DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION

(The requirements of the National Industrial Security Program (NISP) apply to all security aspects of this effort involving classified information.)

OMB No. 0704-0567
OMB approval expires: October 31, 2020

The public reporting burden for this collection of information, 0704-0567, is estimated to average 70 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, at whs.mc-alex.esd.mbx.dd-dod-information-collections@mail.mil. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

RETURN COMPLETED FORM AS DIRECTED IN THE INSTRUCTIONS.

1. CLEARANCE AND SAFEGUARDING

a. LEVEL OF FACILITY SECURITY CLEARANCE (FCL) REQUIRED *(See Instructions)*

Secret

b. LEVEL OF SAFEGUARDING FOR CLASSIFIED INFORMATION/ MATERIAL REQUIRED AT CONTRACTOR FACILITY

None (See instructions)

2. THIS SPECIFICATION IS FOR: *(X and complete as applicable.)*

☒ **a. PRIME CONTRACT NUMBER** *(See instructions.)*
W91151-21-c-0026

☐ **b. SUBCONTRACT NUMBER**

☐ **c. SOLICITATION OR OTHER NUMBER** **DUE DATE** *(YYYYMMDD)*
W91151-21-Q-0022

3. THIS SPECIFICATION IS: *(X and complete as applicable.)*

☐ **a. ORIGINAL** *(Complete date in all cases.)* **DATE** *(YYYYMMDD)* 20210601

☒ **b. REVISED** *(Supersedes all previous specifications.)*
REVISION NO. 1 **DATE** *(YYYYMMDD)* 20220216

☐ **c. FINAL** *(Complete Item 5 in all cases.)* **DATE** *(YYYYMMDD)*

4. IS THIS A FOLLOW-ON CONTRACT? ☐ No ☒ Yes *If yes, complete the following:*

Classified material received or generated under _____ *(Preceding Contract Number)* **is transferred to this follow-on contract.**

5. IS THIS A FINAL DD FORM 254? ☐ No ☒ Yes *If yes, complete the following:*

In response to the contractor's request dated _____ **, retention of the classified material is authorized for the period of:** _____

6. CONTRACTOR *(Include Commercial and Government Entity (CAGE) Code)*

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)*
Addon Services, LLC 37789 Mound Rd. Suite 200 Warren, MI 48092	6VC96	Defense Security Service (S11DT) 17177 N. Laurel Park Suite 417 Livonia, MI 48152-2659 Fax 734-432-0614

7. SUBCONTRACTOR(S) *(Click button if you choose to add or list the subcontractors -- but will still require a separate DD Form 254 issued by a prime contractor to each subcontractor)*

Add Row | Remove last Row | Delete All Rows

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)*

8. ACTUAL PERFORMANCE *(Click button to add more locations.)*

Add Row | Remove last Row | Delete All Rows

a. LOCATION(S) *(For actual performance, see instructions.)*	b. CAGE CODE *(If applicable, see Instructions.)*	c. COGNIZANT SECURITY OFFICE(S) (CSO) *(Name, Address, ZIP Code, Telephone required; Email Address optional)*
Fort Hood, Texas – see continuation in item 13		

9. GENERAL UNCLASSIFIED DESCRIPTION OF THIS PROCUREMENT

Contractor provides alarm monitoring personnel supporting the installation-wide Intrusion Detection System (IDS) on behalf of the U.S. Army Garrison's Office of the Directorate of Emergency Services (DES). Contractor personnel will be responsible for continuously monitor in-real-time alarmed zones which include, but are not limited to, General Officer (High Risk Personnel) offices & residences; Sensitive Compartmented Information Facilities (SCIFs), Open Storage Areas (AR380-5); Arms, Ammunition & Explosive (AA&E) storage facilities; and retail facilities belonging to AAFES and the DeCA Commissaries. Contractor personnel will alert and initiate appropriate Military Police responses to IDS signaled unauthorized entries, duress calls, or indications that The IDS system has experienced a communication's failure or has been tampered with. System monitor personnel will provide all required support of reporting and documenting, including that to sensors located in classified/secure areas. This requirement is a Base plus 4 year Contract.

