Section J – 0200000 Management and Administration	
Attachment Number	**Attachment Title**
J-0200000-01	Definitions and Acronyms
J-0200000-02	Wage Determinations/CBA
J-0200000-03	Directives, Instructions, and References
J-0200000-04	Invoice Form
J-0200000-05	Forms
J-0200000-05-01	Monthly On-Site Labor Report
J-0200000-05-02	Contractor Incident Report System (CIRS)
J-0200000-05-03	Process Material Log Sheets
J-0200000-06	Government-Furnished Property, Materials, and Services
J-0200000-07	Installation Spill Prevention, Control, and Countermeasure Plan
J-0200000-08	Contractor Hazardous Material Inventory Log
J-0200000-09	Exhibit Line-Item Numbers (ELINs)
J-0200000-10	Site Visit Base Access Sheet
J-0200000-11	PIEE Vendor Access Instructions
J-0200000-12	Corporate experience Data Sheet
J-0200000-13	Past Performance Questionnaire

Attachment J-0200000-01
Definitions and Acronyms

Definition	Description
Assessment	A general term referring to either a survey or inspection of a facility to determine condition.
Asset	A general term used to refer to an item, such as a component, system, building or facility, which is managed by an automated data management program.
Competent Person	A person who has the professional experience and training necessary to identify existing and predictable hazards at a work or service environment, and who has the authority to take prompt and corrective action to eliminate or remove dangers from the environment. One who can identify existing and predictable hazards in the working environment or working conditions that are dangerous to personnel and who has authorization to take prompt corrective measures to eliminate them.
Component Inventory Management Unit (CIMU)	An organization of like-kind real property into manageable maintenance units. CIMU is a building component, group of components or component assemblies, serving a specific purpose in a facility that can be expected to follow a common and predictable lifecycle behavior. This class of non-equipment will include items such as exterior walls, exterior windows, interior finish, and roofs. This class of equipment will include items such as fan coil units, air handling units, lighting, and water closets. CIMUs can include one or more items of installed equipment typically subject to routine scheduled maintenance.
Confined Workspace	A space that is large enough and so configured that a person may bodily enter a space (such as in tanks, vessels, silos, storage bins, hoppers, vaults, pits, and like spaces where there is limited means of entry) and is hindered or restricted from escaping during an emergency.
Construction Equipment	Construction equipment refers to specialized heavy machinery that covers one industry and is specifically designed for executing construction work. Construction equipment requirements shall include a list of equipment establishing the size, quality, number of units, and unit prices. Construction equipment prices provided by the Contractor shall be the lowest price available considering the availability of equipment and the time constraints of the job. The direct equipment price shall be adjusted by all discounts and rebates that accrue to the Contractor. All indirect cost associated with construction equipment, such as: the Contractor's hourly composite trade wage, adjusted to allow for workforce productivity; sub-contractor cost, costs for pre-expended bin materials, shipping and handling, union agreements, crew sizes, hand tools, universal equipment (excluding construction equipment), mobilization, demobilization, payroll burdens and fringes, overtime, job (field) overhead, clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance, general and administrative (home office) overhead, profit, and all other associated markups shall not be included in the construction equipment price since the cost for these items were included in the labor hour unit price bid. Additionally, time for job preparation, safety standby personnel, and similar indirect labor elements shall not be included.
Contracting Officer (KO)	That individual with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the Contracting Officer acting within the limits of their authority as delegated by the Contracting Officer.
Contracting Officer's Representative (COR)	The individual appointed by the KO responsible for monitoring the Contractor's technical compliance and progress, relative to assigned contract(s)/orders(s), based on the contract requirements specified in the PWS and in accordance with the PAP. The COR performs a variety of contract administration duties that includes oversight of PA, documenting and rating Contractor performance, reviewing invoices, and acceptance of

Attachment J-0200000-01
Definitions and Acronyms

Definition	Description
	work. Assignment as a COR is a collateral duty typically performed by the FSCM or SPAR.
Contractor	That entity or its representative responsible for the delivery of the services or materials specified in this contract, as designated by contract award. The term Contractor as used herein refers to both the prime Contractor and any subcontractors. The prime Contractor shall insure that subcontractors comply with the provision of this contract.
Contractor Representative	That individual appointed by the Contractor, either orally or in writing, who has been assigned responsibility for executing the requirements of this contract.
Crane, Category 1	Portal cranes, Hammerhead cranes, Locomotive cranes, Derricks, Floating cranes (YD), Tower cranes, Container cranes, Mobile cranes (except those indicated as category 4), including truck, cruiser, crawler, warehouse/industrial cranes, and cranes used for dragline, pile driving, clamshell, magnet, bucket work, and Aircraft crash cranes.
Crane, Category 2 & 3	Cranes with rated capacities of 20,000 pounds or greater are category 2. Examples are Overhead traveling cranes, Gantry cranes (rail mounted), Wall cranes, Jib cranes, Pillar cranes, Pillar jib cranes, Monorails and associated hoists, Fixed hoists including chain falls. Pedestal mounted commercial boom assemblies (fixed length, telescoping, and articulating types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with OEM rated capacities less than 2,000 pounds.
Crane, Category 4	Commercial truck mounted cranes, Truck mounted articulating boom cranes, Pedestal mounted commercial boom assemblies (fixed length, telescoping, and articulating types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with OEM rated capacities of 2,000 pounds and greater. Commercial truck mounted cranes and truck mounted articulating boom cranes with OEM capacities of 2,000 pounds and greater require a licensed operator even if the cranes are down rated below 2,000 pounds capacity for administrative purposes.
Direct Material Costs	The actual vendor invoice charges for materials used for performance of work under this contract. Direct material costs shall include sales tax and transportation charges when such charges are included on the invoice by the vendor, as well as any discounts allowed for prompt payment and discounts or rebates for core value or salvage value that accrue to the Contractor. When questions arise concerning the cost of direct materials, direct material costs will be based on the lowest of quotes provided by the Contractor from at least three different commercial vendors for the direct material cost. The Government retains the right to obtain additional quotes in questionable situations. The lowest price will be used. All other cost such as sub-contractor cost, costs for pre-expended bin materials, shipping and handling, union agreements, crew sizes, hand tools, universal equipment, mobilization, demobilization, time for job preparation, safety standby personnel, payroll burdens and fringes, overtime, job (field) overhead, clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance, general and administrative (home office) overhead, profit, and all other associated markups shall not be included in the direct material price since the cost for these items are included in the UPL Hour unit price bid.
Electronic Operation and Maintenance And Support Information (eOMSI)	A set of consultant-prepared data and document files that contain detailed, as-built technical information that describes the efficient, economical and safe operation, maintenance and repair of a facility, plant, equipment or system throughout its life cycle. Generally, it is prepared during construction and submitted upon completion of a new facility or major facility upgrade. eOMSI's typically include asset information, staffing and budgeting information, supply support including critical spare parts, operating procedures, troubleshooting and diagnostic guides, extended warranty data, maintenance

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Definitions and Acronyms

Definition	Description
	task frequencies and documentation, technical data, repair procedures and manufacturer's product data. eOMSI data and document files are provided in electronic formats.
Equipment	Tangible asset that is functionally complete for its intended purpose, durable, and non-expendable.
Facility	A building or structure designed and created to serve a particular function.
Frequency Of Service	Annual (A). Services performed once during each 12-month period of the contract at intervals of 335 to 395 days. Biennial (B). Services performed once during each 24-month period of the contract at internals of 670 to 790 days. Daily (D5). Services performed once each calendar day, Monday through Friday, including holidays unless otherwise noted. Daily (D7). Services performed once each calendar day, seven days per week, including weekends and holidays. Monthly (M). Services performed 12 times during each 12-month period of the contract at intervals of 28 to 31 calendar days. Quarterly (Q). Services performed four times during each 12-month period of the contract at intervals of 80 to 100 calendar days. Semiannual (SA). Services performed twice during each 12-month period of the contract at intervals of 160 to 200 calendar days. Semimonthly (SM). Services performed 24 times during each 12-month period of the contract at intervals of 14 to 16 calendar days. Three times weekly (3W). Services performed three times a week, such as Monday, Wednesday, and Friday. Twice weekly (2W). Services performed twice a week, such as Monday and Thursday or Tuesday and Friday. Weekly (W). Services performed 52 times during each 12-month period of the contract at intervals of six to eight calendar days.
Government Furnished Property (GFP)	Property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. Government furnished property includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification. Government furnished property also includes contractor acquired property if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.
Hazardous Material (HM)	A material that because of its quality, concentration, physical, chemical or infectious nature may pose a threat to human health or the environment if released or spilled into the environment or any material designated by the Department of Transportation (DOT) or any materials that require a SDS form as posing a potential threat while being transported. Hazardous materials are listed in 49 CFR Part 172.
Hazardous Waste (HW)	Any discarded solid waste (liquid, semi-solid, solid, or gaseous) that meets the definition of a hazardous waste by USEPA, state authorities, or the Navy. In accordance with RCRA, a solid waste is a listed hazardous waste if it is specifically listed, or it is a characteristic hazardous waste if it exhibits the characteristics of ignitability, corrosivity, reactivity, or toxicity.
Hazardous Waste Management Plan	In accordance with OPNAVINST 5090.1C, every Navy shore activity that generates HW shall develop and use a Hazardous Waste Management Plan or a Hazardous Waste management component in its P2 Plan and EMS. A Hazardous Waste Management Plan shall: • Identify applicable federal, state, and local regulations pertaining to the generation and management of hazardous waste.

Attachment J-0200000-01
Definitions and Acronyms

Definition	Description
	• Identify training requirements and describe procedures for obtaining training and maintaining training records. • Assign responsibilities for the generation, designation, handling, storage, treatment, disposal, and all documentation. • Describe all hazardous waste generation and management procedures. • Include or reference the hazardous waste minimization plan and goals. • Include or reference contingency plans and emergency response procedures. The plan shall be kept up to date to include changes in hazardous waste generation and management procedures, as well as changes in applicable federal, state, and local hazardous waste regulations. The plan shall include or reference minimization procedures sufficient to achieve DOD minimization goals. Tenant activities are covered by the host CO's Hazardous Waste Management Plan.
Hazardous Waste Manifest	A hazardous waste manifest as defined in 40 CFR 260 is required for the transport of hazardous waste. The installation commanding officer (ICO) or the ICO's designated representative shall retain signature authority for hazardous waste manifests.
Infrastructure Condition Assessment Program (ICAP)	A Navy automated data management program that utilizes historical asset lifecycle data and a structured assessment process to evaluate the condition facilities and their components.
Inspection	A rigorous, detailed assessment of the condition of a facility performed to generate a fundable scope and cost estimate for prioritization and funding of maintenance and repair.
Integrated Maintenance Program (IMP)	IMP is a recurring state-of-the-art, reliability-centered inspection, testing, maintenance and repair program that determines best practices for managing the functions and consequences of failures of facilities equipment and system components. IMP encompasses accepted commercial practices, including reactive, preventive, predictive and proactive maintenance, into one optimal program. The IMP approach gives the Contractor full responsibility to maintain systems and equipment and perform repairs whenever necessary to ensure equipment and systems are operational and remain in a constant state of readiness. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.
Job or Work Order	An authorization for work that requires planning and estimating and has an individual line of accounting for financial and performance evaluation.
Life-Cycle Costs	A form of economic analysis that considers the total cost of owning, operating, and maintaining a building or system over its useful life.
Less-than-90-day Accumulation Areas or Storage Facilities	Temporary HW storage areas where HW may be stored for up to 90 days without a RCRA permit.
Maintenance and Repair	The preservation or restoration of a piece of equipment, system, or facility to such condition that it may be effectively used for its designated purposes. Maintenance/repair may be adjustment, overhaul, reprocessing, or replacement of constituent parts or materials that are missing or have deteriorated by action of the elements or usage, or replacement of the entire unit or system if beyond economical repair.
Monthly On-Site Labor Report	A compilation of all Contractor and subcontractor employee-hours involved in delivering contract services on a government property.
NAVFAC MAXIMO	A specially configured software version of MAXIMO®, a commercially available computerized maintenance management system (CMMS), adopted by NAVFAC for enterprise facility asset data management. The terms "MAXIMO", "NAVFAC MAXIMO" or "Government's MAXIMO" shall be used interchangeably in the document.

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Definitions and Acronyms

Definition	Description
Non-RCRA Regulated Waste	Waste that is not regulated as a hazardous waste under RCRA; however, is waste may be regulated by other federal, state or local regulations including but not limited to TSCA, Clean Air Act, Clean Water Act or other regulations and statues. Examples include Used Oil, Universal Waste, Oily Water, antifreeze, etc. Non-RCRA regulated waste (while not meeting the definition of a Hazardous Waste) must be managed according to its applicable regulations and may not be discarded into the general trash.
Non-Regulated Solid Waste (Debris and Rubbish)	Waste not associated with an industrial process such as refuse and scraps resulting from preparation, cooking, dispensing, and consumption of food. Non-hazardous construction and demolition waste such as dimension and non-dimension lumber, plywood, chipboard, and hardboard are included.
Partnering	The terms “partnering” and “partnership” used herein shall mean a relationship of open communication and close cooperation that involves both Government and Contractor personnel working together for the purpose of establishing a mutually beneficial, proactive, cooperative environment within which to achieve contract objectives and resolve issues and implementing actions as required.
Performance Assessment	A method used by the Government to provide some measure of control over the quality of purchased goods and services received.
Performance Assessment Representative (PAR)	The individual(s) assigned as a Technical Point of Contact (TPOC) / Subject Matter Expert (SME) to the COR to perform duties as the on-site representative who assesses Contractor performance. The PAR periodically observes Contractor performance, reviews delivered services, reviews quality management corrective actions, periodically assesses and documents Contractor performance on PAWs and the MPAS, and communicates findings as necessary with the Contractor, SPAR, and COR.
Pre-Expended Bin Materials and Supplies	The minor materials and supplies that are incidental to the job, for which the total direct cost of any one material line item shown on the material estimate is $10.00 or less. Examples of pre-expended bin materials and supplies include, but are not limited to, solder, lead, flux, electrical connectors, electrical tape, fuses, nails, screws, bolts, nuts, washers, spacers, masking tape, sand paper, solvent, cleaners, lubricants, grease, oil, rags, mops, glue, epoxy, spackling compound, joint tape, plumbers tape and compound, clips, welding rods, and touch up paint.
Property Administrator	An authorized representative of the Contracting Officer who is responsible for administering contract property requirements, terms and conditions of the contract
Property Management Program	A Government program established for the purpose of reviewing and approving the Contractor’s Property Management Plan and System through performance of a system analysis whenever government property is in the possession of the Contractor.
Quality Assurance (QA)	The planned and systematic activities implemented in a quality system so that quality requirements for a product or service will be fulfilled.
Quality Control (QC)	The observation techniques and activities used to fulfill requirements for quality.
R. S. Means	A data collection and organization system developed by R. S. Means Company which can be used to prepare accurate, dependable construction estimates and budgets in a variety of ways. The Contractor shall use the latest edition. Material prices are based on a national average and computed labor costs are based on a 30-city national average. An estimate prepared using this data is called a "Means estimate"; data may simply be referred to as "Means".
Real Property	Land and improvements to land (i.e., facilities). It includes equipment affixed and built into the facility as an integral part of the facility (such as heating systems), but not movable equipment (e.g., plant equipment, industrial equipment, buoys).

