, or equivalent). This section must outline the specific criteria used for supplier selection and ongoing performance evaluation.

b) **Communication Protocol:** A clearly defined communication protocol for promptly informing the USAF of potential or actual obsolescence/DMSMS problems affecting contract deliverables. This must include escalation procedures, designated points of contact, and response timeframes.

c) **Risk Assessment Methodology:** A detailed methodology for identifying and prioritizing National Item Identification Numbers (NIINs) at the highest risk of obsolescence. This section must describe the data sources, analytical tools, and risk scoring system to be used.

d) **Solution Planning Approach:** A detailed approach for resolving obsolescence / DMSMS problems, including prioritization criteria (e.g. impact to mission, cost, availability, lead time), mitigation strategies (e.g. last time buys, alternative sourcing,

redesign), and decision-making processes. The plan should incorporate a cost-benefit analysis framework for evaluating mitigation options.

e) **Innovation and Efficiency:** A process for identifying and inserting new processes, technologies, materials, etc., into the supply chain to improve production efficiency or reduce costs. The plan should describe how the contractor will actively seek and evaluate innovative solutions.

f) **Predictive Analysis Methodology:** A methodology for predicting, analyzing, and developing solution plans for future DMSMS issues. This section should detail the use of industry databases, predictive analysis tools, or supplier relationships for forecasting obsolescence trends.

g) **Source Development Approach:** A process for developing additional sources of supply when single-source dependencies exist, including specification-controlled parts. This should include supplier qualification procedures, quality assurance requirements, and risk mitigation strategies for new suppliers.

h) **Data Management:** A description of the system to be used to capture DMSMS activities and solutions.

5.1.2 DMSMS Management Plan Implementation:

a) Following Government approval of the DMSMS Management Plan, the contractor shall fully implement the plan throughout the contract period.

b) The contractor shall maintain records of all DMSMS-related activities, including risk assessments, mitigation strategies, and cost-benefit analyses.

5.1.3 DMSMS Alerts:

a) Process Government Industry Data Exchange Program (GIDEP) (www.gidep.org) DMSMS Alerts and Service DMSMS Alerts according to the approved DMSMS Management Plan.

b) Establish a system for tracking and responding to DMSMS alerts, including documentation of actions taken.

5.1.4 DMSMS Reporting:

a) Provide regular DMSMS reports to the Government. (CDRL A005)

b) These reports shall include, at a minimum:

i. A summary of identified DMSMS issues

ii. The impact of these issues on contract deliverables

iii. Proposed and implemented mitigation strategies

iv. Implementation status of mitigation strategies

v. Cost and schedule impacts

vi. Updated risk assessment of NIINs at highest risk of obsolescence

vii. Metrics tracking the effectiveness of the DMSMS program

5.1.5 Proactive DMSMS Management:

a) Implement proactive measures to identify and mitigate DMSMS risks, including, but not limited to:

i. BOM scrubbing

ii. Supply chain monitoring

iii. Supplier collaboration

iv. Predictive analysis

5.1.6 Government Review and Audit:

The Government reserves the right to review the contractor's DMSMS Management Plan implementation and audit DMSMS-related records.

5.2 Source Development / Identification

New sources of supply shall be considered by comparing relevant experience, expertise, and facility capabilities and capacities with a potential requirement. The GUEA Checklist (RFP Attachment 8) shall be used when considering a source in conjunction with a site inspection to audit the capabilities, capacities, and quality system of the potential source. It is recommended that the Principal Engineer, Journeyman Machinist (JM), and Quality Assurance Expert (QAE) be present for the site inspection. However, it is required that at a minimum one (1) engineer from the Engineering Team shall be present during the inspection. The Principal Engineer, JM, and QAE shall review the findings from the inspection and will collectively validate the new source. Government engineering shall be notified of potential source site inspections and shall be invited to participate. The results of the site inspection shall be documented in the ERP system.

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5.3 SAW Removals

If a Screening Analysis Worksheet (SAW) source is identified that is no longer in business or should be removed from the SAW for any other appropriate reason, that information shall be provided to the Procuring Contracting Officer (PCO) with a list of applicable NSNs and the proposed reason for removal.

5.4 Subcontractor Management

The contractor shall ensure timely subcontractor payment, coach and mentor small business manufacturers, and provide engineering oversight. The contractor shall expand the current industrial supply base for Air Force landing gear spare parts by identifying and qualifying new suppliers for source-controlled parts. The contractor shall mentor current suppliers to ensure processes, engineering, quality control, and manufacturing techniques are in line with the latest USAF landing gear regulations and industry best practices. The contractor shall proactively audit and analyze the sub vendor supply chain to identify problematic processes or bottlenecks and develop mitigation strategies, develop new sources, and craft solutions to delays caused by sub vendors. Issues or delays with sub vendors will NOT be considered for relief of OTD metrics.