10. CONTRACTOR WILL REQUIRE ACCESS TO: *(X all that apply. Provide details in Blocks 13 or 14 as set forth in the instructions.)*

- ☐ **a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION**
- ☐ **b. RESTRICTED DATA**
- ☐ **c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION (CNWDI)** *(If CNWDI applies, RESTRICTED DATA must also be marked.)*
- ☐ **d. FORMERLY RESTRICTED DATA**
- **e. NATIONAL INTELLIGENCE INFORMATION:**
  - ☐ **(1) Sensitive Compartmented Information (SCI)**
  - ☐ **(2) Non-SCI**
- ☐ **f. SPECIAL ACCESS PROGRAM (SAP) INFORMATION**
- ☐ **g. NORTH ATLANTIC TREATY ORGANIZATION (NATO) INFORMATION**
- ☐ **h. FOREIGN GOVERMENT INFORMATION**
- ☐ **i. ALTERNATIVE COMPENSATORY CONTROL MEASURES (ACCM) INFORMATION**
- ☐ **j. CONTROLLED UNCLASSIFIED INFORMATION (CUI)** *(See instructions.)*
- ☒ **k. OTHER (Specify)** *(See instructions.)*

See continuation in item 13

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL: *(X all that apply. See instructions. Provide details in Blocks 13 or 14 as set forth in the instructions.)*

- ☐ **a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY** *(Applicable only if there is no access or storage required at contractor facility. See instructions.)*
- ☐ **b. RECEIVE AND STORE CLASSIFIED DOCUMENTS ONLY**
- ☐ **c. RECEIVE, STORE, AND GENERATE CLASSIFIED INFORMATION OR MATERIAL**
- ☐ **d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE**
- ☒ **e. PERFORM SERVICES ONLY**
- ☐ **f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S.,PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES**
- ☐ **g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER**
- ☐ **h. REQUIRE A COMSEC ACCOUNT**
- ☐ **i. HAVE A TEMPEST REQUIREMENT**
- ☒ **j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS**
- ☐ **k. BE AUTHORIZED TO USE DEFENSE COURIER SERVICE**
- ☐ **l. RECEIVE, STORE, OR GENERATE CONTROLLED UNCLASSIFIED INFORMATION (CUI).** *(DoD Components: refer to DoDM 5200.01, Volume 4 only for specific CUI protection requirements. Non-DoD Components: see instructions.)*
- ☐ **m. OTHER (Specify)** *(See instructions.)*

12. PUBLIC RELEASE

Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the National Industrial Security Program Operating Manual (NISPOM) or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for review and approval prior to release to the appropriate government approval authority identified here with at least office and phone contact information and if available, an e-mail address. *(See instructions)*

☐ **DIRECT** ☒ **THROUGH** *(Specify below)*

See continuation in item 13

Public Release Authority:

13. SECURITY GUIDANCE

Add Signature | Remove last Signature | Delete All Signatures

The security classification guidance for classified information needed for this effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended.
(Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. The field will expand as text is added. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. Also allows for up to 6 internal reviewers to digitally sign. See instructions for additional guidance or use of the fillable PDF.)

10 (k) Classified and/or Sensitive But Unclassified military facility design information, including vulnerabilities and Force Protection significance of the facility High Risk Target/Mission Essential Vulnerable Area (HRT/MEVA) designations, that if exploited might result in exploitation, neutralization, or loss of use of the facility for its intended purpose.

8 (a) The Contractor is to perform all tasks associated with the contract's requirements in US Government owned and supplied facilities. Primary office location will be in building 23020, Fort Hood, Texas 76544. Task performance may require contractor to continue support to assigned staff at fixed facilities located throughout the installation.

12. All Public Releases and requests for Public Release will be cleared and approved in-turn by the Contracting Officer's Representative (COR); U.S. Army Garrison (USAG) OPSEC Officer, Directorate of Emergency Services (DES); and the U.S. Army Garrison Public Affairs (PAO).