Attachment J-0200000-01
Definitions and Acronyms

Definition	Description
Real Property Inventory Equipment (RPIE)	A Government owned or leased individual pieces of equipment, apparatus, or fixture that are essential to the function of the real property (i.e. plumbing, electrical, heating, cooling and elevators). It is physically attached to, integrated into, and built in or on the property. Individual RPIE's can be combined to make a CIMU to facilitate facilities management. An individual RPIE can also be a CIMU if the equipment is complex enough to require its own management planning.
Regulated Waste	Any hazardous, non-hazardous, industrial process waste (aka special waste), e-waste, and/or off-specification HM, which because of its physical characteristics, chemical make-up or biological nature requires either special handling procedures and permitting, or poses an unusual threat to human health, equipment, property, or the environment. Examples include (but are not limited to) liquid sludge, pastes, and/or filter cakes, chemical compounds and/or petroleum products, fine powders or highly dusty materials, spent blast media and/or grit, demolition wastes from industrial facilities, debris and/or residues from spill cleanup work, underground storage tank remediation materials, pollution control wastes, ash from fires, furnaces, boilers or incinerators, off-specification products, other materials that have the potential to be a hazardous waste. All RW may be used or unused excess hazardous materials. Laboratory analysis may be required to verify the waste is not a RCRA-regulated hazardous waste.
Response Time	The time allowed the Contractor after initial notification of a work requirement to be physically on the premises at the work site with appropriate personnel, tools, equipment, and materials, ready to perform the work required.
Restoration	Restoration of real property to such a condition that it can be used for its intended purpose. Includes repair or replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident or other causes.
Sampling Plan	Plan and procedures to conduct sampling, field testing and laboratory analysis for a defined testing objective.
Satellite Accumulation Areas	Designated approved areas, at or near the point of generation and under the control of the operator generating the waste, where no more than 55 gallons (cumulative total) of all types of HW or 1 quart of acutely HW may be accumulated. The 55-gallon limit does not include non-RCRA regulated waste, universal waste and used oil etc.
Spill Prevention Control and Countermeasure (SPCC) Plan	The SPCC Plan establishes engineering controls including procedures, methods, equipment and other requirements to prevent the discharge of oil into or upon navigable waters. The Plan includes procedures for oil spill prevention, measures to contain spills and an established spill drill exercises to ensure effective countermeasures in the event of oil spill.
Sustainment	Maintenance and repair activities necessary to keep a typical inventory of facilities in "normal working condition". Sustainment includes regularly scheduled maintenance as well as cyclical major repairs or replacement of components that occur periodically over the expected service life of the facilities.
System	An assemblage of mechanically and/or electrically interlocked parts, equipment and/or components forming a unitary whole.
Unit Priced Labor (UPL) Hour	The fully burdened unit price bid by the Contractor to perform one hour of work-in-place. With the exception of direct material and construction equipment costs, the unit priced labor hour price shall include all indirect and direct costs associated with performing work, such as: the Contractor's hourly composite trade wage, adjusted to allow for workforce productivity; sub-contractor cost, costs for pre-expended bin materials, shipping and handling, wage determinations, union agreements, crew sizes, hand tools, equipment, universal equipment (excluding construction equipment), mobilization, demobilization, payroll burdens and fringes, overtime, job (field)

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Definition	Description
	overhead, clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance, general and administrative (home office) overhead, profit, and all other associated markups. Any indirect cost or additional markups not allowed in the definition of direct materials shall be included in the UPL price. Additionally, time for job preparation, safety standby personnel, and similar indirect labor elements are included.
Uniformat Classification	A standard classification of building components established by the National Institute of Standards and Technology.
Universal Equipment	Universal equipment refers to equipment that can cover two or more industries and is commercially employed in execution of operation, maintenance, and repair work, such as: Aerial Work Platforms, Backhoes, Cranes, Dump Trucks, Excavators, Generators, Graders, Lifts, Loaders, Man Lifts, Monitoring and Test Equipment, Pumps, Tractors, Trailers, etc.
Universal Waste (UW)	Universal Waste (UW) (defined in 40 CFR Part 273) means batteries, fluorescent lamps, some pesticides, and mercury-containing equipment formally classified as a HW, but that are now subject to less stringent regulations, when recycled if recycling is available.
Utility Infrastructure Condition Assessment Program (UICAP)	A comprehensive assessment processes for planning, managing, and executing Navy utility infrastructure inspections.

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Definitions and Acronyms

Acronym	Title
ACO	Administrative Contracting Officer
AFFF	Aqueous Film Forming Foam
BFR	Basic Facility Requirements
BW	Biweekly
CBMM	Condition Based Maintenance Management Program
CDR	Contract Discrepancy Report
CIA	Controlled Industrial Area
CIMU	Component Inventory Management Unit
CMMS	Computerized Maintenance Management System
CNSSI	Committee on National Security Systems Instruction
COR	Contracting Officer Representative
COR	Condition of Readiness
DBH	Diameter at Breast Height
DCR	Direct Condition Rating
DoD	Department of Defense
DoDI	Department of Defense Instruction
DoN	Department of Navy
DRMO	Defense Reutilization Management Office
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
FAR	Federal Acquisition Regulation
FFP	Firm Fixed Price
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FSC	Facility Support Contract
FSCM	Facility Support Contract Manager
GIS	Geospatial Information System
GFE	Government-furnished Equipment
GFF	Government-furnished Facilities
GFM	Government-furnished Materials
HCA	Head Contracting Agency
ICAP	Infrastructure Condition Assessment Program
ICP	Integrated Contingency Plan
IDIQ	Indefinite Delivery Indefinite Quantity
iNFADS	Internet Navy Facilities Asst Data Store
IPM	Integrated Pest Management
IPMIS	Integrated Pest Management Information System
IPMP	Integrated Pest Management Plan
KO	Contracting Officer
LAN	Local Area Network
M	Monthly
MAP	Maintenance Action Plan
MDI	Mission Dependency Index
MEP	Mechanical, Electrical and Plumbing
MILCON	Military Construction
MPAS	Monthly Performance Assessment Summary
MRI	Mission Readiness Index
MSDS	Material Safety Data Sheets
NAVFAC	Naval Facilities Engineering Command
NIST	National Institute of Standards and Technology
NIST SP	National Institute of Standards and Technology Special Publication

Attachment J-0200000-01
Definitions and Acronyms

Acronym	Title
NMCI	Navy Marine Corps Intranet
NOSC	Navy-On-Scene Coordinator
PAP	Performance Assessment Plan
PAR	Performance Assessment Representative
PAW	Performance Assessment Worksheet
PEO	Program Executive Officer
PM	Project Manager
PM	Planned Maintenance or Preventative Maintenance
POAM	Plan of Action and Milestones
PRCSP	Permit Required Confined Space Program
PWS	Performance Work Statement
PWO	Public Works Officer
Q	Quarterly
QC	Quality Control
RSIP	Regional Shore Infrastructure Plan
RPIE	Real Property Inventory Equipment
RSL	Remaining Service Life
SC	Security Clearances
SM	Semimonthly
SPAR	Senior Performance Assessment Representative
TE	Technical Exhibit
VIQ	Variation in Quantity
WBS	Work Breakdown Structure

Attachment J-0200000-02 Wage Determinations

"REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Daniel W. Simms
Director

Division of Wage Determinations

Wage Determination No.: 2015-4341
Revision No.: 32
Date Of Last Revision: 12/03/2025

States: North Carolina, Virginia

Area: North Carolina Counties of Currituck, Gates
Virginia Counties of Chesapeake, Gloucester, Hampton, Isle of Wight, James City, Mathews, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, Williamsburg, York

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		17.92
01012 - Accounting Clerk II		20.12
01013 - Accounting Clerk III		22.50
01020 - Administrative Assistant		32.04
01035 - Court Reporter		23.33
01041 - Customer Service Representative I		14.66
01042 - Customer Service Representative II		15.99
01043 - Customer Service Representative III		17.95
01051 - Data Entry Operator I		15.80
01052 - Data Entry Operator II		17.23
01060 - Dispatcher, Motor Vehicle		22.18
01070 - Document Preparation Clerk		15.83
01090 - Duplicating Machine Operator		15.83
01111 - General Clerk I		16.45
01112 - General Clerk II		17.94
01113 - General Clerk III		20.13
01120 - Housing Referral Assistant		23.97
01141 - Messenger Courier		18.48
01191 - Order Clerk I		17.93
01192 - Order Clerk II		19.56
01261 - Personnel Assistant (Employment) I		18.72
01262 - Personnel Assistant (Employment) II		20.94
01263 - Personnel Assistant (Employment) III		23.35
01270 - Production Control Clerk		30.09
01290 - Rental Clerk		18.43
01300 - Scheduler, Maintenance		19.23
01311 - Secretary I		19.23
01312 - Secretary II		21.51
01313 - Secretary III		23.97
01320 - Service Order Dispatcher		19.83
01410 - Supply Technician		32.04
01420 - Survey Worker		18.14
01460 - Switchboard Operator/Receptionist		16.67
01531 - Travel Clerk I		16.68
01532 - Travel Clerk II		18.72
01533 - Travel Clerk III		20.51
01611 - Word Processor I		16.56
01612 - Word Processor II		18.59

01613 - Word Processor III	20.79
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	25.82
05010 - Automotive Electrician	23.82
05040 - Automotive Glass Installer	22.59
05070 - Automotive Worker	22.59
05110 - Mobile Equipment Servicer	20.36
05130 - Motor Equipment Metal Mechanic	25.00
05160 - Motor Equipment Metal Worker	22.59
05190 - Motor Vehicle Mechanic	25.00
05220 - Motor Vehicle Mechanic Helper	19.18
05250 - Motor Vehicle Upholstery Worker	21.46
05280 - Motor Vehicle Wrecker	22.59
05310 - Painter, Automotive	23.82
05340 - Radiator Repair Specialist	22.59
05370 - Tire Repairer	17.34
05400 - Transmission Repair Specialist	25.00
07000 - Food Preparation And Service Occupations	
07010 - Baker	14.77
07041 - Cook I	17.88
07042 - Cook II	19.82
07070 - Dishwasher	13.76
07130 - Food Service Worker	14.98
07210 - Meat Cutter	19.08
07260 - Waiter/Waitress	14.72
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	28.37
09040 - Furniture Handler	15.20
09080 - Furniture Refinisher	21.32
09090 - Furniture Refinisher Helper	17.16
09110 - Furniture Repairer, Minor	19.21
09130 - Upholsterer	22.19
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	16.05
11060 - Elevator Operator	15.14
11090 - Gardener	20.98
11122 - Housekeeping Aide	15.14
11150 - Janitor	15.14
11210 - Laborer, Grounds Maintenance	17.50
11240 - Maid or Houseman	14.39
11260 - Pruner	16.03
11270 - Tractor Operator	19.78
11330 - Trail Maintenance Worker	17.50
11360 - Window Cleaner	16.53
12000 - Health Occupations	
12010 - Ambulance Driver	20.43
12011 - Breath Alcohol Technician	21.51
12012 - Certified Occupational Therapist Assistant	34.69
12015 - Certified Physical Therapist Assistant	34.36
12020 - Dental Assistant	22.42
12025 - Dental Hygienist	45.47
12030 - EKG Technician	36.53
12035 - Electroneurodiagnostic Technologist	36.53
12040 - Emergency Medical Technician	20.43
12071 - Licensed Practical Nurse I	23.47
12072 - Licensed Practical Nurse II	26.26
12073 - Licensed Practical Nurse III	29.27
12100 - Medical Assistant	18.71
12130 - Medical Laboratory Technician	26.57
12160 - Medical Record Clerk	21.28
12190 - Medical Record Technician	23.80
12195 - Medical Transcriptionist	18.19
12210 - Nuclear Medicine Technologist	46.27

12221 - Nursing Assistant I		13.05
12222 - Nursing Assistant II		14.68
12223 - Nursing Assistant III		16.02
12224 - Nursing Assistant IV		17.98
12235 - Optical Dispenser		24.66
12236 - Optical Technician		20.83
12250 - Pharmacy Technician		20.29
12280 - Phlebotomist		19.78
12305 - Radiologic Technologist		35.29
12311 - Registered Nurse I		26.81
12312 - Registered Nurse II		32.80
12313 - Registered Nurse II, Specialist		32.80
12314 - Registered Nurse III		39.68
12315 - Registered Nurse III, Anesthetist		39.68
12316 - Registered Nurse IV		47.56
12317 - Scheduler (Drug and Alcohol Testing)		32.54
12320 - Substance Abuse Treatment Counselor		27.68
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		24.76
13012 - Exhibits Specialist II		30.69
13013 - Exhibits Specialist III		37.20
13041 - Illustrator I		25.87
13042 - Illustrator II		32.05
13043 - Illustrator III		39.22
13047 - Librarian		35.79
13050 - Library Aide/Clerk		17.34
13054 - Library Information Technology Systems Administrator		32.05
13058 - Library Technician		18.63
13061 - Media Specialist I		23.13
13062 - Media Specialist II		25.87
13063 - Media Specialist III		28.85
13071 - Photographer I		18.36
13072 - Photographer II		21.89
13073 - Photographer III		27.12
13074 - Photographer IV		31.12
13075 - Photographer V		37.65
13090 - Technical Order Library Clerk		21.76
13110 - Video Teleconference Technician		24.51
14000 - Information Technology Occupations		
14041 - Computer Operator I		18.79
14042 - Computer Operator II		21.01
14043 - Computer Operator III		23.42
14044 - Computer Operator IV		26.03
14045 - Computer Operator V		28.83
14071 - Computer Programmer I	(see 1)	25.93
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	
14150 - Peripheral Equipment Operator		18.79
14160 - Personal Computer Support Technician		26.03
14170 - System Support Specialist		28.83
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		33.58
15020 - Aircrew Training Devices Instructor (Rated)		40.63
15030 - Air Crew Training Devices Instructor (Pilot)		48.71
15050 - Computer Based Training Specialist / Instructor		33.58
15060 - Educational Technologist		40.49
15070 - Flight Instructor (Pilot)		48.71
15080 - Graphic Artist		29.22

15085 - Maintenance Test Pilot, Fixed, Jet/Prop	48.71
15086 - Maintenance Test Pilot, Rotary Wing	48.71
15088 - Non-Maintenance Test/Co-Pilot	48.71
15090 - Technical Instructor	28.53
15095 - Technical Instructor/Course Developer	34.90
15110 - Test Proctor	23.03
15120 - Tutor	23.03
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	14.40
16030 - Counter Attendant	14.40
16040 - Dry Cleaner	16.56
16070 - Finisher, Flatwork, Machine	14.40
16090 - Presser, Hand	14.40
16110 - Presser, Machine, Drycleaning	14.40
16130 - Presser, Machine, Shirts	14.40
16160 - Presser, Machine, Wearing Apparel, Laundry	14.40
16190 - Sewing Machine Operator	17.26
16220 - Tailor	17.95
16250 - Washer, Machine	15.17
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	26.66
19040 - Tool And Die Maker	31.95
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	22.38
21030 - Material Coordinator	30.09
21040 - Material Expediter	30.09
21050 - Material Handling Laborer	18.53
21071 - Order Filler	16.74
21080 - Production Line Worker (Food Processing)	22.38
21110 - Shipping Packer	19.25
21130 - Shipping/Receiving Clerk	19.25
21140 - Store Worker I	16.44
21150 - Stock Clerk	20.60
21210 - Tools And Parts Attendant	22.38
21410 - Warehouse Specialist	22.38
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	38.30
23019 - Aircraft Logs and Records Technician	31.28
23021 - Aircraft Mechanic I	36.45
23022 - Aircraft Mechanic II	38.30
23023 - Aircraft Mechanic III	40.09
23040 - Aircraft Mechanic Helper	27.99
23050 - Aircraft, Painter	34.75
23060 - Aircraft Servicer	31.28
23070 - Aircraft Survival Flight Equipment Technician	34.75
23080 - Aircraft Worker	32.92
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	32.92
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	36.45
23110 - Appliance Mechanic	26.58
23120 - Bicycle Repairer	24.55
23125 - Cable Splicer	32.15
23130 - Carpenter, Maintenance	23.70
23140 - Carpet Layer	27.22
23160 - Electrician, Maintenance	29.23
23181 - Electronics Technician Maintenance I	29.66
23182 - Electronics Technician Maintenance II	31.31
23183 - Electronics Technician Maintenance III	32.84
23260 - Fabric Worker	25.87
23290 - Fire Alarm System Mechanic	26.45
23310 - Fire Extinguisher Repairer	24.55
23311 - Fuel Distribution System Mechanic	33.28