5.5 Raw Material Purchasing

The contractor shall interact with the known material forgers and outside processors for all forged parts to ensure Government parts are prioritized properly to meet the proposed lead times. The contractor shall establish and maintain relationships with the material mills, service centers, forgers, and outside processors to facilitate timely resolution of potential sourcing issues and prevent delays to production lead times; this may require level loading efforts with these subcontractors. At the culmination of each semi-annual budget cycle the contractor will be issued a bulk of delivery orders IAW the process identified in paragraph 4.3 and 4.4 of this TRD, that will encompass buy requirements for that budget cycle. Raw material purchases shall support the forecast provided to the contractor during the semi-annual budget cycles. For forged parts, the contractor will be responsible for purchasing, storing, and distributing raw material from the suppliers, and distributing it to the proper forger, based on the parts makeup of the computation cycle delivery orders. The intent of this requirement is to provide the contractor with the ability to make bulk purchases for parts and raw material based on forecasted demands which will allow for proactive material provisioning with the various sub vendors in the supply chain. The contractor shall track and manage (within the ERP system) any excess material for use on future orders.

5.6 Forging Die Management

Within the two years of performance the contractor shall locate the forging dies for all forged parts on the LG-CSCI2 parts list and maintain an up-to-date list of the die location and condition. If a die needs to be refurbished prior to use, it is the contractor's responsibility to ensure the die is ready to use when the part is ordered. Forging delays will NOT be an excusable cause for late

delivery of any parts, therefore the contractor must provide accurate PLTs and establish all necessary business arrangements to meet the on-time delivery standards.

6.0 ENGINEERING, TECHNICAL, & QUALITY REQUIREMENTS

6.1 Prime Contractor is the Approved Source

By virtue of the source selection process, the Prime Contractor will become the approved source IAW AFI 20-106, E.2.a.1 for all NSNs (except as specified in TRD paragraphs 7.1.1 and 7.1.2) for the duration of the contract unless contract performance concerns require the Government to initiate greater oversight. The Prime Contractor will be solely responsible for meeting all contract requirements for all NSNs, including, but not limited to, conformance to all specifications, drawings, and their attachments. As such, the Prime Contractor will be added to the SAW for each NSN. The Prime Contractor is responsible for selecting qualified subcontractors, for all steps of the manufacturing process and is not required to use other approved sources listed on the SAW, though it is recommended to consider SAW sources and use them when possible.

6.1.1 Exception for Proprietary NSNs

The Prime Contractor shall not be the approved source for any proprietary NSNs.

6.1.2 Exception for Source Control Drawings

The Prime Contractor shall not be the approved source for any NSNs on a source control or specification control drawing that lists specific approved sources on the drawing. To become the approved source for a source or specification control NSN, the Prime Contractor or suitable subcontractor must satisfy the source control drawing specific qualification requirements and become approved by the Government engineering authority.

6.2 Prime Contractor Required Role

While it is expected that the Prime Contractor and associated teaming arrangements will perform some of the manufacturing processes, this is not required and it is unlikely that one contractor has the capacity to perform this level of support without significant subcontracting. However, it is required that the Prime Contractor will be directly involved with the manufacturing process for all subcontractors including, but not limited to, purchase and distribution of raw material (e.g. steel, titanium, or aluminum), machining, and plating processes. The Prime Contractor shall provide engineering and quality assistance and oversight and shall be responsible for logistical coordination for each delivery order. It is not acceptable for the Prime Contractor to simply release orders to subcontractors without providing the oversight required to ensure successful contract performance. The contractor shall oversee and be directly involved with all sourcing and quality control associated with all NSNs. This arrangement allows the Prime Contractor to

perform creative and strategic subcontracting and teaming arrangements to satisfy the contract requirements

6.3 Key Personnel

Landing gear systems engineering, machining, processing, manufacturing, and quality control experience and expertise are required. The prime contractor (including teaming partners) shall maintain a staff of highly skilled personnel to oversee the technical aspects of the contract and each delivery order. At a minimum, the Prime Contractor shall have staff that meet the following requirements:

6.3.1 Principal Engineer

The Prime Contractor shall identify a single Principal Engineer as the POC for all technical issues. The Principal Engineer shall have a minimum of 10 years of related manufacturing experience with five years of direct landing gear manufacturing experience. Academic achievement level shall be a minimum of a Bachelor of Science degree in an applicable engineering subject obtained from a program that is accredited by the Accreditation Board for Engineering and Technology (ABET). The Principal Engineer shall have excellent communication skills. The Principal Engineer shall be integral in selecting manufacturing and sub-processing sources, working with all sources to ensure the technical requirements of each delivery order are satisfied, proactively working with sources to resolve technical concerns, and preparing waiver requests to submit to the Government engineer per paragraph 6.11 below.