List of Attachments (All Files Must be Attached Prior to Signing, i.e., for any digital signature on the form)

Add Attachment | View Selected Attachment | Remove Selected Attachment

NAME & TITLE OF REVIEWING OFFICIAL	SIGNATURE
Peter K. Frisch Contracting Officer's Representative	FRISCH.PETER.KONRAD.1094831306 Digitally signed by FRISCH.PETER.KONRAD.1094831306 Date: 2022.02.16 13:34:06 -06'00'

14. ADDITIONAL SECURITY REQUIREMENTS

Requirements, in addition to NISPOM requirements for classified information, are established for this contract.

☐ No ☒ Yes *If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the CSO. The field will expand as text is added or you can also use item 13. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. (See instructions for additional guidance or use of the fillable PDF.)*

In addition to requirements contained in the NISPOM, any on-site government-furnished physical plant, real property & facilities, and automation equipment/infrastructure in use by the contractor will be governed by AR 190-13, The Army Physical Security Program; AR 190-51, Security of Army Property at Unit and Installation Level; AR 25-2, Information Assurance, and applicable IMCOM, FORSCOM and/or local regulations.

15. INSPECTIONS

Elements of this contract are outside the inspection responsibility of the CSO.

☐ No ☒ Yes *If Yes, explain and identify specific areas and government activity responsible for inspections. The field will expand as text is added or you can also use item 13. When removing any expanded text area, use delete key or backspace key, then click out of the text field for it to shrink after the text has been deleted. (See instructions for additional guidance or use of the fillable PDF.)*

See continuation sheet

16. GOVERNMENT CONTRACTING ACTIVITY (GCA) AND POINT OF CONTACT (POC)

a. GCA NAME	c. ADDRESS *(Include ZIP Code)*	d. POC NAME
Mission Installation Contracting Command	Mission and Installation Contracting Mission Contracting Office (MCO) 36000 DARNALL LOOP, ROOM 1300B FORT HOOD TX 76544-5025	Kendrick R. Nance
b. ACTIVITY ADDRESS CODE (AAC) OF THE CONTRACTING OFFICE *(See Instructions)* W91151		**e. POC TELEPHONE** *(Include Area Code)* +1 (254) 287-7647
		f. EMAIL ADDRESS *(See Instructions)*

17. CERTIFICATION AND SIGNATURES

Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below. Upon digitally signing Item 17h, no changes can be made as the form will be locked.

a. TYPED NAME OF CERTIFYING OFFICIAL *(Last, First, Middle Initial) (See Instructions)*	d. AAC OF THE CONTRACTING OFFICE *(See Instructions)*	h. SIGNATURE
Coles, Gary L	W91151	
b. TITLE Garrison Security Manager	**e. CAGE CODE OF THE PRIME CONTRACTOR** *(See Instructions.)* 6VC96	
c. ADDRESS *(Include ZIP Code)* Cdr, USAG Fort Hood ATTN: IMHD-PLS (DPTMS-Security Division) 761st Tank Bn Ave, Bldg 1001, Rm C203, Fort Hood, TX 76544	**f. TELEPHONE** *(Include Area Code)* +1 (254) 287-0365	**i. DATE SIGNED** *(See Instructions)*
	g. EMAIL ADDRESS *(See Instructions)* gary.l.coles.civ@army.mil	

18. REQUIRED DISTRIBUTION BY THE CERTIFYING OFFICIAL

- [x] **a. CONTRACTOR**
- [ ] **b. SUBCONTRACTOR**
- [x] **c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR**
- [ ] **d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION**
- [x] **e. ADMINISTRATIVE CONTRACTING OFFICER**
- [x] **f. OTHER AS NECESSARY** *(If more room is needed, continue in Item 13 or on additional page if necessary.)*

Cdr, USAG Hood
ATTN: IMHD-PLS (DPTMS-Security Division)
761st Tank Bn Ave, Bldg 1001, Rm W204
Fort Hood, TX 76544