23312 - Fuel Distribution System Operator 27.11
23370 - General Maintenance Worker 22.43
23380 - Ground Support Equipment Mechanic 36.45
23381 - Ground Support Equipment Servicer 31.28
23382 - Ground Support Equipment Worker 32.92
23391 - Gunsmith I 24.55
23392 - Gunsmith II 27.22
23393 - Gunsmith III 30.14
23410 - Heating, Ventilation And Air-Conditioning Mechanic 29.11
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility) 30.59
23430 - Heavy Equipment Mechanic 29.68
23440 - Heavy Equipment Operator 23.97
23460 - Instrument Mechanic 32.70
23465 - Laboratory/Shelter Mechanic 28.74
23470 - Laborer 18.53
23510 - Locksmith 26.33
23530 - Machinery Maintenance Mechanic 30.32
23550 - Machinist, Maintenance 30.91
23580 - Maintenance Trades Helper 18.52
23591 - Metrology Technician I 32.70
23592 - Metrology Technician II 34.36
23593 - Metrology Technician III 35.96
23640 - Millwright 29.08
23710 - Office Appliance Repairer 25.03
23760 - Painter, Maintenance 21.70
23790 - Pipefitter, Maintenance 29.34
23810 - Plumber, Maintenance 27.97
23820 - Pneudraulic Systems Mechanic 30.14
23850 - Rigger 30.23
23870 - Scale Mechanic 27.22
23890 - Sheet-Metal Worker, Maintenance 29.71
23910 - Small Engine Mechanic 21.16
23931 - Telecommunications Mechanic I 29.09
23932 - Telecommunications Mechanic II 30.54
23950 - Telephone Lineman 32.68
23960 - Welder, Combination, Maintenance 30.59
23965 - Well Driller 29.66
23970 - Woodcraft Worker 30.14
23980 - Woodworker 24.55
24000 - Personal Needs Occupations
24550 - Case Manager 19.13
24570 - Child Care Attendant 13.62
24580 - Child Care Center Clerk 16.98
24610 - Chore Aide 13.36
24620 - Family Readiness And Support Services Coordinator 19.13
24630 - Homemaker 19.13
25000 - Plant And System Operations Occupations
25010 - Boiler Tender 31.14
25040 - Sewage Plant Operator 25.96
25070 - Stationary Engineer 31.14
25190 - Ventilation Equipment Tender 23.89
25210 - Water Treatment Plant Operator 25.96
27000 - Protective Service Occupations
27004 - Alarm Monitor 23.40
27007 - Baggage Inspector 18.18
27008 - Corrections Officer 24.40
27010 - Court Security Officer 26.21
27030 - Detection Dog Handler 20.34
27040 - Detention Officer 24.40
27070 - Firefighter 28.02

27101 - Guard I	18.18
27102 - Guard II	20.34
27131 - Police Officer I	26.13
27132 - Police Officer II	29.04
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	16.12
28042 - Carnival Equipment Repairer	17.11
28043 - Carnival Worker	13.05
28210 - Gate Attendant/Gate Tender	20.36
28310 - Lifeguard	14.67
28350 - Park Attendant (Aide)	22.78
28510 - Recreation Aide/Health Facility Attendant	16.63
28515 - Recreation Specialist	28.23
28630 - Sports Official	18.15
28690 - Swimming Pool Operator	19.26
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	30.70
29020 - Hatch Tender	30.70
29030 - Line Handler	30.70
29041 - Stevedore I	29.17
29042 - Stevedore II	32.41
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	46.76
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	32.25
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	35.51
30021 - Archeological Technician I	19.51
30022 - Archeological Technician II	21.83
30023 - Archeological Technician III	27.05
30030 - Cartographic Technician	27.05
30040 - Civil Engineering Technician	28.45
30051 - Cryogenic Technician I	29.95
30052 - Cryogenic Technician II	33.08
30061 - Drafter/CAD Operator I	19.51
30062 - Drafter/CAD Operator II	21.83
30063 - Drafter/CAD Operator III	24.34
30064 - Drafter/CAD Operator IV	29.95
30081 - Engineering Technician I	19.81
30082 - Engineering Technician II	22.24
30083 - Engineering Technician III	24.87
30084 - Engineering Technician IV	30.81
30085 - Engineering Technician V	37.68
30086 - Engineering Technician VI	45.59
30090 - Environmental Technician	25.87
30095 - Evidence Control Specialist	27.05
30210 - Laboratory Technician	23.12
30221 - Latent Fingerprint Technician I	28.48
30222 - Latent Fingerprint Technician II	31.45
30240 - Mathematical Technician	35.52
30361 - Paralegal/Legal Assistant I	22.65
30362 - Paralegal/Legal Assistant II	28.06
30363 - Paralegal/Legal Assistant III	34.34
30364 - Paralegal/Legal Assistant IV	41.53
30375 - Petroleum Supply Specialist	33.08
30390 - Photo-Optics Technician	27.05
30395 - Radiation Control Technician	33.08
30461 - Technical Writer I	26.31
30462 - Technical Writer II	32.18
30463 - Technical Writer III	38.93
30491 - Unexploded Ordnance (UXO) Technician I	29.72
30492 - Unexploded Ordnance (UXO) Technician II	35.95
30493 - Unexploded Ordnance (UXO) Technician III	43.09
30494 - Unexploded (UXO) Safety Escort	29.72
30495 - Unexploded (UXO) Sweep Personnel	29.72

30501 - Weather Forecaster I		29.95
30502 - Weather Forecaster II		36.43
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	24.34
30621 - Weather Observer, Senior	(see 2)	27.05
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		35.95
31020 - Bus Aide		17.48
31030 - Bus Driver		22.08
31043 - Driver Courier		17.61
31260 - Parking and Lot Attendant		14.16
31290 - Shuttle Bus Driver		16.99
31310 - Taxi Driver		14.88
31361 - Truckdriver, Light		18.68
31362 - Truckdriver, Medium		19.68
31363 - Truckdriver, Heavy		23.57
31364 - Truckdriver, Tractor-Trailer		23.57
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		17.53
99030 - Cashier		13.83
99050 - Desk Clerk		14.45
99095 - Embalmer		30.76
99130 - Flight Follower		29.72
99251 - Laboratory Animal Caretaker I		16.07
99252 - Laboratory Animal Caretaker II		17.07
99260 - Marketing Analyst		31.22
99310 - Mortician		30.76
99410 - Pest Controller		18.68
99510 - Photofinishing Worker		15.62
99710 - Recycling Laborer		23.39
99711 - Recycling Specialist		26.50
99730 - Refuse Collector		21.31
99810 - Sales Clerk		14.32
99820 - School Crossing Guard		17.38
99830 - Survey Party Chief		25.34
99831 - Surveying Aide		15.82
99832 - Surveying Technician		23.04
99840 - Vending Machine Attendant		18.05
99841 - Vending Machine Repairer		21.24
99842 - Vending Machine Repairer Helper		18.05

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Note: Executive Order 13658 generally applies to contracts subject to the Service Contract Act that were awarded on or between January 1, 2015 and January 29, 2022, and that have not been renewed or extended on or after January 30, 2022. If a

contract is subject to Executive Order 13658, the contractor must pay all covered workers at least $13.30 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in 2025. The applicable Executive Order minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under Executive Order 13658 is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $5.55 per hour, up to 40 hours per week, or $222.00 per week or $962.00 per month

HEALTH & WELFARE EO 13706: $5.09 per hour, up to 40 hours per week, or $203.60 per week, or $882.27 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 8 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (See 29 CFR 4.173)

HOLIDAYS: A minimum of eleven paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: This wage determination does not apply to any individual employed in a bona fide executive, administrative, or professional capacity, as defined in 29 C.F.R. Part 541. (See 41 C.F.R. 6701(3)). Because most Computer Systems Analysts and Computer Programmers who are paid at least $27.63 per hour (or at least $684 per week if paid on a salary or fee basis) likely qualify as exempt computer professionals under 29 U.S.C. 213(a)(1) and 29 U.S.C. 213(a)(17), this wage determination may not include wage rates for all occupations within those job families. In such instances, a conformance will be necessary if there are nonexempt employees in these job families working on the contract.

Job titles vary widely and change quickly in the computer industry, and are not determinative of whether an employee is an exempt computer professional. To be exempt, computer employees who satisfy the compensation requirements must also have a primary duty that consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

Any computer employee who meets the applicable compensation requirements and the above duties test qualifies as an exempt computer professional under both section 13(a)(1) and section 13(a)(17) of the Fair Labor Standards Act. (Field Assistance Bulletin No. 2006-3 (Dec. 14, 2006)). Accordingly, this wage determination will not apply to any exempt computer employee regardless of which of these two exemptions is utilized.

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of ""wash and wear"" materials, may be routinely washed and dried with other personal garments, and do

not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the ""Service Contract Act Directory of Occupations"", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy

of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the ""Service Contract Act Directory of Occupations"" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1))."

REGISTER OF WAGE DETERMINATION UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Diane Koplewski Director — Division of Wage Determinations	Wage Determination No.: CBA-2026-29 Revision No.: 1 Date Of Last Revision: 01/22/2026

State: Virginia

Area: Norfolk

Employed on NAVFAC MID-ATLANTIC contract for CUSTODIAL SERVICES AT NAVAL STATION NORFOLK, NORFOLK, VIRGINIA.

Collective Bargaining Agreement between contractor: Titan Facility Services, LLC, and union: Laborers' International Union of North America, AFL-CIO Local , effective 04/01/2023 through 04/15/2026.

In accordance with Section 2(a) and 4(c) of the Service Contract Act, as amended, employees employed by the contractor(s) in performing services covered by the Collective Bargaining Agreement(s) are to be paid wage rates and fringe benefits set forth in the current collective bargaining agreement and modified extension agreement(s).

NATIONAL SERVICE CONTRACT AGREEMENT

BETWEEN

LABORERS' INTERNATIONAL UNION OF NORTH AMERICA, AFL-CIO

AND

TITAN FACILITY SERVICES, LLC.

EFFECTIVE: 04/01/2023

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NATIONAL SERVICE CONTRACT AGREEMENT

THIS AGREEMENT made and entered into this **1st** day of **April 2023** by and between **Titan Facility Services, LLC** (hereinafter referred to as the Employer), and the LABORERS' INTERNATIONAL UNION OF NORTH AMERICA, AFL-CIO (hereinafter referred to as the Union).

ARTICLE I
PURPOSE AND SCOPE

It is the intent and purpose of the parties hereto to set forth herein the basic agreement covering wages, hours of work and conditions of employment to be observed between the parties hereto, and to provide procedures for prompt, equitable adjustments of alleged grievances to the end that there shall be no work stoppages, strikes or lockouts during the life of this Agreement.

ARTICLE II
UNION RECOGNITION

Section l The Employer recognizes the Union as the sole exclusive collective bargaining representative of all employees of the Employer with respect to wages, hours and all other terms and conditions of employment.

Section 2 At such time as a majority of the employees of the Employer, at a location not covered by this Agreement, which is not an accretion to existing bargaining units, designates the Union as their collective bargaining representative, as evidenced by a card check, they shall be covered by this Agreement, effective on the same date that the Addendum A covering wages becomes effective. The effective date of Addendum A is determined in the negotiations of wages between the Union and the Employer.

Section 3 Should a dispute arise between the parties with reference to the card check, either party may refer such dispute to the arbitration procedure contained in the Agreement.

ARTICLE III
UNION SECURITY

Section 1 All present employees who are members of the Union, on the effective date of this Agreement, shall remain members as a condition of employment. All present employees who are not members of the Union shall, as a condition of employment, become members of the Union no later than the thirty first (31st) day after the effective date of this Agreement. New employees hired hereafter shall, as a condition of employment, become members of the Union no later than the thirty first (31st) day of their employment. Membership means the payment of an amount of money equal to the Local Union's regular and uniformly imposed initiation fees and dues. Failure to comply with this requirement shall result in discharge of the employee upon written notification to the Employer by the Union, that an employee has failed to tender the appropriate dues and fees uniformly imposed upon all employees in the bargaining unit.

Section 2 The foregoing provision shall not apply in any state to the extent that it may be prohibited by state law. However, the Union is required under this Agreement, to represent all of the employees in the bargaining unit, fairly and equally, without regard to whether or not an employee is a member of the Union. The terms of this Agreement have been made for all employees in the bargaining unit and not for members of the Union only. Accordingly, it is fair and equitable that each employee in the bargaining unit assumes his/her fair share of meeting the Union's cost and expenses in performing its duties, as the exclusive bargaining representative.

Section 3 When work covered by this Agreement is to be performed upon property of the United States Government (as to which the provisions of any state's "right-to-work" laws are inapplicable), Section 1 shall apply for the duration of such work.

Section 4 In the event that in any or all of the states described in Section 2 of this Article, a decision or action of the United States Congress, State Legislature, or a court or administrative board of competent jurisdiction shall make the "Union Shop" or "Agency Shop" a lawful practice, the same shall become operable immediately and shall apply to all present and future employees.

Section 5 The Union agrees to indemnify the Employer for any costs, including legal fees, or liability incurred as a result of the Union's implementation and enforcement of the provisions of this article.

ARTICLE IV
DUES CHECK-OFF

Section 1 The employer agrees to honor check-off cards, signed by individual employees, which authorizes the Employer to deduct from the employee's paycheck each month, the union dues, lawful fees & assessments as certified by the Union and contributions, and remit same within twenty (20) days, to the Secretary-Treasurer of the appropriate Local Union. The Union agrees that in the event of any change in the Union's dues structure, it will notify the Employer twenty (20) days prior to the first (1st) pay period of the following month. The Employer will furnish the Union with the names and addresses of all newly hired employees.

Section 2 The Employer agrees to deduct and transmit to the Laborers' Political League, five cents ($.05) for each hour worked from the wages of those employees who have voluntarily authorized such contributions on the forms provided for that purpose by the Union. The transmittals shall occur monthly and shall be accompanied by a list of names of those employees for whom such deductions have been made, and the amount deducted for each such employee.

ARTICLE V
NO DISCRIMINATION

Neither the Employer nor the Union shall discriminate against, or in favor of, any employee on account of race, color, creed, national origin, political belief, sex, age, veterans status or disabled, because any employee exercised his/her rights under any federal or state law. All Employer policies, rules and interpretations of this Agreement shall be applied equally to employees in the bargaining unit.

ARTICLE VI
UNION REPRESENTATION

Section 1 The number and need of Stewards shall be determined by the Union and appointments thereof will be made by the appropriate Business Manager. The Union agrees to limit the number of Stewards to a maximum of one (1) per shift where possible.

Section 2 The Local Union shall supply the contractor in writing and shall maintain with the contractor on a current basis, a complete list of all authorized Stewards, together with the designation of the group of employees each is authorized to represent.

Section 3 The Employer agrees to recognize the officers and duly designated representatives of the Local Union and shall be kept advised, in writing, by the Local Union of the names of its officers and representatives.

Section 4 The Employer agrees that in the event it is planned to transfer a Steward, officer, or representative from one work shift and/or shop to another, it will inform the Local Union five (5) days prior to taking such action.

Section 5 Authorized agents of the Union shall have access to the Employer's establishment during working hours for the purpose of adjusting disputes, investigating working conditions, collection of dues, and ascertaining that the Agreement is being adhered to, provided, however, that advance notice be given so that such visits do not unduly interfere with the Employer's operation. All visits are subject to Government regulations.

ARTICLE VII
DISCHARGE OR SUSPENSION

Section 1 The Employer shall not discipline or discharge any employee without just cause. An employee shall be subject to discharge for the following reasons:

(a) Significant dishonesty, which includes meaningful falsification of time cards, time clock, or time sheets.

(b) Intoxication during working hours.

(c) Use, possession, and/or distribution of illegal drugs, or being under the influence of illegal drugs during working hours.

(d) Fighting while on the premises.

(e) Deliberate significant property damage or other such gross misconduct.

(f) Not reporting to work, or over-staying an authorized leave of absence, without notifying the Employer for three (3) consecutive workdays.

(g) A significant false statement made on the application for employment, or to the medical examiner, with the intent to deceive.

(h) Unauthorized possession of firearms or explosives within facilities.

(i) Employees permanently restricted by the Government from entering the Government installation.

(j) Sleeping on the job.