6.3.2 Engineering Team

The Prime Contractor engineering team will assist the Principal Engineer with required duties, but the Principal Engineer will be the point of contact for technical issues. The engineering team shall have expertise of materials, machining, and processing applicable to landing gear such as: high strength steels, aerospace grade aluminum, high strength stainless steels, titanium, general machining, grinding processes, forging processes, heat treating, electroplating, LHE Zn-Ni plating, HVOF (High Velocity Oxygenated Fuel) coating application, precision measuring, NDI (Non-Destructive Inspection), etc. The engineering team shall be able to read and interpret landing gear drawings and have experience with CAD/CAM modeling as required to assist manufacturing. If CAD models are used for manufacturing, the Prime Contractor must use a validation process that is documented in a quality plan to ensure the models meet the contract requirements.

6.3.3 Journeyman Machinist (JM)

The Prime Contractor shall identify a JM that is an expert with landing gear manufacturing processes. The JM shall have a minimum of 15 years of experience with 10 years of direct landing gear manufacturing experience. The JM shall be an expert with machining processes

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required for high strength steels and aerospace grade aluminum. The JM shall have detailed experience with the manufacturing process from beginning to end. The JM shall be experienced with required subcontracting steps and have the knowledge and skills required to efficiently execute a manufacturing effort with satisfaction of all technical requirements. The JM shall have excellent communication skills and shall be able to mentor and provide accurate guidance to all machine shops and sub-contractors throughout the duration of the contract. The JM, Principal Engineer, and QAE will collaborate to vet new sources and provide technical oversite for delivery orders to address any technical questions and to ensure efficient performance of technical requirements.

6.3.4 Quality Assurance Expert (QAE)

The Prime Contractor shall identify a QAE point of contact to oversee that proper quality controls are in place for all contract requirements. The QAE shall have a minimum of 10 years of related experience with at least five years of landing gear experience and five years of Government contract experience specific to the DoD, including direct experience in working with or for the Defense Contract Management Agency (DCMA). The QAE shall have a thorough understanding of AS9100, ISO 9001, NADCAP, and other equivalent industry standards. The QAE, Principal Engineer, and JM shall collaborate to assess if potential and existing sources have a robust quality program. The QAE shall work with sources to refine quality programs by performing regular audits per TRD paragraph 6.10.2. The QAE shall investigate all deficiencies and collaborate with local quality and DCMA to develop corrective action. Concerns with quality programs shall be addressed with audits and direct training. Excellent communication skills are required to ensure a productive working relationship exists between the QAE, source counterparts, and Government personnel.

6.4 Access to Government Systems

The Prime Contractor shall obtain access to the following systems. All systems require the contractor's system user to be a US citizen and able to obtain a confidential security clearance.

6.4.1 A-TEAM

This system is used to obtain required technical drawings. The contractor will need to submit a System Access Request for A-TEAM through the JARVIS application (https://usaf.dps.mil/sites/LZP/JARVIS). The form will go through a DoD civilian for "Supervisor" approval, Security Manager, ISSO, and finally System Administrator for approvals. The user will be able to access A-TEAM once the system access request is fully approved and the account is set up.

6.4.2 Purchase Request Process System (PRPS)

This system contains information required to identify the technical requirements for each NSN on this contract. To gain access, the prime contractor must contact PRPS Site OPR at 429 SCMS/GUMAA, Hill AFB (phone 801-586-0657, or 801-775-5113)

6.4.3 Government Product Lifecyle Management (PLM) system

This system is used to submit requests for technical data clarifications and deviation waiver requests. The contractor will submit the request in the system which will then transfer the request to the CO for processing. To gain access, the contractor will submit a request through the PCO.

6.5 Technical Data Packages (TDP)

Manufacturing shall be IAW with the TDP in effect on the issue date of the delivery order unless otherwise noted. The date of the delivery order signifies what version of the TDP is contractually required. All data current at the date of the delivery order is required unless production overrun parts exist or if a waiver is approved by the PCO that allows alternate requirements. The TDP shall be obtained using the following method:

1. Download the current SAW from PRPS.

2. Check to see if the SAW is expired by comparing the AMC/AMSC EXP DT with the date on the delivery order. If the SAW is expired, notify the PCO that the NSN needs to be screened before proceeding with production. Do not proceed until an updated TDP is available.

3. Download the current Engineering Data List (EDL) from PRPS.

4. Download the applicable versions of drawings, Engineering Orders (EOs), Advanced Engineering Supplemental Orders (AESOs), and other attachments listed on the EDL from A-TEAM. It is critical to ensure the revisions listed on the EDL match what is being downloaded. In some instances, newer versions of drawings and attachments may exist in A-TEAM. Only the versions that match the EDL are authorized for production.

5. Download the applicable First Article Requirements (AFMC Form 260) from PRPS, if one is required per the SAW. The First Article Requirements shall be fulfilled IAW paragraph 6.7 below.

6. Review all documents and report any questions or concerns to the PCO and the Government engineering liaison within fifteen business days of initial receipt of order. Any concerns received after the fifteen business day period will not be considered for Government caused delays.

6.6 Tech Data Package Updates

In conjunction with the semi-annual forecasting cycle, the contractor will be provided with a 1-year forecast of anticipated parts. The contractor shall review the forecast and collaborate with the 417th Program Manager to ensure tech data packages for all parts are up to date prior to the delivery order being issued.

6.7 First Article Requirements

First Article Inspections/Testing will be accomplished IAW AFMC Form 260 and FAR 52.209-3, 52.204, and Subpart 9.303 (a through d). At the contractor's discretion, First Article testing may alternatively be accomplished by an independent Government approved testing facility that is certified to International Organization for Standardization (ISO) 17025 or equivalent. The test facility must be fully independent of the contractor and must allow Government oversight, upon request. Requests for approval of the test facility will be submitted to the PCO. Government engineering will specify approval limitations, if any, in responding to the contractor's request. If the contractor intends to use an independent lab, the contractor shall submit the request for approval of the potential lab(s) to the PCO within 30 business days of basic contract award. Post award request may be submitted to the PCO at any time. The Government will approve or deny the request within 30 business days.

However, no contractual relief will be granted for the purposes of approving an independent lab. For independent lab(s), the First Article Test (FAT) report will be submitted to the PCO for approval.

6.8 First Article Waiver

During performance of this contract, the Prime Contractor will be required to perform a FAT for all NSNs that have a FAT requirement. Once the FAT has been approved, the FAT requirement for that item will be waived for the remainder of the LG-CSCI2 contract. The Prime Contractor may submit a FAT waiver request to the PCO based upon successful production of the subject item on a previous contract. Evidence of successful production of that NSN must be provided that demonstrates direct experience with manufacturing the NSN on the delivery order. Following a FAT waiver, if the production of an LG-CSCI2 delivery order of that item is successfully completed, the FAT requirement for that item will be waived for the remainder of the contract. However, the Government reserves the right to reinstate the FAT requirement for any reason.

6.9 Data Rights

Any data created during the execution of this contract and in support of this contract shall be developed and provided with unlimited data rights to the Government per Defense Federal Acquisition Regulation Supplement (DFARS) 252.227-7013.

6.10 Quality Management

The Prime Contractor is required to be directly involved and accountable for all aspects of the manufacturing process including Quality Assurance (QA) for subcontractors. This higher level of oversight allows for efficiencies in cost, schedule, and performance that are common with commercial manufacturing. The contractor shall develop a quality plan which shall identify processes, procedures, and metrics to ensure successful outcomes for all items manufactured

under this contract. The contractor and any subcontractor performing manufacturing or processing for this contract shall have quality control plans consistent with AS9100. At the Government's request, the contractor shall provide audit access to the quality plan, and quality program manual(s), including matrices tracing the provisions of AS9100 requirements to contractors documented procedures. The contractor is responsible for the quality of all parts used to satisfy the requirements of this contract. These responsibilities will be performed in close coordination with the government. Guidelines for resolving all Product Quality Deficiency Reports are outlined below:

6.10.1 Product Quality Deficiency Reports (PQDRs)

The contractor will cooperate fully with USAF and DCMA personnel in the investigation of all quality deficiencies. In addition, the contractor will track all quality deficiency reports for the weapon systems involved in this acquisition. (CDRL A006)

6.10.2 Quality Audits and Assessments

Periodic audit/assessment of each contractor's and subcontractor's quality programs are required to ensure that the program is consistent with the proposed approach. Audits conducted by the Government may also be required as a result of quality issues that are detected during the course of the contract or at the government's request. (CDRL A007)

6.10.3 Quality Assurance Letter of Instruction (QALI) Compliance Audits

Per the terms of the QALI issued to DCMA, DCMA and 417 SCMS engineering will perform QA surveillance of the Prime Contractor's QA system to verify the contractor is performing vendor audits and surveillance IAW all contract requirements. A complete audit of the Prime Contractor's quality system will be completed after contract award and every three years following award. The Prime Contractor shall coordinate with DCMA and 417th engineering to accommodate Government participation in at least two annual audits annual Prime Contractor audits of vendor audits. DCMA will perform quality oversight of the Prime Contractor including its Quality Management System to ensure the contractor is providing adequate control of sub-contractors. With DCMA and 417th engineering approval of the Prime Contractor's quality system and oversight, part acceptance will be performed per the following:

1. Consumable parts: DCMA will not be required to perform source inspection. Inspection and acceptance will be accomplished at destination.
2. Higher-level quality parts. Orders for parts with higher-level quality requirements that are not CSI for vendors with a documented quality and audit history per the above requirements shall not require onsite inspection or audits unless quality concerns with the contractor, subcontractor, or manufacturing process justify onsite surveillance. If DCMA's review of the certification package shows the

documentation matches the requirement of the delivery order, no further inspection is required and the parts shall be accepted.

3. CSI Parts. The Prime Contractor shall provide DCMA a manufacturing and quality plan at the beginning of the order to verify all critical processes and characteristics are included in the plan. It is acceptable for the Prime Contractor to proceed with the order after submitting the plan. Onsite inspections and audits are not required if the Prime Contractor has performed a quality plan review of the subcontractor within the last 12 months, a quality system audit within the last 36 months, and a process audit of critical processes within the last 12 months. If DCMA's review of the certification package shows the documentation matches the requirement of the delivery order, no further inspection is required and the parts shall be accepted.
4. DCMA and 417 SCMS may require certain parts, contractors, or processes to receive source inspection on a case-by-case basis.

6.11 Material Review Board (MRB) – Deviations and Waivers

The Prime Contractor shall identify deviation and waivers IAW ANSI/EIA-649 Standard and ALL DEVIATIONS AND WAIVERS will be referred to the Government for disposition.

The intent of the Material Review Board (MRB) process is to formally review material discrepancies identified prior to shipment of material, proposed solution with an engineering evaluation supporting the solution. The Government will approve/disapprove the request as timely as possible.

6.11.1 MRB Actions

Notification of all MRB actions will be provided to the Government for review and decision. DD Form 1694 documentation shall be provided in a timely manner to the Administrative Contracting Officer (ACO), with an informational copy to the PCO. A Government managed electronic workflow system may be required to submit MRB actions rather than via email. If a workflow system is required, the contractor will be required to gain access. Guidelines for preparing Form DD 1694 is found within the form. Additional guidance is found in MIL-HDBK-61A and ANSI/EIA-649. Both Class I and Class II variances must be submitted for review. Each submission must include a disposition recommendation including a justification by the Principal Engineer demonstrating why the waiver is acceptable, historical information on disposition of similar waivers on this contract, and specific recommendations for updates to the technical data when applicable. If the request involves a change that would impact the stress margin of safety, the contractor must calculate the impact to the margin of safety by performing a calculation using the stress manuals, which will be provided by the Government. The contractor must provide all documentation for the calculation including references to the stress manuals, the step-by-step calculation, the original margin of safety,

and the new margin of safety. The ACO will then forward the documentation to the appropriate Government engineer. Support documentation shall be provided at the time of submission. The contractors and the Government will establish a timely process to ensure that impacts to delivery are minimized. However, submission of a waiver does not relieve the contractor of their obligation to meet the delivery schedule requirement.

6.12 Commercial off the Shelf (COTS)

COTS items shall be purchased IAW the Procurement Item Description (PID) and the Commercial Item Description (CID) as provided by the USAF. For commercial items, the Prime Contractor is responsible for notifying the Government if the drawings or technical data is different from the information cited in the PID.

7.0 GOVERNMENT-FURNISHED INFORMATION

7.1 Data Access

The Government will provide the contractor access to all available data required for completion of each delivery order. This will be provided through access to Government data systems and contract files necessary to accomplish the assigned work.

7.2 Records Management

All records, files, documents, and work papers provided by the Government or generated in support of this work effort are Government property and shall be marked, maintained, and disposed of per AFI 33-322, Records Management Program.

8.0 SECURITY

8.1 Personnel & Physical Security

The access to classified information will not be required; however, access to restricted or export-controlled information, and U.S. Government automated information system resources which process sensitive, unclassified, or Privacy Act information will be required. As a minimum, National Agency Checks (NACs) will be conducted for all personnel IAW DoD 5200.2-R, DoD Personnel Security Program. The contractor shall establish and administer personnel and physical security programs IAW DoD 5200.2-R and the following regulations applicable to each location.

The contractor(s) Facility Security Officers (FSO) will submit to DLA Security a written request for investigation and/or Visit Request Format least to the NACLC level, for new employees IAW DoD 5220.22-M, National Industrial Security Program (NISPOM) applicable local agency and base regulations and DoD 5200.2-R, DoD Personnel Security Program. For previously

investigated employees having been investigated in the past ten (10) years, the FSO can request a re-investigation through Joint Personnel Adjudication System (JPAS).