Section 2 Other than a discharge for a reason identified above in Section 1, the Employer shall impose progressive discipline in the following manner:

(a) First Offense within any consecutive 12 month period: Written warning and counseling

(b) Second Offense within any consecutive 12 month period: One (1) day suspension

(c) Third Offense within any consecutive 12 month period: Dismissal, or three (3) day suspension, at the Employer's discretion

(d) Fourth Offense within any consecutive 12 month period: Dismissal, or five (5) day suspension, at the Employer's discretion

(e) Fifth Offense within any consecutive
12 month period: Dismissal, or fifteen (15) day suspension, at the Employer's discretion

Section 3 No employee may be discharged unless at least one prior offense within any consecutive 12 month period is similar to the ground(s) for the proposed discharge.

Section 4 Pursuant to the Worker Adjustment and Retraining Notification Act (Title 29 U.S. Code, Section 2103), the parties understand that all employees have been hired by the Employer to fulfill the Employer's service contract with the U.S. Government, and employment is therefore limited to the duration of the Employer's undertaking. It is further understood that the employees' employment will terminate upon completion of the service contract if the Employer’s contract is not renewed.

ARTICLE VIII
GRIEVANCE PROCEDURE AND ARBITRATION

Section 1 The parties to this Agreement, in the interest of resolving all disputes, complaints or grievances, in connection with the interpretation or application of the terms of this Agreement, have settled upon the following orderly and peaceful procedures:

Step One: The employee shall immediately report to his/her Steward any complaints, disputes or grievances which he/she believes requires adjustment. The Steward, designated by the Union, shall immediately investigate to ascertain whether the complaint has merit and report the results thereof to the Union Business Manager. The Union shall be the sole judge as to the validity of any grievance and in the event the Business Manager believes the grievance has merit, he/she shall attempt to resolve the dispute with the Employer's Supervisor, within ten (10) working days after notice thereof. If the dispute is not resolved within that period of time, the matter shall be referred to Step Two, in writing, within ten (10) days. If the matter is not referred within the ten (10) days, the matter shall be closed.

Step Two: The Business Manager shall refer the matter in writing, to the General President of the International Union or his designee, and a copy to the Employer. The two (2) parties will then meet in an effort to settle the grievance. If no satisfactory settlement is arrived at within ten (10) days, either party may, within ten (10) additional days, refer the matter to Step Three, Arbitration. Prior to Arbitration, the Employer or the Union by mutual consent may request Mediation through the Federal Mediation and Conciliation Service. The General President of the International Union, or his designee, shall have full authority to determine whether or not the Union wishes to process the grievance into Step Three, Arbitration.

Step Three: The Party invoking the provision of Step Three shall call upon the Federal Mediation and Conciliation Service to supply both the Employer and the Union with a list consisting of at least three (3) and not more than five (5) individuals who would serve as Arbitrator. The parties may then invoke the usual procedures to strike off objectionable names. The party invoking arbitration shall strike first. The decision of the Arbitrator shall be final and binding upon both parties. The cost of such arbitration shall be shared equally by both parties.

Section 2 The parties may, by mutual consent, select a mutually acceptable neutral individual to act as a temporary or permanent Arbitrator for disputes arising under the terms of this Agreement.

ARTICLE IX
SENIORITY

Section 1 The Employer recognizes seniority for all employees who have been continuously employed at the same location for a period of thirty (30) calendar days, based upon the length of continuous service, with previous, present and succeeding Employers, according to the Employer's and the Union's records. Seniority is an important factor to be considered by it in shift assignments, promotions, demotions, lay-offs, and recalls after lay-offs within the unit. However, the Employer may also consider efficiency and capability, provided that when these factors are approximately equal, seniority shall prevail.

Section 2 A break in seniority shall occur in the following events:

(a) If an employee quits.

(b) If an employee is discharged for cause.

(c) Not reporting to work, or over-staying an authorized leave of absence, without notifying the Employer for three (3) consecutive workdays.

(d) If an employee is laid off for more than six (6) months.

(e) If an employee leaves due to military TDY assignment.

Section 3 The Employer shall supply the Union with an up-to-date seniority list on the effective date of this Agreement and at the start of each contract year under the Employer's contract with the Activity, every six (6) months thereafter, and at the termination of the Employer's contract with the Activity.

Section 4 Every new (non-seniority) employee hired by the Employer shall be on probation for a period of thirty (30) calendar days and during this probationary period, an employee may be dismissed for any reason. Any employee so dismissed, shall not have a right to invoke the grievance and arbitration procedure of this Agreement.

ARTICLE X
PROMOTIONS

Section 1 When the Employer determines that a vacancy exists in the classification of Group Leader, a notice of the vacancy shall be posted for a period of three (3) calendar days in the normal posting locations. Any employee in the bargaining unit shall be permitted to sign the notice indicating his/her desire to be selected for the position.

Section 2 In effecting a promotion, the Employer will first give consideration to employees of the unit and selection will be made therefrom unless an outside applicant is clearly better qualified.

Section 3 The application of all candidates will be reviewed with full regard given to each candidate's skills, abilities and experience. In making selections for promotion within the bargaining unit, the Employer may consider willingness to relocate as a criteria, however, all other factors being equal, the Employer agrees to promote the most senior employee.

ARTICLE XI
LEAVE OF ABSENCE

Section 1. - Personal Leave of Absence.

A leave of absence without pay for reasonable cause, as determined by the Employer, may be granted for a period up to ninety (90) calendar days, with written approval of the employee's Supervisor at least fifteen (15) days in advance of such leave of absence, providing the employee can be spared from his/her regularly assigned job duties. Employees who are away for a period longer than the term of the leave of absence, or who accepts employment elsewhere without permission of the Employer during such leaves of absence, shall be considered to have voluntarily terminated their employment with the Employer. Employees shall not receive holiday pay for any holiday which

falls during the period they are on leave without pay. Employees on leaves of absence without pay shall not accrue sick leave or vacation for those periods of absence.

Section 2. - Military Leave of Absence.

(a) The Employer and the Union agree to abide by the provisions of the Selective Service Act, and the Veteran's Reemployment Act, insofar as the provisions of said Acts apply to the rights of employees and the obligations of the Employer.

(b) Employees who are members of the National Guard and Military Reserve Units, shall be granted necessary time off, without pay, in order that they may fulfill their military obligations. These employees must notify their Supervisor immediately upon receiving notifications of training period or other obligations requiring a military leave of absence. Employees may elect to use earned vacation benefits (if eligible) during periods of military service.

(c) Active military personnel shall not be granted any leave of absence for any military TDY assignments by their military agency. Per Article IX, Section 3(e), an employee leaving his/her work due to a TDY assignment, shall lose his/her seniority rights.

Section 3. - Injury or Sickness Leaves of Absence.

An employee desiring leave of absence from his/her employment shall secure written permission from the Employer. The maximum leave of absence shall be for ninety (90) days. Permission for leave must be secured from the Employer with a copy mailed to the Union. Granting of leave of absences shall be for the following reasons: sickness, death in the immediate family, Union activities, and cases considered extreme hardship for an employee or any member of his/her immediate family, military duty, and in the case of compensation injuries or occupational disease. Leave of absence shall not cause a change in seniority date. If benefits accrue during a year in which a leave of absence is taken, they shall be prorated according to service during that year. Leave of absence for maternity shall be granted in accordance with applicable law.

Section 4. - Medical Treatment.

The Employer provides Workmen's Compensation coverage for employees who sustain an injury or contract a sickness covered by Workmen's Compensation. The Employer will pay the injured or sick employee the difference between hours actually worked and hours scheduled on the date of the compensable injury.

ARTICLE XII
WAGES

Employees shall be paid wages, shift premiums and fringe benefits in accordance with the schedule of wages identified as Addendum A for each location. The rates of pay, shift premiums and fringe benefits, shall be negotiated between the Employer and designated representatives of the International Union that has jurisdiction to represent the employees.

ARTICLE XIII
SHIFT SCHEDULING, BASIC WORKWEEK & HOURS OF WORK

All employees shall be assigned to work in accordance with the hours of work and shifts determined by the Employer and identified as Addendum A for each location.

Section 1 - Workweek

The regular workweek for all employees shall begin and end at 12:00 midnight on Saturday. The Employer will make every effort in scheduling to ensure that no employee works more than seven (7) consecutive days. Due to the inconsistent tasks and frequency scheduling required by the contracting agency, the Union recognizes the fact that it is impossible to place all of the Employer's employees on a thirty five (35) hour workweek, therefore, the Employer agrees to place as many employees as possible on a thirty five (35) hour, five (5) day per week workweek. Employees who are unable to report to work on time are to call in at least two (2) hours prior to the start of their shift if possible.

Section 2 - Days Off

Each full time employee shall have two (2) scheduled days off in each regular workweek. The Employer must notify the affected employee at least two (2) calendar days in advance of any change in regular "scheduled days off". Where employees are required to maintain continuous operation of departments or assignments, days off may be fixed or rotated consistent with the requirements of the service. The Employer will make every reasonable effort to arrange work schedules so that a maximum number of employees will be off duty on two (2) consecutive days consistent with operational requirements.

Section 3 - Shifts

Shifts for all regular employees shall be established as follows:

(a) Shifts will be established by the Employer to best accomplish the task and frequency schedules.

(b) Employees transferred from one shift to another shall receive at least twenty-four (24) hours notice except during an emergency.

(c) Emergency Discontinuance of Operation

In the event of any emergency (e.g., severe weather conditions) requiring the discontinuance of the Employer's operations, employees will be released from work and/or will be excused from their obligation to report for work at least to the same extent as employees shall be paid for the remainder of the shift or scheduled duty hours whenever the installation is closed due to weather conditions or other circumstances beyond control. When emergency closures occur and the employer is compensated by the government as if the operations continued normally; the employee will also be compensated accordingly. This will be applicable to closure due to Presidential Executive Orders or any other lawful order by the government.

(d) There shall be a fifteen (15) minute rest period during the first half of each employee's shift providing their scheduled workday exceeds five (5) hours. Such rest periods shall be taken without loss of pay at a work location to be determined by the Employer. Employees scheduled to work five (5) hours or less in any one (1) workday, shall not be granted rest periods.

(e) No employee shall be required to work more than four (4) hours without a lunch period. Meal periods shall be a minimum of one half (1/2) hour and a maximum of one (1) hour and shall be without pay.

(f) The provisions of this Article shall not be construed as a limitation upon the number of hours per day per week the Employer may operate business or schedule its employees, nor shall it be construed as a guarantee of the minimum of hours available to employees.

ARTICLE XIV
SHOW UP AND REPORTING TIME

Any employee reporting for work at the regular starting time when he/she has not been notified not to report and for whom no work is provided, shall receive two (2) hours pay at his/her regular hourly rate. Any employee reporting for work at the regular starting time, and who is placed at work, shall be paid for no less than four (4) hours at his/her regular rate, even though four (4) hours have not been worked. If more than four (4) hours are worked in any one (1) shift, an employee shall receive pay for actual hours worked. Any employee called in outside his/her regular working hours, or on his/her scheduled day(s) off, shall be guaranteed a minimum of three (3) hours pay at the regular rate.

ARTICLE XV
OVERTIME

Overtime shall be paid at the rate of one and one half (1-1/2) times the straight hourly rate. Overtime shall be defined as all work performed in excess of forty (40) hours in any workweek (or as otherwise defined by law). Nothing in this Article shall prevent an employee from seeking a claim for overtime in accordance with the grievance and arbitration procedures of this Agreement.

The Employer will distribute overtime work as is necessary, and as fairly as possible between employees affected by such overtime work.

ARTICLE XVI
HOLIDAYS

Section 1 Employees shall be entitled to the number of paid holidays as identified in Addendum A covering their location. Any employee who is absent without an acceptable excuse on the scheduled workday immediately preceding, and/or the scheduled workday immediately following a holiday, shall forfeit his/her right to be paid for such holiday. If an employee is prevented from working on the workday immediately preceding or the workday immediately following a holiday because of illness attested to by a physician, or death in his/her immediate family, such fact

shall constitute an acceptable excuse. (Immediate family shall include spouse, parent, grandchild, grandparent, stepparents, brother, sister and child/stepchildren).

Section 2 The holidays as listed below will be observed as non-work days. Whenever such holidays as determined fall on a Saturday and the activity, except those required to operate during holiday periods, may be closed to public business on the preceding Friday, or the succeeding Monday, in lieu of such holidays, then such Friday or Monday, shall be deemed to be a holiday.

(1) New Year's Day
(2) Martin Luther King's Birthday
(3) President's Day
(4) Memorial Day
(5) Independence Day
(6) Labor Day
(7) Columbus Day
(8) Veteran's Day
(9) Thanksgiving Day
(10) Christmas Day

In locations where there are more than ten (10) holidays, the additional holidays shall be specified as the member's birthday or specified on the Addendum A and in the Department of Labor Wage Determination.

Section 3 Employees working on a holiday within their basic workweek, (40 hours or less) will receive the same pay as they would normally receive on a regular work day, plus a regular day's pay in lieu of the day off.

Section 4 Employees working on a holiday beyond their basic workweek, meaning a sixth (6th) or seventh (7th) day, and in excess of forty (40) hours, shall receive payment at the rate of time and one half (1-1/2) for that day, plus a regular days pay in lieu of the day off.

Section 5 If one (1) of the aforementioned holidays falls within an employee's scheduled vacation, such employee shall receive one (1) additional day of paid vacation.

Section 6 The Employer shall allow time off with pay for any other holiday which may hereinafter be declared as a general holiday by the President of the United States or by an act of Congress of the United States.

ARTICLE XVII
VACATIONS

Section 1 Employees shall receive paid vacation as identified in Addendum A covering their location. Vacation shall not be paid or earned on a pro rata basis, or during a period of lay-off. Vacation pay shall be figured on the basis of the employee's normal workweek for regular employees. Vacation pay for casual employees shall be prorated to the average number of hours worked in the prior year.

Section 2 The Employer shall offer the employees the opportunity to request their vacation in advance for approval. This vacation schedule shall be approved no later than March 15 of each year. In the selection of vacations, the employee's seniority shall be the determining factor. Once the

vacation schedule is completed and approved, it can not be arbitrarily changed by the Employer. Employees shall not be required to schedule their vacation in advance, as stated above, but when getting unscheduled vacation approved at a later date, it must be understood that approved vacations on the vacation schedule shall be recognized first in cases where an employee is requesting the same days off as another employee. Vacations must be used within the twelve (12) months following the employee's anniversary date.

Section 3 Notwithstanding that an employee is otherwise entitled to a vacation, and has qualified for same, he/she forfeits all vacation pay or privileges if prior to taking his/her vacation, he/she quits without giving the Company one (1) week's written notice of his/her intention to quit.

ARTICLE XVIII
SICK LEAVE

Section 1 Employer will comply with Paid Sick Leave Executive Order 13706. Employees shall be entitled to sick leave with pay at the employee's regular rate, as identified in Addendum A covering their location. Sick leave shall be earned by part-time employees on a pro rata basis compared to a full-time (35-hour/week) employee. For employees who work an irregular schedule of weekly hours which is dependent upon workload (as agreed to by signatories to the agreement), sick leave shall be figured on the basis of the average hours worked each week in the previous twelve (12) months of employment. There will be no payout of unused sick leave.

Section 2 No sick leave pay shall be paid for less than one hour. The Employer may require medical proof of illness for absences in excess of three (3) days.

ARTICLE XIX
FUNERAL LEAVE

Funeral leave as identified in Addendum A, shall be recognized as follows: An employee who has death in his or her immediate family, defined as his or her Mother, Father, Spouse, Son, Daughter, Brother, Sister, Mother-in-law, Father-in-law, grandchild, or a member of his or her immediate family through adoption or guardianship, shall be paid up to and including three (3) days pay at their regular rate for time missed within one (1) week of the funeral. Stepparents, stepchildren, and grandparents shall be considered immediate family.

ARTICLE XX
HEALTH AND WELFARE

The Employer shall contribute for each hour for which an employee covered by this Agreement is entitled to pay, to the **Laborers' National Health and Welfare Fund** in accordance with Addendum B to this Agreement. The Employer and the Union hereby adopt the Agreement and Declaration of Trust establishing said Fund, a copy of which has been provided to each, and agrees to comply therewith.