8.2 Information Protection

The program shall include requirements and procedures needed to meet mission requirements within each functional area. The contractor must protect information IAW applicable Government regulations. Contractor shall observe and comply with security provisions in effect at all Air Force, DoD, and contractor facilities where work is accomplished under the contract. Any required ID badges shall be worn and displayed at all times. The contractor shall be responsible for safeguarding all Government property and equipment provided for contractor use. At the close of each work period, Government facilities, property and materials shall be secured.

8.3 Confidentiality

All work performed under this contract is confidential and is not to be released to outside parties without express written permission from the DLA Contracting Officer (CO). The contractor shall not establish files and computer software or systems outside the Government offices, except those specifically for use in the development or revision of programs approved by DLA.

8.4 Software Development

Software will neither be developed nor procured, nor will hardware be procured for the accomplishment of these tasks without the written permission of the CO.

8.5 Data Protections

The contractor shall be responsible for safeguarding all Government property provided for contractor use. At the end of each work period, all Government facilities, equipment, and materials shall be secured.

8.6 Requests for Identification Credentials

The contractor shall submit a written request for identification credentials to the appropriate PCO, IAW AFFARS 5352.242-9000. If contractor personnel require access to the base computer network (i.e. a ".mil" address is required), a Trusted Agent (TA) request letter for the issue of a CAC shall be submitted through the Primary/Alternate QAP to the responsible PCO and processed through the Contractor Verification System (CVS).

If access to the base computer network is not required, an AFMC Form 496 must be completed to obtain a contractor ID Card/Badge (AFMC Form 387). The AFMC Form 496 shall be submitted to the responsible CO. If approved by the CO, the AFMC Form 496 shall be processed through Primary/Alternate QAP at each site

The CAC or ID Card/Badge shall be worn or prominently displayed in such a manner as to be visible at all times while performing work on or visiting the Government installation.

Upon completion or termination of the contract/order or termination/transfer of the employee, the CAC or ID Card/Badge shall be returned to the CO.

8.7 Prevention of Waste

The contractor shall be responsible for operating under conditions which prevent the waste of Government resources, including utilities, water, heating and cooling systems, telephones, fax lines, email and internet, and other computer resources.

8.8 Compliance

The contractor shall be knowledgeable of and comply with all applicable Interstate, Federal, State, and local laws, regulations, and requirements regarding environmental protection. In the event that environmental laws/regulations change during the term of this contract, the contractor shall comply as such new laws take effect.

9.0 METRICS and RECONCILIATION

Performance will be tracked for all deliveries on the contract. Performance measures, incentives and disincentives will differ based on Air Force DLR orders and DLA Consumable orders. The LG-CSCI2 contractor performance measurement shall be developed using the contractors' proposed Production Lead Time (PLT), total Contract Line Item Number (CLIN) quantity, total quantity delivered at proposed PLT, and actual days to delivery completion.

9.1 Air Force Metrics

AF OTD is a key performance metric that measures the percentage of orders delivered within the agreed-upon and required timeframe. Performance will be tracked for every delivery order. Performance measurement shall be developed using the total amount of days beyond the proposed PLT and shall be referred to as Days Late (DL). This will be the primary metric to determine a disincentive based on the delivery delinquency.

9.1.1 On-Time Delivery

The AF OTD metric is calculated by dividing the cumulative accepted quantity (after DCMA has accepted) by the cumulative scheduled delivery quantity up to a specific delivery date and then multiplying the result by 100. This approach ensures a fair and accurate representation of performance by capping the metric at 100%, while also allowing credit for early deliveries. Partial credit is given by measuring the cumulative quantity of parts accepted against the scheduled quantity. This metric uses the accepted quantity to reflect the successful completion of contract requirements for those units. Any delinquencies will continue to be reported in the current month's performance until the items are shipped.

For example, if the delivery schedule required a delivery of 150 units by June 30th, and the contractor had 135 units accepted by June 30th with the remaining 15 units accepted on July 15th, the OTD score as of June 30th would be 90%.

$$\frac{Cumulative\ Accepted\ Qty\ by\ Delivery\ Schedule\ Date}{Cumulative\ Delivery\ Schedule\ Qty\ by\ Delivery\ Schedule\ Date} \times 100$$

The Government shall evaluate performance by tracking each individual unit ordered on a pass/fail basis that will be aggregated into a total performance ratio for the year. Any aggregation of OTD performance will use the same formula with the cumulative values being totaled over the period being aggregated. The OTD metric will be monitored and reviewed regularly to coincide with the PMR schedule to mitigate any challenges in reconciling performance at the end of the performance period.