ARTICLE XXI
PENSION

The Employer shall contribute for each hour for which an employee covered by this Agreement is entitled to pay, to the **Laborers' International Union of North America National (Industrial) Pension Fund** in accordance with Addendum B to this Agreement. The Employer and the Union hereby adopt the Agreement and Declaration of Trust establishing said Fund, a copy of which has been provided to each, and agrees to comply therewith.

ARTICLE XXII
SCETT FUND TRAINING

The Employer shall contribute for each hour for which each employee covered by this Agreement is entitled to pay, to the Laborers-Employers Service Contract Education and Training Trust Fund at the rate set forth in Addendum A to this Agreement. The Employer and the Union hereby adopt the Agreement and Declaration of Trust establishing said Fund, a copy of which has been provided to each, and agrees to comply therewith.

ARTICLE XXIII
HIRING OF EMPLOYEES

Section 1 The Employer agrees that it will contact the Union office and give the Union an opportunity to furnish all classes of employees covered by this Agreement. If the Union cannot supply the needed personnel, the Employer may obtain applicants from any and all sources for the particular requirement. Selection of applicants for referral to or for employment on jobs shall be on a non-discriminatory basis and shall not be based on, or in any way affected by Union membership, bylaws, rules, regulations, constitutional provisions or any other obligation or aspect of Union membership, policies or requirements. The Union will accommodate any hiring requirements imposed on the Employer by federal or state laws and regulations.

Section 2 The Employer will furnish the Union with the names and addresses of all newly hired employees.

Section 3 When the Employer is awarded a new service contract in a location where the Laborers' International Union already represents employees through a prior collective bargaining agreement with the predecessor contractor, the Employer signatory to this Agreement agrees to retain the necessary number of employees of the predecessor contractor required for Service Contract performance, Article IX, Seniority, shall apply to the selection of employees.

Section 4 The Employer will promptly notify the Union by email, phone call or in writing of any vacancies that arise in positions in the bargaining unit and advise the Union on its plans for filling such positions.

Section 5 Prior to any reduction in hours or lay-offs, the Employer will promptly notify the Union by email, phone call in writing in order to discuss the effects of the decision.

ARTICLE XXIV
WASH AND WEAR UNIFORMS

The Employer shall provide three (3) initial wash and wear uniforms for each employee to wear. One (1) additional new wash and wear uniform shall be provided to each employee, without cost, every twelve (12) months. The employees shall launder and maintain their uniforms at their own expense.

ARTICLE XXV
MISCELLANEOUS

Section 1 The Employer will provide facilities where all employees may eat their meals at their regularly scheduled times, provided such facilities are made available by the U.S. Government.

Section 2 The Employer agrees to give the International Union a copy of the Employer's written personnel policies and copies of the job descriptions for all classifications in the bargaining unit. If no job description exists for a job classification, it will be immediately negotiated jointly by the Union and the Employer.

Section 3 Supervisors and other personnel outside the bargaining unit, shall not regularly perform bargaining unit work so as to replace bargaining unit employees. The parties to this Agreement recognize however, that such activity may be necessary from time-to-time to ensure the efficient and profitable operation of the Employer and therefore, agree that such activity is not violation of the provision to this Agreement.

Section 4 The pay period and pay day shall be semi-monthly.

Section 5 Employees, who are discharged from the services of the Employer, shall receive their wages and personal property upon quitting. No employee who is discharged or resigned will receive any wage until he/she has furnished proof that his/her file at Base Security has been cleared, all badges/passes surrendered, and has cleared the Employer's property files. No wages will be released until all uniforms are turned in to the Employer in a clean and unabused form.

Section 6 The Union agrees to encourage all employees in the bargaining unit to adhere to and follow rules and regulations as outlined in Article VII, Section 3 of this Agreement.

Section 7 All employees will be treated with dignity and respect.

ARTICLE XXVI
NO STRIKES - NO LOCKOUTS

Section 1 It is the intent and purpose of the parties hereto, set forth herein, this basic Agreement covering wages, hours of work and other terms and conditions of employment to be observed by the parties and to provide a procedure for the prompt and equitable resolution of disputes and grievances arising between the parties. Accordingly, it is agreed that there shall be no

interruptions in or impediments to the Employer's operations, or any stoppages, strikes, or lockouts during the life of this Agreement arising out of such dispute or grievance. Instead, such disputes and grievances shall be peacefully resolved under the grievance procedure provided in Article VIII.

Section 2 It is agreed that in all cases of any unauthorized strikes, slowdowns, walkouts, or any other unauthorized acts of the employees of the Employer, or of any affiliated Local Union and/or District Council, or official thereof, the Union shall promptly undertake to induce employees to return to their jobs and to process any dispute under Article VIII and no liability shall attach to the Union unless, and until, any such unauthorized act has been expressly ratified by the Union. The Employer acknowledges that stewards are not authorized to act for the Union in connection with any strike, slowdown or other job action, or in connection with amending the terms of this Agreement.

ARTICLE XXVII
INVALIDITY

In the event that any term or provision of this Agreement shall be declared in violation of federal or state law, or shall, through action of any federal or state legislation become unlawful, such term or provision shall be void and of no effect in that particular jurisdiction. All other terms and conditions of this Agreement shall remain in full force and effect. In the event the wages and fringe benefits contained in Addendum A are found by the Secretary of Labor to be at substantial variance with the prevailing wage rates, or the result of less than arm's-length negotiations, pursuant to Article 4(c) of the Service Contract Act, the Employer shall be obligated to pay only the wages and fringe benefits specified in the new wage determination issued by the Department of Labor.

ARTICLE XXIII
HEALTH AND SAFETY

The Employer and the Union agree that they will cooperate in the enforcement of Health and Safety standards and rules that may be established by the Employer in compliance with OSHA or other statutory regulations.

ARTICLE XXIX
PHYSICAL EXAMINATION

If required by the Contracting Agency, the Employer may require an employee to undergo a physical examination and it shall have the right to select the examining physician, request the physician to conduct specific tests, and to receive a written report from the physician as to his/her findings. Such reports shall be considered and treated in a confidential manner by the Employer. The total cost of such physical examinations, exclusive of any treatment given, shall be borne by the Employer.

ARTICLE XXX
MANAGEMENT CLAUSE

Section 1 The Employer retains the sole rights in its discretion to manage its business to hire, discharge for cause, lay off, assign, transfer and promote its employees; to determine the starting and quitting time and the number of hours to be worked and all other rights and prerogatives

subject only to such regulations and restrictions governing the exercise of these rights as expressly provided in this Agreement.

Section 2 The execution of this Agreement shall not create any vested rights in the employees of the Employer and all rights not specifically relinquished by the Employer in this Agreement, shall remain the Employers.

ARTICLE XXXI
REOPENER CLAUSE FOR LOCAL WAGE ADDENDA

The Employer and the Union agree to meet for the purpose of negotiating local area wages and fringe benefits to be attached as Addendum A. By mutual agreement between the Employer and the Union, these negotiations shall commence between sixty (60) and one hundred twenty (120) days prior to the expiration date of the Employer's contract with the federal installation described in Addendum A.

ARTICLE XXXII
SUCCESSORS AND ASSIGNEES

This Agreement shall be binding upon, and shall ensure to the benefit of the parties hereto, their successors and assignees.

ARTICLE XXXIII
SAVINGS CLAUSE

In the event that any term or provision of this Agreement shall be declared in violation of state or federal law, or shall, through action of any federal or state legislation become unlawful, such term or provision shall be void and of no effect in that particular jurisdiction. All other terms and conditions of this Agreement shall remain in full force and effect.

ARTICLE XXXIV
DRUG ABUSE PREVENTION & DETECTION

The parties recognize the problems which drug abuse has created in all industries and the need to develop drug abuse prevention programs. Accordingly, the parties agree that in order to enhance the safety of the workplace and to maintain a drug-free work environment, the Employer may require applicants or employees to undergo drug screening. The following terms have been agreed upon by the Union and the Employer:

(a) It is understood that the use, possession, transfer or sale of illegal drugs, narcotics or other unlawful substances, is prohibited while employees are on the Employer's job premises or while working on any site in connection with work performed under the applicable Agreement.

(b) The Employer may require that an employee be tested for drugs where the Employer has reasonable cause to believe that the employee is impaired from performing his/her job. Observation must be made by at least two (2) persons. This provision shall be applied in a non-discriminatory manner. Supervisors will administer the program in a fair and confidential manner. For employees who refuse to take a test where the prerequisites set forth in this paragraph have been met, there will be a refutable presumption that the test result would have been positive for an unlawful substance. All costs associated with this testing shall be the sole responsibility of the Employer.

(c) The Employer may require that an employee who contributed to an accident and/or submitted a report of personal injury in the workplace, be tested for drugs where the Employer has reasonable cause to believe that the accident or injury resulted from drug usage, e.g., performance, significant attitude change, absenteeism, etc. All costs associated with this testing shall be the sole responsibility of the Employer.

(d) There will be no random drug testing by the signatory Employer.

(e) A sufficient amount of a sample shall be taken to allow for an initial test and a confirmation test. The initial test will be by Enzyme Multiplied Immunoassay Technique (EMIT). In the event a question or positive result arises from the initial test, a confirmation test must be utilized before action can be taken against the employee or applicant. The confirmation test will be by Gas Chromatography - Mass Spectrometry (GC/MS). Testing standards for both the initial test and confirmation test will be those established by the National Institute of Drug Abuse. Confirmed positive samples will be retained by the testing laboratory in a secured long term frozen storage for a minimum period of one (1) year. Handling and transportation of each sample must be documented through a strict chain of custody procedures. All costs associated with this testing shall be the sole responsibility of the Employer.

(f) Present employees, if tested positive, shall have the prerogative for a rehabilitation program at the employee's expense. When such program is successfully completed, the Employer shall not discriminate in any way against the employee. If work for which the employee is qualified exists, he/she shall be reinstated.

(g) Employees will be allowed to work while enrolled in a drug rehabilitation program, provided that documentation of attendance is submitted to the corporate office.

(h) Any dispute which arises under this drug policy shall be submitted to the grievance and arbitration procedure set forth in the applicable Agreement.

(i) The establishment or operation of this policy shall not curtail any right of an employee found in any law, rule or regulation. Should any part of this policy be found unlawful by a court of competent jurisdiction or a public agency having jurisdiction over the parties, the remaining portions of the policy shall be unaffected and the parties shall enter negotiations to replace the affected provision.

(j) The Employer shall indemnify and hold the Union harmless against any and all claims, demands, suits or liabilities that may arise solely out of the Employer's application of the Substance Abuse Program.

ARTICLE XXXV
EFFECTIVE DATE AND DURATION

This Agreement, entered into this **1st** day of **April 2023,** shall be binding upon the parties hereto, their successors in the employing industry and their administrators, executors and assignees, and shall remain in full force and effect until **April 15, 2026** and shall continue in effect from year to year thereafter, unless written notice is given by the Union or the Employer ninety (90) days prior to the expiration date of its desire to modify, amend or terminate this Agreement. The parties shall begin good faith bargaining within fifteen (15) days after receipt of such notice.

Addenda attached hereto will be opened annually for renegotiating wages, fringes etc., as set forth in said Addenda. If the parties are unable to agree to changes in the aforementioned conditions, the parties shall be free to resort to economic recourse, notwithstanding the provisions of this Agreement.

Laborers' International Union of North America

Brent Booker, General President

May 3, 2023
DATE

Titan Facility Services, LLC

David Beaver, CEO

4/27/23
DATE

2954 E. Clifton Avenue
Street Address

Gilbert, AZ 85295
City, State and Zip Code

(480)993-0405 dbeaver@titanfs.org
Phone & Email

TO THE COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE LABORERS' INTERNATIONAL UNION OF NORTH AMERICA
AND
TITAN FACILITY SERVICES LLC
AT
NORFOLK NAVAL STATION AND VARIOUS OTHER LOCATIONS
IN THE SEWELLS POINT AREAS, NORFOLK, VIRGINIA

ITEM	CLASSIFICATION	RATE EFFECTIVE 4/1/2025	RATE EFFECTIVE 4/1/2026
Wages	Janitorial Janitorial Crew Leader Floor Specialist Floor Specialist Crew Leader	$ 21.04 $ 21.84 $ 22.04 $ 22.54	$ 22.04 $ 22.84 $ 23.04 $ 23.54
Health/Welfare	Man U Service	$ 6.52 per hour paid	$ 6.88 per hour paid
Pension	N10134 DEFAULT	$ 2.46 per hour paid	$ 2.71 per hour paid
Holidays		12 per collective agreement to include Juneteenth Day & Employees Birthday	
Vacation		1 week after 1 year 2 weeks after 2 years 3 weeks after 4 years 4 weeks after 10 years	1 week after 1 year 2 weeks after 2 years 3 weeks after 4 years 4 weeks after 10 years
Uniforms		4 Uniforms per year and replaced as needed based on wear and tear.	
Sick Leave		1 day per month; accumulation of up to 30 days. Employer will comply EO 13706	
Shift Differential	After 4:00 pm	$0.35 per hour above regular rate	
Funeral Leave		3 days for immediate family; 1 additional day when traveling over 8 hours	
Jury Duty		Refer to CBA	
Training		$ .20 per hour paid (A personal education & training benefit for bargaining unit employees.)	
Government Closures		If the government closes the facilities for any reason and the Employer is compensated as a normal day of operations, the Employees will also receive their regularly schedule compensation.	

The parties have negotiated and agreed to the above changes in the articles covering wage and fringe benefits under the provision established in the Re-Opener Clause. In the event there are conflicts between the language of the collective bargaining agreement and this Addendum A, the language of this Addendum shall apply.

LABORERS' INTERNATIONAL UNION OF NORTH AMERICA

BRENT BOOKER, GENERAL PRESIDENT

February 3, 2026
DATE

TITAN FACILITY SERVICES LLC

DAVID BEAVER, CEO

2/2/24
DATE

NOTE: To satisfy the FAR Requirement of 22.1010, the notice should be sent to Orlando A. Bonilla at obonilla@maliuna.org or cell number 703-473-1325

NATIONAL SERVICE CONTRACT AGREEMENT

ADDENDUM B

PENSION, HEALTH AND WELFARE AND TRAINING BENEFIT FUNDS

The Employer has agreed to make Pension and Health and Welfare Fund contributions on behalf of every employee covered by the Agreement. This Addendum sets forth more particularly the terms and conditions of the Employer's contribution obligations to these Funds, subject to any rights reserved by the Fund's trustees to accept or not accept the unit of employees covered by the Agreement into participation.

Section 1: LIUNA National (Industrial) Pension Fund

(a) The Employer shall contribute to the **Laborers' International Union of North America National (Industrial) Pension Fund** for each hour for which an employee covered by this Agreement is entitled to pay, including hours of paid vacation, paid holidays and other periods for which pay is paid or owed to an employee. The hourly contribution rate shall be the rate set forth in Addendum A to the Agreement. Contributions to the Fund for an employee shall commence with the employee's first (1st) day of employment in a classification covered by the Agreement.

(b) Contributions to the Fund shall be due on a monthly basis and specifically by the twentieth (20th) day of the first month following the month during which the contributions accrued, unless otherwise expressly required by the Fund's Board of Trustees. The Employer shall also submit to the Fund on a monthly basis such contribution reports, as the Board of Trustees may require to verify the amount of contributions owed (if any) for the preceding month. Such reports shall be submitted to the Fund on the same schedule as contributions and shall be submitted even if the employees performed no work and no contributions are owed to the Fund for the month covered by the report.

(c) The Fund shall have the right and authority to have a certified public accounting firm audit the payroll and other records of the Employer for purposes of verifying the accuracy of the contributions made to the Fund by the Employer, verifying employee eligibility and other purposes necessary for administration of the Fund. The Employer and the Union also agree to provide the Fund with any and all truthful information necessary for administration of the Fund.

(d) All contribution payments shall be made payable to the **"LIUNA National (Industrial) Pension Fund"** and sent to the Fund at 905 16th Street NW, Washington, DC 20006.