9.1.2 AF DLR Days Late (DL) Metric

Although overall program objective is to receive 90% plus OTD, a days late disincentive will be applied to each order short of 100% on time. Days Late will be calculated for each scheduled delivery by subtracting the originally scheduled delivery date from the actual delivery completion date. It calculates the number of (calendar) days it took to deliver 100% of the delivery quantity. In the event that the Government accepts a deviation from the original delivery quantity, this new approved quantity will be used to determine order completion.

For example, if the delivery schedule identified a delivery of 200ea with a quoted PLT of 150 days and the contractor delivered 170ea by the end of day 150 with the remaining 30ea being delivered by the end of day 220, the DL would equal 70. The measurement would be calculated using the following methodology:

$$DL = AD - SD$$

Where:

AD = DCMA Acceptance Date

SD = Scheduled Delivery Date scheduled IAW proposed PLT

DL = Days Late

9.1.2.1 Factors

For any delivery where the DL is calculated to be a positive value (Actual Delivery was after the Scheduled Delivery), the following Days Late Factor will be calculated as follows:

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$$DLF = 1.018 \times \left(.08 - \left(\frac{.08}{1 + e^{-8\left(\left(1-\left(\frac{DL-15}{165}\right)\right)-.5\right)}} \right) \right)$$

Where:

DLF = Days Late Factor
(within disincentive range, min value .5% and max value 8%)

9.1.2.2 Days Late Disincentive Calculation

AF DLR orders will be disincentivized individually based on their individual delivery performance. The disincentive will be calculated as follows:

$$Disincentive = TCP \times \frac{DLF}{100}$$

Where:

TCP = Total CLIN Price

As an example of how the calculations would work, a table is included highlighting examples of potential scenarios and the resulting outcome in the formula

Table 1 - Days Late Disincentive Examples

Variables			Factors (as %)	Penalty	Penalty as Percent of Order Total
Order Value	Order Qty	Days Late Delivery Completed	Days Late		
$ 1,000,000.00	1500	42	0.005172411	$ 5,172.41	0.52%
500,000.00	750	0	0	-	0.00%
615,168.00	980	65	0.013958584	8,586.87	1.40%
250,000.00	89	120	0.060962146	15,240.54	6.10%
1,650,000.00	6450	95	0.038255138	63,120.98	3.83%

9.2 DLA Consumables Metric

DLA OTD is defined as the aggregate number of DLA scheduled deliveries shipped on or before the Contract Delivery Date (CDD) in a given quarter, divided by the total number of scheduled deliveries due to ship in a given month per CDD. The OTD metric is measured as a percentage. Data will be provided from EBS (Enterprise Business System), which is informed by Wide-Area Workflow (WAWF). This performance metric measures how well the supplier fulfills the delivery schedule within the contractually binding delivery date. Non-fulfillment or partial

fulfillment of the delivery schedule is considered incomplete and will be considered "late" for purposes of this metric.

Contract Delivery Date is defined as the agreed upon Production Lead Time (PLT), plus 35 calendar days of Total Administrative Lead Time (TALT). 35 calendar days account for Contractor Administrative Lead Time (ALT), handling and packaging, inspection (to include contractor and DCMA Inspection and Acceptance), and shipment preparation. The shipment date will be captured in WAWF when the material is turned over to the Shipper (Commercial or Government). An order that ships on or below the CDD is considered to be "On-Time".

CDD example:

Order submission date to contractor: 1 January PLT – 45 calendar days

TALT – 35 calendar days

CDD – 12 March (non-Leap year) or 13 March (Leap year)

DLA shall evaluate performance in supporting the delivery schedule at the aggregate level on a quarterly basis. The OTD metric will be monitored quarterly and aggregated at the end of the performance period. DLA will provide quarterly and period-end OTD calculations for review to mitigate any challenges reconciling performance at the end of the performance period.

Table 2 - DLA OTD Metric

Performance Period	Performance Schedule	Performance Assessment
Period 1	Contract award plus 12 months	No
Period 2 & Beyond	Months XX - XX	Yes
Option Period	Months XX - XX	Yes

The OTD metric will be measured as a percentage.

1. While OTD will be measured in Period One (1), there will be no performance assessment for the period. Performance Assessments will apply to Periods Two (2) and beyond, and the Option period if exercised.

2. Using EBS data, DLA determines OTD percentage for the period of performance by each individual delivery order.

3. To calculate the quarterly OTD metric, DLA will capture the total number of delivery orders due to ship in a given quarter per the CDD, total number of orders that shipped on or before the CDD, and total number of orders not filled or partially fulfilled in a given quarter. OTD will be calculated using the below equation:

$$DLA\ OTD\ Percentage = \frac{Total\ Orders\ Shipped\ On - Time}{Total\ Orders\ Due\ to\ Ship\ per\ CDD}$$

For example, if a given quarter 1000 orders were due to ship, per the order CDD, and 975 orders shipped on or before the CDD, OTD for the given quarter would be calculated as follows:

OTD Percentage = 975/1,000 = 97.5% OTD

4. Government-caused cancellations will not be included in the metric calculations. Contractor caused cancellations will be included in the metric. Any Government-caused delay which will allow for an approved adjustment to CDD must be approved prior to the quarterly metric reconciliation period.

5. Once data is provided to the contractor each quarter and the period-end, fifteen (15) calendar days will be allowed to scrub the data for concurrence.

The contractor is authorized to deliver partial quantity shipments and/or early shipments prior to the CDD, provided there is no additional cost to the Government. However, in the instances of early partial shipments, the order must be completed in full on or before the CDD to count as On-Time.

If the option period of the contract is exercised, the Government has the discretion to re-baseline the OTD metric and adjust the incentive or disincentive ranges based on the contract data. All changes will be negotiated by both the Government and contractor.

The OTD metric will be measured as a percentage and an incentive or disincentive dollar amount will be applied at the conclusion of each performance period based on performance against this metric.

Using the table below, the aggregate OTD percentage will be used to determine whether an incentive or disincentive will be applied.

Table 3 - DLA OTD Metric Table

OTD Percentage	Incentive / Disincentive Percentage
97% or Higher	1.50%
95.0% - 96.99%	1.00%
92.0% - 94.99%	0.00%
90.0% - 91.99%	-0.75%
90.99% or Below	-1.25%

The incentive or disincentive will be applied as a percentage of the Total Cost of Sales for the consumable delivery orders during the performance period. For example, if Total Cost of Sales for consumable material was $ 5,000,000 for a performance period and the contractor earned a 95.5% OTD, which equates to a 1% incentive, the contractor would receive a one-time incentive payment of $50,000 for the performance period.

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10.0 SUPPLY CHAIN RISK MANAGEMENT (SCRM)

10.1 SCRM Plan

The contractor must provide a comprehensive SCRM Plan IAW the instructions to offeror prior to award. This plan must be maintained during the performance of this contract will be incorporated into the contract at award, and must illustrate executable processes for identifying supply chain risks as early as possible. The SCRM plan will address the broad spectrum of supply chain risks that have the potential to jeopardize the integrity of products, services, people, and technologies; compromise intellectual property; disrupt the flow of product, materiel, information, and finances needed for continued Air Force operations; and/or drive materiel cost increases to the program. The plan and processes apply to the contractor and their suppliers, subcontractors, associated integrators, and vendors, spanning

the entirety of the supply chain from raw material stage to delivery of a finished product. The SCRM plan must clearly address the following:

10.1.1 Continuity of Operations (COOP)

Contractor will develop and/or update a Continuity of Operations Procedure/Plan (COOP), which outlines the processes and actions to prepare for, and respond to, planned/unplanned supply chain challenges.

10.1.2 Foreign Influence

The contractor will disclose any Foreign Ownership, Control, or Influence (FOCI) for the purpose of initial or continued facility clearance eligibility. A Standard Form 328 Certificate Pertaining to Foreign Interest must be submitted to the Government cognizant security office.

10.1.3 Cybersecurity

The contractor will implement a cybersecurity protection of supply chain information plan and provide a copy to the U. S. Government. As part of this process, the contractor will conduct early and continuous monitoring throughout the life of the agreement to prevent or reduce impacts of cyber vulnerabilities where adversaries are able to exploit, steal, alter, manipulate, interrupt, or destroy system functionality, information, or technology. The plan must address:

10.1.3.1 Information Security

Include a description of how the contractor and any of the contractor's subcontractors will provide to the Government a system security plan (or extract thereof) IAW the NIST Special Publication (SP) 800-171, "Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations" in effect at the time the solicitation is issued or as authorized by the contracting officer, to describe the contractor's unclassified

information system(s)/network(s) where covered defense information associated with the execution and performance of this contract is processed, is stored, or transmits.

10.1.3.2 Data Protection

Include a description of how the contractor will protect the supply chain from exploitation due to the insertion of counterfeits/malware, unauthorized production, tampering, theft, insertion of malicious software and hardware, functionality alteration, and any other elements that would allow adversaries to gain unauthorized access to data, alter data, interrupt communications, or otherwise disrupt operations.

11.0 Unauthorized Data Access

The contractor must inform the U. S. Government of any instances of unauthorized access and/or compromise, such as those listed in item “b” to the contractor’s digital information and parts and components.

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