(e) If the Employer fails to submit contributions or contribution reports to the Fund when due, it shall be considered in default and shall be subject to charges for interest, liquidated damages,

attorneys fees, costs, audit fees and other costs of collection in accordance with the Fund's Agreement and Declaration of Trust. The Fund shall have the right to take any and all lawful action to secure payment of contributions and submission of the commencement of legal proceedings against the Employer and others acting on its behalf. The Employer's obligation with respect to the Fund shall not be subject to any grievance or arbitration procedure provided under the Agreement. The Union shall have the right to take whatever steps it deems necessary to secure compliance by the Employer with its contribution obligations.

(f) The Employer and the Union agree to accept, be bound by and comply fully with a copy of the Fund's Agreement and Declaration of Trust, a copy of which has been provided to both.

Section 2: Laborers' National Health and Welfare Fund

(a) Each employee covered by the Agreement shall be covered by the following benefit plan(s) identified in the Addendum "A", which is offered by the **Laborers' National Health and Welfare Fund**, subject to the plan's eligibility rules and the Fund's right to withhold payment of benefits in the event that the Employer fails to make the contributions required thereunder or otherwise defaults on its obligations thereunder.

[ ] PLAN I
[ ] PLAN II

(b) The Employer shall contribute to the Fund for each hour for which each employee covered by this Agreement is entitled to pay, including hours of paid vacation, paid holidays and other periods for which pay is paid or owed to an employee. The hourly contribution rate shall be the rate set forth in Addendum A to the Agreement. Contributions to the Fund for an employee shall commence with the employee's first (1st) day of employment in a classification covered by the Agreement.

(c) Contributions to the Fund shall be due on a monthly basis and specifically by the twentieth (20th) day of the first (1st) month following the month during which the contributions accrued, unless otherwise expressly required by the Fund's Board of Trustees. The Employer shall also submit to the Fund on a monthly basis such contribution reports, as the Board of Trustees may require to verify the amount of contributions owed (if any) for the preceding month. Such reports shall be submitted even if the employees performed no work and no contributions are owed to the Fund for the month covered by the report.

(d) The Fund shall have the right and authority to have a certified public accounting firm audit the payroll and other records of the Employer for purposes of verifying the accuracy of the contributions made to the Fund by the Employer, verifying employee eligibility and other purposes necessary for administration of the Fund. The Employer and the Union also agree to provide the Fund with any and all truthful information necessary for administration of the Fund.

(e) All contribution payments shall be made payable to **"Laborers' National Health and Welfare Fund"** and sent to the Fund at 905 16th Street NW, Washington, DC 20006.
(f) If the Employer fails to submit contributions or contribution reports to the Fund when due, it shall be considered in default and shall be subject to charges for interest, liquidated damages, attorneys fees, costs, audit fees and other costs of collection in accordance with the Fund's Agreement and Declaration of Trust. The Fund shall have the right to take any and all lawful action to secure payment of contributions and submission of the commencement of legal proceedings against the Employer and others acting on its behalf. The Employer's obligations with respect to the Fund shall not be subject to any grievance or arbitration procedure provided under the Agreement. The Union shall have the right to take whatever steps it deems necessary to secure compliance by the Employer with its contribution obligations.

(g) Notwithstanding the foregoing, it is understood that the Fund's Board of Trustees shall have the right to modify the contribution rates required to maintain a particular level of benefits during the term of the Agreement. If the Board of Trustees exercises that right, the Employer shall have the right to terminate participation in the Fund subject to any bargaining or other legal obligations it may owe to the Union. Participation shall not be deemed terminated under the terms of this paragraph until written notice thereof is received in the office of the Fund's Administrator.

(h) The Employer and the Union agree to accept, be bound by and comply fully with the terms of the Fund's Agreement and Declaration of Trust, a copy of which has been provided to both.

Section 3 - Laborers-Employers Service Contract Education and Training Fund

(a) The Employer shall contribute to the **Laborers-Employers Service Contract Education and Training Fund** for each hour for which an employee covered by this Agreement is entitled to pay, including hours of paid vacation, paid holidays and other periods for which pay is paid or owed to an employee. The hourly contribution rate shall be the rate set forth in Addendum A to the Agreement. Contributions to the Fund for an employee shall commence with the employee's first (1st) day of employment in a classification covered by the Agreement.

(b) The Employer shall submit contributions due for work performed during a month to the Fund by the twentieth (20th) day of the month immediately following and shall also submit to the Fund such reports as the Fund's Board of Trustees deems necessary to verify the Employer's contributions. Interest at the rate of one and one half percent (1.5%) per month compounded, shall be assessed against the Employer for all contributions past due for more than thirty (30) days unless expressly waived in whole or part by the Board of Trustees. If the Employer becomes delinquent in making required contributions or reports to the Fund, the Union and the Fund shall have the right to take whatever steps they deem appropriate to secure compliance by the Employer with its obligations, notwithstanding any provision of this Agreement to the contrary.

(c) The Fund shall have the right and authority to have a certified public accounting firm audit the payroll and other records of the Employer for purposes of verifying the accuracy of

the contributions made to the Fund by the Employer, verifying employee eligibility and other purposes necessary for administration of the Fund. The Employer and the Union also agree to provide the Fund with any and all truthful information necessary for administration of the Fund.

(d) All contribution payments shall be made payable to the **"Laborers-Employers Service Contract Education and Training Fund"** and sent to the Fund at 905 16th Street NW, Washington, DC 20006.

(e) If the Employer fails to submit contributions or contribution reports to the Fund when due, it shall be considered in default and shall be subject to charges for interest, liquidated damages, attorneys fees, costs, audit fees and other costs of collection in accordance with the Fund's Agreement and Declaration of Trust. The Fund shall have the right to take any and all lawful action to secure payment of contributions and submission of the commencement of legal proceedings against the Employer and others acting on its behalf.

(f) The Employer and the Union agree to accept, be bound by and comply fully with a copy of the Fund's Agreement and Declaration of Trust, a copy of which has been provided to both.

Attachment J-0200000-03
Directives, Instructions, and References

Reference	Title
CNSSI 1253	Security Categorization and Control Selection for National Security Systems
DoD Directive 5200.2	DoD Personnel Security Program (PSP)
DoDI 8582.01	Security of Unclassified DoD Information on Non-DoD Information Systems
DODD 6055.9	DoD Explosives Safety Management and the DoD Explosives Safety Board
EM 385-1-1	U.S. Army Corps of Engineers Safety and Health Requirements
NAVFACINST 4161.1	Accountability, Tracking, and Management of Government-Furnished Property
NAVFACINST 11010.45	Regional Planning Instruction (Site Approval Process)
NAVFAC P-78	Real Property Inventory Procedures Manual
NIST SP 800-171 Revision 1	Protecting Controlled Unclassified Information in Nonfederal Information Systems and Organizations
NIST SP 800-53	Security and Privacy Controls for Federal Information Systems and Organizations
OPNAVINST 11000.16	Command Responsibility for Shore Activity Land and Facilities
OPNAVINST 11010.20	Navy Facilities Projects
OPNAVINST 11011.10	Utilization of Navy Real Property
P.L. 91-596	Occupational Safety and Health Act
SECNAVINST 11011.47	Acquisition, Management, and Disposal of Real Property and Real Property Interests by the Department of the Navy
UFC 2-000-5N	Facility Planning Criteria for Navy/Marine Corps Shore Installations
UFC 3-560-01	Operation and Maintenance: Electrical Safety

Attachment J-0200000-04 Invoice Form
The contractor shall possess the capability to invoice and receive payment for work via an electronic medium with clients utilizing their GPC. The contractor shall submit a payment schedule for all recurring price work for approval by the Contracting Officer as referenced in Section G. A separate invoice shall be submitted for each task order. No partial or advance payments are provided.

Attachment J-0200000-05 Forms
Listed Below

Attachment J-0200000-05-01 Forms

Attachment J-0200000-XX
Spec Item 2.9.7 - Monthly On-Site Labor Report - Recurring Work
Solicitation/Contract No.: NXXXXX-XX-D-XXXX
Company Name:
Date Submitted:
Labor Hours for the Month of:

ELIN/ Sub-ELIN	Annex/ Sub-annex	Spec Item	Description	Spec Item 3 Labor Hours	Spec Items 1 and 2 On-Site Labor Hours
	1501000		**Facility Management**		
X001	1501000	3.1	Infrastructure Condition Assessment Program (ICAP) Services		
X002	1501000	3.2	Technical Support Services		
	1502000		**Facility Investment**		
			Service Orders		
X003	1502000	3.1.1	Emergency Service Orders		
X004	1502000	3.1.2	Urgent Service Orders		
X005	1502000	3.1.3	Routine Service Orders		
			Preventive Maintenance		
X006	1502000	3.2.1	Auxiliary Generator Systems		
X007	1502000	3.2.2	Compressed Air Systems		
X008	1502000	3.2.3	Interior and Exterior Lighting Systems		
X009	1502000	3.2.4	Lightning Arrestors and Grounding Devices		
X010	1502000	3.2.5	Unfired Pressure Vessels (UPV)		
X011	1502000	3.2.6	Weight Handling Equipment (WHE)		
			Total Recurring Work:		

Attachment J-0200000-XX
Spec Item 2.9.7 - Monthly On-Site Labor Report - Non-Recurring Work
Solicitation/Contract No.: NXXXXX-XX-D-XXXX
Company Name:
Date Submitted:
Labor Hours for the Month of:

ELIN/ Sub-ELIN	Order Number (Task Order, Work Authorization, Fed-MALL, etc.)	Description	Spec Item 4 Labor Hours	Spec Items 1 and 2 On-Site Labor Hours
X700		Unit Priced Labor Hour Work - MUST BE NEGOTIATED BY KO.		

X701		BSVE Unit Priced Labor Hour Work – MUST BE NEGOTIATED BY KO.		
X702		Direct Material and Construction Equipment - MUST BE NEGOTIATED BY KO.		
X703				
X704				
		Total Non-Recurring Work:		

CONTRACTOR INCIDENT REPORT
See Word Document J-0200000-05-02 Contractor Incident Report System

Attachment J-0200000-05-03

Directions for Process Material Log Sheets

Chemical Description:

- Material Name - List the brand or generic name of the chemical material.
- Manufacturer - List the name of the manufacturer of the product.
- Constituents of Concern - List the constituents (ingredients) as listed on the Material Safety Data Sheet (MSDS).
- CAS # - List the Chemical Abstract Service (CAS) Number for each Constituent of Concern listed. This information is found on the MSDS. If no CAS number is listed, state "N/L".
- % - List the concentration of each Constituent of Concern listed. This information is found on the MSDS. If the concentration is not listed, state "N/L".
- Product Weight - List the weight of material contained in one container of the product. This information is normally listed on the MSDS or can be determined from the density or specific gravity of the product listed on the MSDS.
- In addition, check all the boxes that apply to this chemical:
    - Pure or Mix - choose only one.
    - Solid, Liquid or Gas - choose only one.
    - Extremely Hazardous Substance (EHS), Ozone Depleting Substance (ODS), SARA TITLE III Chemical (SARA III), Air Toxic Chemical (AIR TOX) or Carcinogen
- (CARC) - based on the information provided by the material's MSDS. Choose all that apply.
    - HM exempt - per EPCRA section 312 and based upon user knowledge, choose this box if the material would normally be exempt from reporting for hazardous material storage.
    - Tri exempt - per EPCRA section 313 and based upon user knowledge, choose this box if the material would normally be exempt from reporting for the Toxic Release Inventory (TRI).

Physical and Chemical Hazards:

- For each material listed, check all the physical and health hazard boxes that apply. These hazard categories are defined in 40 CFR 370.2.
- Fire Hazard - flammable, combustible liquid, pyrophoric, oxidizer.
- Sudden Release of Pressure - explosive, compressed gas.
- Reactive - unstable reactive, organic peroxide, water reactive.
- Immediate (acute) Health Hazard - highly toxic, toxic, irritant, sensitizer, corrosive.
- Delayed (chronic) Health Hazard - carcinogens, mutagens, other long-term health hazards.

Storage Description: Storage Code:

- List the appropriate storage type, pressure and temperature condition codes for the material based upon the codes listed below. List the storage type in the first box, the applicable pressure code in the second box and the applicable temperature code in the third box. More than one storage code may apply if material is stored in different types of containers.

Storage Type:

A - Above Ground Storage Tank F Can L Cylinder
B - Below Ground Storage Tank G Carboy M Glass Bottle or Drum
C - Tank Inside Building I Fiber Drum N Plastic Bottle or Drum
D - Steel Drum J Bag R Other
E - Plastic/Non-metallic Drum K Box

Pressure and Temperature Conditions:

1 - Ambient Pressure 4 Ambient Temperature
2 - Greater than Ambient Pressure 5 Greater than Ambient Temperature
3 - Less than Ambient Pressure 6 Less than Ambient Temperature but not Cryogenic

7 - Cryogenic Conditions

Inventory in Pounds:

- Maximum Amount - List the maximum amount of a material that was on-hand (stored) at any one time. Amount must be recorded in pounds.
- Average Amount - List the average amount of a material that was on-hand during the reporting period. Amount must be recorded in pounds.
- Days on Site - List the number of days during the reporting period each material was on-site. If the material was present for the whole year, record as 365.

Amount Used in Pounds:

- List the amount of each material used during the reporting period. Amount must be recorded in pounds. Amount used is the best estimate based on the contractor material tracking system.

Contractor Hazardous Material Inventory Log
(EPRCA)

PRIME COMPANY NAME: _____CONTRACT NO: _____

PROJECT TITLE / LOCATION: _____

Material Name	Manufacturer	SDS Number	State (Liquid, Solid, Gas)	Storage Quantity		Quantity (lbs/gals) used in Calendar Year [ ]
				Average Daily	Maximum Daily	

Contractor(s) certifies that the hazardous material(s) removed from installation will be used/reused for its intended purpose.

_____
_____
Company Using Material Listed Above Company Representative's Signature

Submitted By: _____ Phone: _____ Fax: _____ Date: _____
Printed Name

Contracting Officer _____Phone: _____ Fax: _____ or ROICC Representative

Page ____ of ____

Attachment J-0200000-06 Government-Furnished Property, Materials, and Services
Naval Station Norfolk will furnish a tailor, Building S- 112, at Lumber Lane and B Street for Contractor use complete with existing utilities. The room may be utilized as office space, material and tool storage for Center for Naval Station Norfolk Custodial work only. Contractor activity for work other than Naval Station Norfolk Custodial services is prohibited at these locations. The Government will provide storage closet(s)/area(s) for custodial supplies located within various buildings.

Attachment J-0200000-07 Installation Spill Prevention, Control, and Countermeasure Plan
Spill Control Plans or (WEB SITE) will be provided after award

Attachment J-0200000-08
Contractor Hazardous Material Inventory Log

CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
(EPCRA 312 & 313 Worksheet)

COMPANY NAME: _____ CONTRACT NO: _____

PROJECT TITLE: _____

Product Name or Trade Name	Manufacturer	Max Amount of Product Stored on Site	Amount of Product Used (e.g., Gallons, Pounds)	Specific Gravity (or wt/volume)	Toxic Chemical Ingredient in Product (Refer to MSDS & List Individually)	Toxic Chemical CAS # (Refer to MSDS)	% Toxic Chemical by Weight	Days On Site

( ) Contractor(s) certifies that no hazardous materials will be brought onto the installation and/or used at the project site.
( ) Contractor(s) certifies that no hazardous waste will be generated from this project.

Submitted By: _____ Phone: _____ Fax: _____ Date: _____

Contract Administrator: _____ Phone: _____ Fax: _____

Page ____ of ____

Attachment J-0200000-09 Exhibit Line-Item Numbers (ELINs)
Contract Specialist to Insert applicable ELIN exhibits

Attachment J-0200000-10
Site Visit Base Access Sheet

Attachment J-0200000-10 Site Visit Base Access Sheet

START DATE	END DATE	SSN	LAST NAME	FIRST NAME	MIDDLE NAME	DOB	FACILITY	COMPANY	SPONSOR	SPONSOR COMMAND	SPONSOR PHONE NUMBER	SPONSOR EMAIL

J-0200000-11
PIEE Vendor Access Instructions

Procurement Integrated Enterprise Environment
Vendor Registration Guide

A vendor portal for solicitations was introduced as an enterprise-level service for the Department of Defense (DoD) within the Procurement Integrated Enterprise Environment (PIEE) platform. This capability allows DoD to have a more automated and secure process for capturing solicitations and their attachments and responses from industry.

There are two vendor roles (Proposal Manager, Proposal View Only) for the PIEE Solicitation Module. The Proposal Manager role is required to submit an offer to a solicitation posted in the PIEE Solicitation Module.

In this guide, you will find step by step by step instructions for new users to self-register for a PIEE user account and existing users to add additional roles. Refer to the Roles and Actions/Functions Matrix, in the help section, to assist with determining which PIEE Solicitation Module role you will need to add.

Guide Contents

Step by Step Instructions 2
New User 2
Existing User 6
Help 7
Getting Started 7
Account Support 7
Technical Support 7
Roles and Actions/Functions Matrix 7

Step by Step Instructions

New User

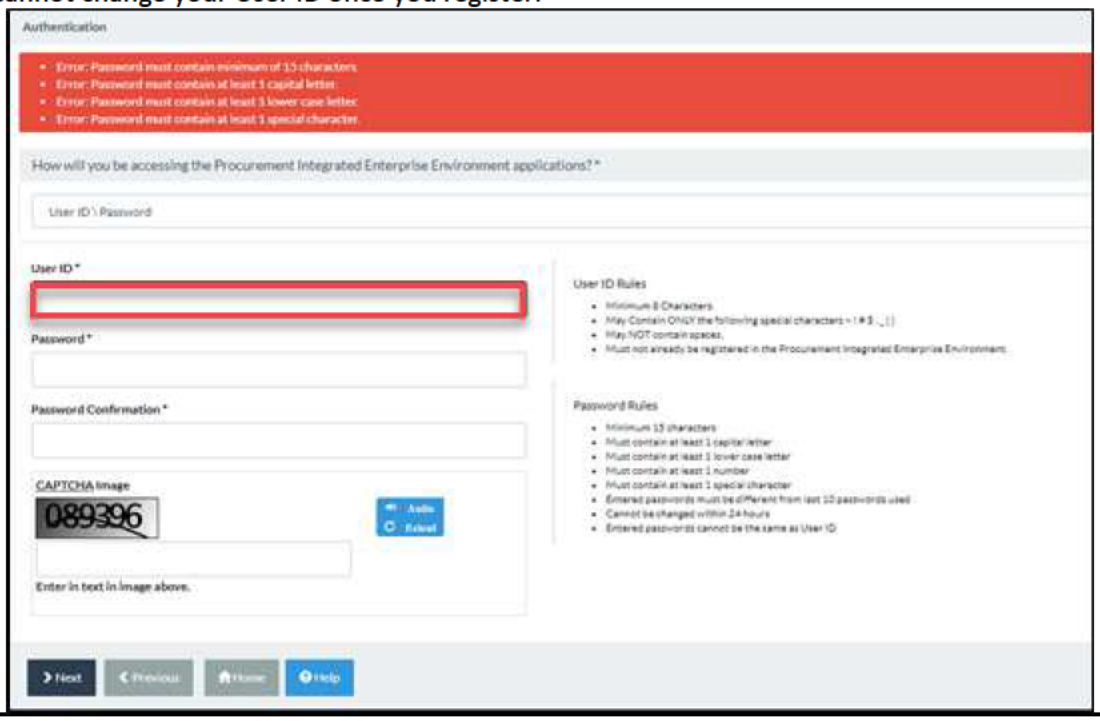
Follow the steps to self-register for a PIEE user account if your company already has an Account Administrator.

1. Click on Register (Top Right) from the PIEE Landing Page
https://wawf.eb.mil/

2. Select Vendor

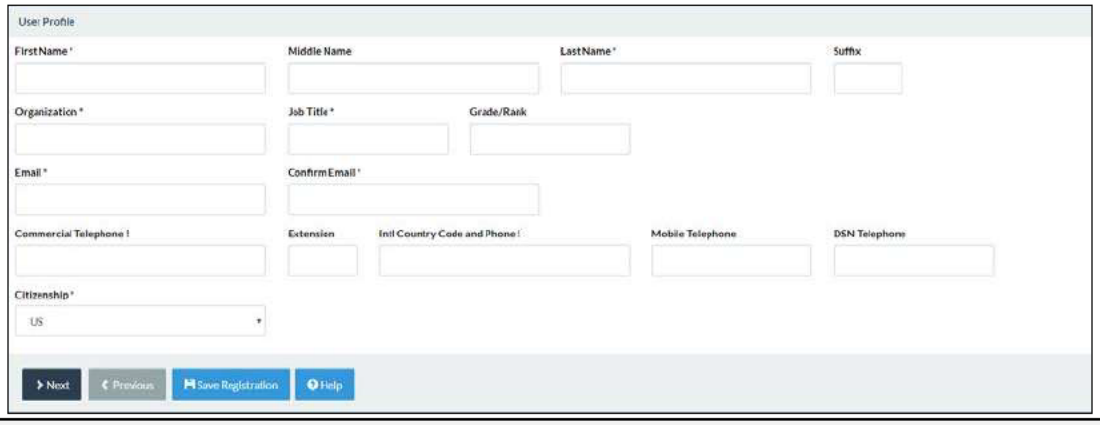
3. Enter a User ID, Password, and CAPTCHA text. Then, select Next.

- **You cannot change your User ID once you register.**

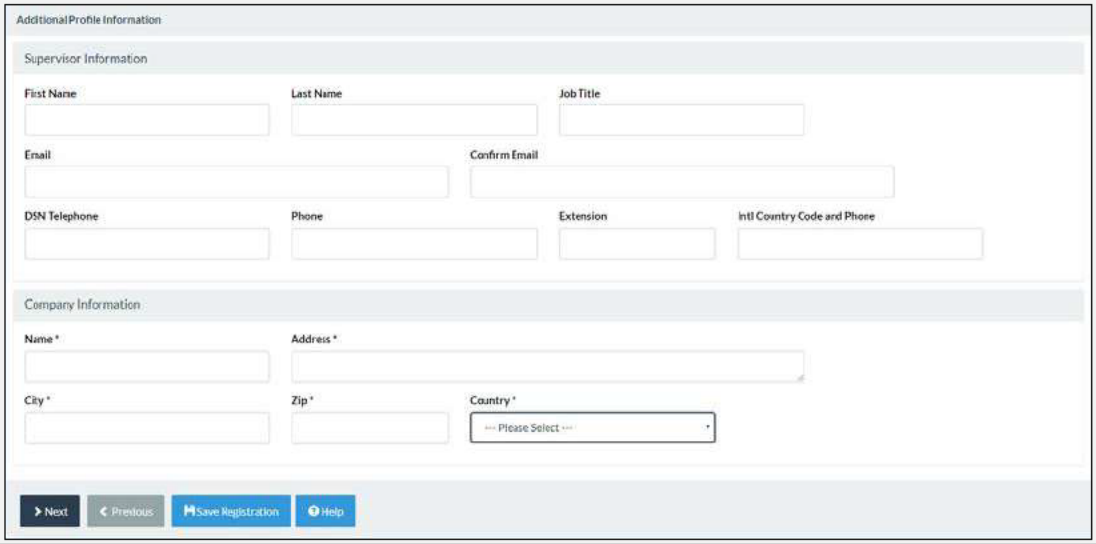


4. Create your security questions. Then, select Next.
   - Security Answers must be unique.

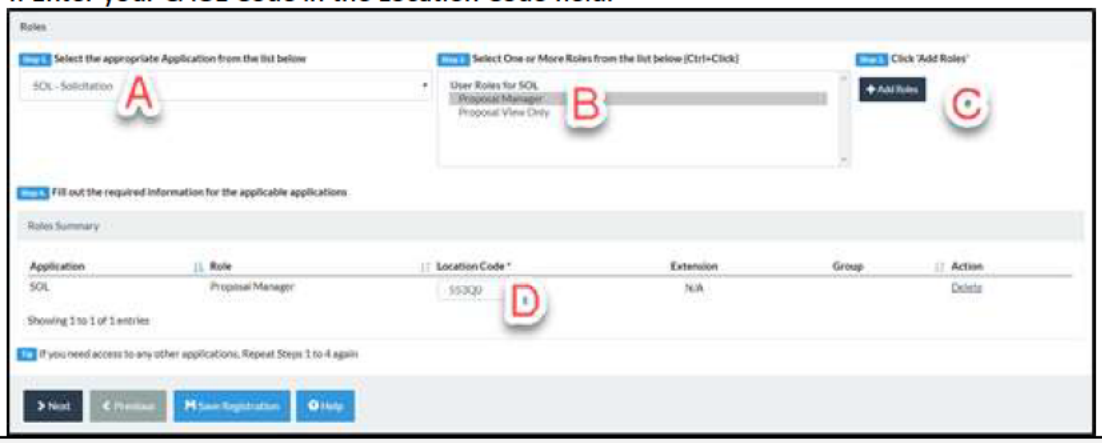
5. Complete your User Profile. Then, select Next.
   - Required fields are marked with an asterisk (*).



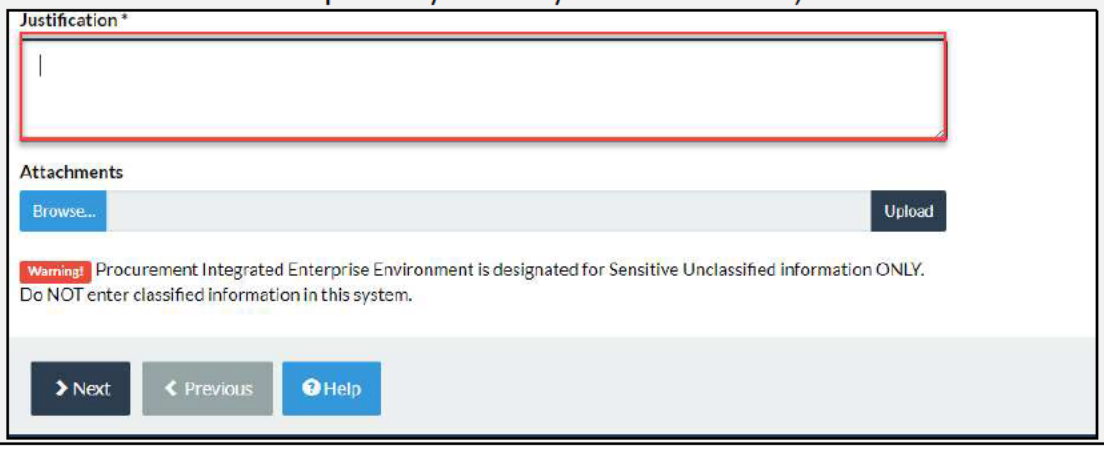
6. Complete your Supervisor and Company Information. Then, select Next.



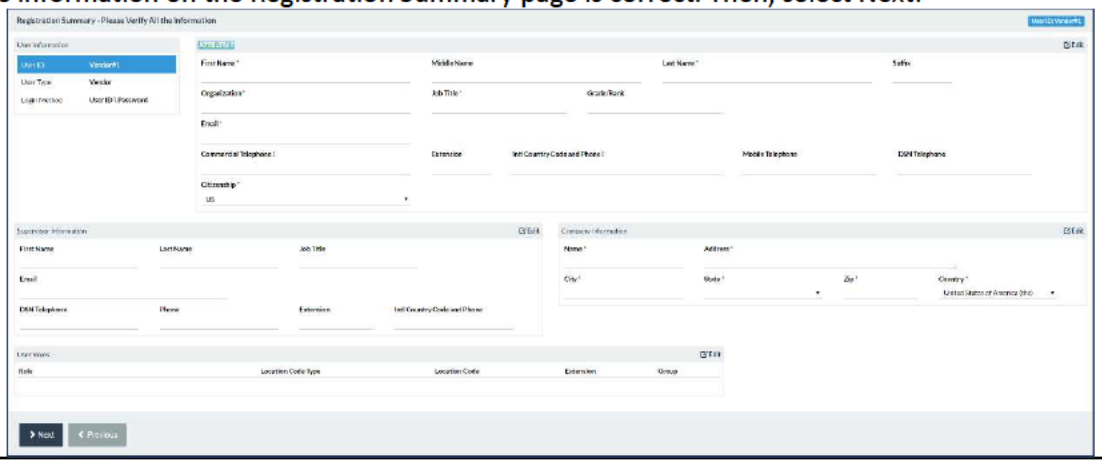
7. Complete Roles. Then, select Next.
   A. Step 1. Select **SOL - Solicitation** from the dropdown.
   B. Step 2. Select **Proposal Manager** (or **Proposal View Only**).
   C. Step 3. Click **Add Roles**.
   D. Step 4. Enter your CAGE Code in the Location Code field.



8. Enter a justification for access and upload any necessary attachments. Then, select Next.

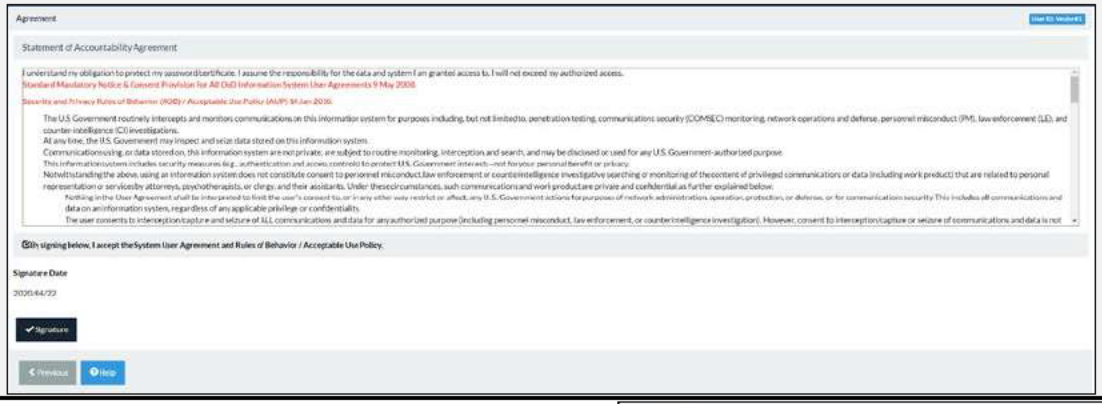


9. Verify the information on the Registration Summary page is correct. Then, select Next.

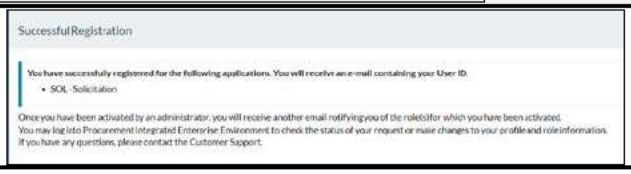


10. Review the Statement of Accountability Agreement. Then, select Signature.

- The 'Password Confirmation' modal window will appear.
- Enter password created in Step 3.
- Click Submit Registration.



11. You will see a success message that your registration was successful. You will receive a confirmation email shortly. Once your account has been activated by an Account Administrator, you can login into PIEE.

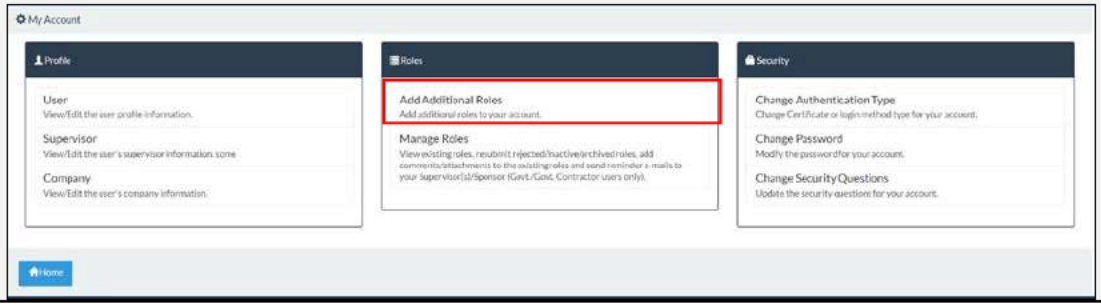


Existing User

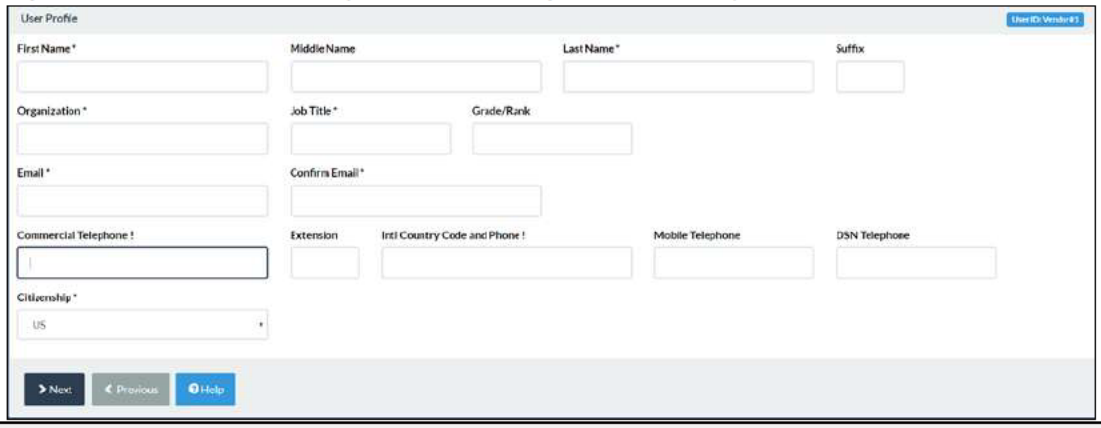
Follow the steps to add additional roles (Proposal Manager, Proposal View Only) to your PIEE user account.

12. After logging into PIEE, click **My Account** (Top Left)

13. Select Add Additional Roles.



14. Verify all profile information within your account is up-to-date. Then, select Next.



15. Follow Steps 7 - 10 above.

16. You will receive a confirmation email that the new role(s) were activated by your Account Administrator.

Help

Getting Started

If your company is new to PIEE and has no Account Administrator, the link below provides the general steps in getting started as a vendor to use the PIEE Solicitation Module and other PIEE applications:

https://wawf.eb.mil/xhtml/unauth/web/homepage/vendorGettingStartedHelp.xhtml

Account Support

Your company's Account Administrator can help you view or edit profile information, reset a password or certificate. You can enter your five-character CAGE Code to find your company's Account Administrator at the link below:

https://wawf.eb.mil/xhtml/unauth/lookup/gamLookup.xhtml

Technical Support

If you are experiencing technical problems with PIEE and your company's Account Administrator cannot resolve, please contact the DISA DECC Ogden Electronic Business Service Desk or visit the link below and click "Ogden Help Desk" to submit a ticket.

https://wawf.eb.mil/xhtml/unauth/web/homepage/vendorCustomerSupport.xhtml

Email: disa.global.servicedesk.mbx.eb-ticket-requests@mail.mil
Phone: 866-618-5988, 801-605-7095

Roles and Actions/Functions Matrix

The Roles and Actions Matrix provides a depiction of the available actions for each vendor role.

Action	Role(s)
Submit Offers	▪ Proposal Manager
View Offers	▪ Proposal Manager ▪ Proposal View Only
Posts Offer Revision	▪ Proposal Manager

The Roles and Functions Matrix provides a depiction of the Menu Items available for each vendor role.

Menu Item	Role(s)
Create Unsolicited Proposal	▪ Proposal Manager
Search	▪ Proposal Manager ▪ Proposal View Only
Lookup Product/Service Codes	▪ Proposal Manager ▪ Proposal View Only
Lookup NAICS	▪ Proposal Manager ▪ Proposal View Only

J-0200000-12
Corporate experience Data Sheet

ATTACHMENT J-0200000-12: CORPORATE EXPERIENCE DATA SHEET

Factor 2: Corporate Experience

This form is to be completed by the Offeror in accordance with Factor 2

Contract No. (check one) : ☐ #1 ☐ #2 ☐ #3 ☐ #4 ☐ #5

1. Contract Information for: ☐ Offeror ☐ Joint-Venture ☐ Other (Explain)

Offeror Name & UEID:
JV Partner Name & UEID (if applicable):
Address:
Point of Contact: Contact Phone Number:

2. Work Performed as: ☐ Prime Contractor ☐ Sub Contractor ☐ Joint Venture ☐ Other (Explain)

Percent of contract work self-performed:
If subcontractor, who was prime (Name/Phone #/UEID):

If the firm who performed the work on this contract differs from the Offeror submitting a proposal under this solicitation, identify relationship to the Offeror below:

3. Contract Number: Delivery/Task Order Number:

Title:
Location:
Contract Customer POC Name/Email/Phone Number:

4. Type of work:

☐ Maintenance ☐ Repair ☐ Alteration ☐ Minor Construction ☐ Other (explain):

5. Type of Contract/Task Order: (**Check <u>ALL</u> that apply**)

☐ Firm-Fixed Price ☐ Indefinite Delivery/Indefinite Quantity ☐ BOS ☐ Delivery/Task Order ☐ Other (explain):

6. Award Date (mm/dd/yy):

Estimated Final Period of Performance End date (mm/dd/yy):

ATTACHMENT J-0200000-12: CORPORATE EXPERIENCE DATA SHEET

7. The Relevancy Size requirement for this solicitation is a contract with a yearly value of at least $3,000,000.00 for recurring services.

Estimated Total Contract Value/Total Award Amount for your Contract: $_____

If the contract is an IDIQ, provide the Period of Performance and Contract value for the Recurring work/Guaranteed work Base Period and each Option Period below. The table should be expanded/contracted to capture each period of performance as necessary.

Contract Period	Period of Performance: (start mm/dd/yy – end mm/dd/yy)	Recurring/Guaranteed Contract Period Value
Base Period		$
Option Period 1		$
Option Period 2		$
Option Period 3		$
Option Period 4		$

8a. Provide a detailed narrative that describes how this contract meets the **Scope** requirements of this RFP: Offeror must have provided all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering for Facility Investment Services for Custodial Services as described in this Performance Work Statement (PWS).

8b.Provide a detailed narrative that describes how this contract meets the **Complexity** requirements of this RFP: Responsible for responding simultaneously to requirements for several customers or installations.

Note that the description of the contract shall clearly describe the scope of work performed and the relevancy to the requirements of this RFP as it relates to Size, Scope, and Complexity as defined above, or the Government may consider the project not relevant.

10. Provide a detailed description of what work your firm self-performed on this contract.

11. Other Relevant Information:

J-0200000-13
Past Performance Questionnaire

ATTACHMENT J-0200000-13 Past Performance Questionnaire

1. Solicitation Submittal Requirements: For projects submitted for Factor 2, Corporate Experience:

   a. IF CPARS EVALUATIONS ARE AVAILABLE, THEY SHALL BE SUBMITTED WITH THE PROPOSAL. The Offeror shall submit all CPARS evaluations available for that project, not just the most recent.

   b. IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your proposal.

      1. The NAVFAC Form PPQ shall be utilized for all evaluations that require a Past Performance Questionnaire (PPQ). If the offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ (Attachment J-0200000-13), which will provide contract and client information for the respective project(s). Offerors should follow-up with clients/references to ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Government's point of contact, Sarah Bradshaw, via email at sarah.m.bradshaw2.civ@us.navy.mil prior to proposal closing date. Offerors shall not incorporate by reference into their proposal PPQs or CPARS previously submitted for other RFPs. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation

ATTACHMENT J-0200000-13

NAVFAC/USACE PAST PERFORMANCE QUESTIONNAIRE (Form PPQ-0)

CONTRACT INFORMATION (Contractor to complete Blocks 1-4)

1. Contractor Information

Firm Name:

CAGE Code:

Address:

Entity Identifier Number:

Phone Number:

Email Address:

Point of Contact:

Contact Phone Number:

2. Work Performed as: ☐ Prime Contractor ☐ Sub Contractor ☐ Joint Venture ☐ Other (Explain)

Percent of project work performed:

If subcontractor, who was the prime #):

3. Contract Information Contract Number:

Delivery/Task Order Number (if applicable):

Contract Type: ☐ Firm Fixed Price ☐ Cost Reimbursement ☐ Other (Please specify): Contract Title:

Contract Location:

Award Date (mm/dd/yy):

Contract Completion Date (mm/dd/yy):

Actual Completion Date (mm/dd/yy): Explain Differences:

Original Contract Price (Award Amount):

Final Contract Price (to include all modifications, if applicable):

Explain Differences:

4. Project Description:

Complexity of Work ☐ High ☐ Med ☐ Routine

How is this project relevant to project of submission? (Please provide details such as similar equipment, requirements, conditions, etc.)

CLIENT INFORMATION (Client to complete Blocks 5-8)

5. Client Information Name:

Title:

Phone Number:

Email Address:

6. Describe the client's role in the project:

7. Date Questionnaire was completed (mm/dd/yy):

8. Client's Signature:

NOTE: NAVFAC REQUESTS THAT THE CLIENT COMPLETES THIS QUESTIONNAIRE AND SUBMITS DIRECTLY BACK TO THE OFFEROR. THE OFFEROR WILL SUBMIT THE COMPLETED QUESTIONNAIRE TO NAVFAC WITH THEIR PROPOSAL, AND MAY DUPLICATE THIS QUESTIONNAIRE FOR FUTURE SUBMISSION ON NAVFAC SOLICITATIONS.

CLIENTS ARE HIGHLY ENCOURAGED TO SUBMIT QUESTIONNAIRES DIRECTLY TO THE OFFEROR. HOWEVER, QUESTIONNAIRES MAY BE SUBMITTED DIRECTLY TO NAVFAC. PLEASE CONTACT THE OFFEROR FOR NAVFAC POC INFORMATION. THE GOVERNMENT RESERVES THE RIGHT TO VERIFY ANY AND ALL INFORMATION ON THIS FORM.

ADJECTIVE RATINGS AND DEFINITIONS TO BE USED TO BEST REFLECT YOUR EVALUATION OF THE CONTRACTOR'S PERFORMANCE

RATING	DEFINITION	NOTE
(E) Exceptional	Performance meets contractual requirements and exceeds many to the Government/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with few minor problems for which corrective actions taken by the contractor was highly effective.	An Exceptional rating is appropriate when the Contractor successfully performed multiple significant events that were of benefit to the Government/Owner. A singular benefit, however, could be of such magnitude that it alone constitutes an Exceptional rating. Also, there should have been NO significant weaknesses identified.
(VG) Very Good	Performance meets contractual requirements and exceeds some to the Government's/Owner's benefit. The contractual performance of the element or sub-element being assessed was accomplished with some minor problems for which corrective actions taken by the contractor were effective.	A Very Good rating is appropriate when the Contractor successfully performed a significant event that was a benefit to the Government/Owner. There should have been no significant weaknesses identified.
(S) Satisfactory	Performance meets minimum contractual requirements. The contractual performance of the element or sub-element contains some minor problems for which corrective actions taken by the contractor appear or were satisfactory.	A Satisfactory rating is appropriate when there were only minor problems, or major problems that the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified. Per DOD policy, a fundamental principle of assigning ratings is that contractors will not be assessed a rating lower than Satisfactory solely for not performing beyond the requirements of the contract.
(M) Marginal	Performance does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed reflects a serious problem for which the contractor has not yet identified corrective actions. The contractor's proposed actions appear only marginally effective or were not fully implemented.	A Marginal is appropriate when a significant event occurred that the contractor had trouble overcoming which impacted the Government/Owner.
(U) Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element or sub-element contains serious problem(s) for which the contractor's corrective actions appear or were ineffective.	An Unsatisfactory rating is appropriate when multiple significant events occurred that the contractor had trouble overcoming and which impacted the Government/Owner. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating.
(N) Not Applicable	No information or did not apply to your contract	Rating will be neither positive nor negative.

Contractor Information (Firm Name): _____

Client Information (Name): _____

TO BE COMPLETED BY CLIENT

PLEASE CIRCLE THE ADJECTIVE RATING WHICH BEST REFLECTS YOUR EVALUATION OF THE CONTRACTOR'S PERFORMANCE.

1. QUALITY:	
a) Quality of technical data/report preparation efforts	E VG S M U N
b) Ability to meet quality standards specified for technical performance	E VG S M U N
c) Timeliness/effectiveness of contract problem resolution without extensive customer guidance	E VG S M U N
d) Adequacy/effectiveness of quality control program and adherence to contract quality assurance requirements (without adverse effect on performance)	E VG S M U N
2. SCHEDULE/TIMELINESS OF PERFORMANCE:	
a) Compliance with contract delivery/completion schedules including any significant intermediate milestones. (If liquidated damages were assessed or the schedule was not met, please address below)	E VG S M U N
b) Rate the contractor's use of available resources to accomplish tasks identified in the contract	E VG S M U N
3. CUSTOMER SATISFACTION:	
a) To what extent were the end users satisfied with the project?	E VG S M U N
b) Contractor was reasonable and cooperative in dealing with your staff (including the ability to successfully resolve disagreements/disputes; responsiveness to administrative reports, businesslike and communication)	E VG S M U N
c) To what extent was the contractor cooperative, businesslike, and concerned with the interests of the customer?	E VG S M U N
d) Overall customer satisfaction	E VG S M U N
4. MANAGEMENT/ PERSONNEL/LABOR	
a) Effectiveness of on-site management, including management of subcontractors, suppliers, materials, and/or labor force?	E VG S M U N
b) Ability to hire, apply, and retain a qualified workforce to this effort	E VG S M U N
c) Government Property Control	E VG S M U N
d) Knowledge/expertise demonstrated by contractor personnel	E VG S M U N
e) Utilization of Small Business concerns	E VG S M U N
f) Ability to simultaneously manage multiple projects with multiple disciplines	E VG S M U N
g) Ability to assimilate and incorporate changes in requirements and/or priority, including planning, execution and response to Government changes	E VG S M U N
h) Effectiveness of overall management (including ability to effectively lead, manage and control the program)	E VG S M U N
5. COST/FINANCIAL MANAGEMENT	

a) Ability to meet the terms and conditions within the contractually agreed price(s)?	E VG S M U N

b) Contractor proposed innovative alternative methods/processes that reduced cost, improved maintainability or other factors that benefited the client	E VG S M U N
c) If this is/was a Government cost type contract, please rate the Contractor's timeliness and accuracy in submitting monthly invoices with appropriate back-up documentation, monthly status reports/budget variance reports, compliance with established budgets and avoidance of significant and/or unexplained variances (under runs or overruns)	E VG S M U N
d) Is the Contractor's accounting system adequate for management and tracking of costs? If no, please explain in Remarks section.	Yes No
e) If this is/was a Government contract, has/was this contract been partially or completely terminated for default or convenience or are there any pending terminations? Indicate if show cause or cure notices were issued, or any default action in comment section below.	Yes No
f) Have there been any indications that the contractor has had any financial problems? If yes, please explain below.	Yes No
6. SAFETY/SECURITY	
a) To what extent was the contractor able to maintain an environment of safety, adhere to its approved safety plan, and respond to safety issues? (Includes: following the users rules, regulations, and requirements regarding housekeeping, safety, correction of noted deficiencies, etc.)	E VG S M U N
b) Contractor complied with all security requirements for the project and personnel security requirements.	E VG S M U N
7. GENERAL	
a) Ability to successfully respond to emergency and/or surge situations (including notifying COR, PM or Contracting Officer in a timely manner regarding urgent contractual issues).	E VG S M U N
b) Compliance with contractual terms/provisions (explain if specific issues)	E VG S M U N
c) Would you hire or work with this firm again? (If no, please explain below)	Yes No
d) In summary, provide an overall rating for the work performed by this contractor.	E VG S M U N

Please provide responses to the questions above (if applicable) and/or additional remarks. Furthermore, please provide a brief narrative addressing specific strengths, weaknesses, deficiencies, or other comments which may assist our office in evaluating performance risk (please attach additional pages if necessary):