PERFORMANCE WORK STATEMENT (PWS)

[Direct Procured Method (DPM) Personal Property Shipments]

Part 1

General Information

1. **GENERAL:** This is a non-personal services contract to provide Packing, Containerization and Drayage of Direct Procurement Method (DPM) Personal Property Shipments. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

1.1 Description of Services/Introduction: The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform Packing, Containerization and Local Drayage of Direct Procurement Method (DPM) Personal Property Shipments as defined in this Performance Work Statement (PWS), section 5 except for those items specified as government furnished property and services. The Contractor shall perform to the standards in this contract.

1.2 Background: Contracting for the Packing, Containerization and Drayage of Direct Procurement Method (DPM) Personal Property Shipments is mandated by Defense Transportation Regulation (DTR) 4500.9-R, Part IV, Chapter 404, paragraph G.1. Shipments utilizing the DPM program are coordinated by the Government for each segment of transportation required. Origin and destination DPM contracts acquire the origin pickup and destination delivery services; bill of ladings issued to motor freight carriers, by the origin J/PPSO are utilized to transport the crated shipments from the origin to the destination DPM contractors. Shipments destined for overseas locations are transported to military air or surface ports (AMC/MSC), where they enter the Defense Transportation System (DTS) in which a Transportation Control Movement Document (TCMD) is utilized for transportation between military ports.

1.3 Objectives: Direct procurement method personal property shipments for military service members and/or their dependents that are 1) of high quality, 2) timely.

1.4 Scope: Work to be performed will be those services identified in the Schedule of Services awarded to the contractor as outlined in individual Contract Line Item Numbers. Tasks by type of move are reflected in Exhibit 1, Appendix G, Table 5-1, Task/Type of Move Matrix, showing which tasks normally apply to each type of move. Specific requirements for each task are described in Part 5, Description of Services. If specific instructions or requirements are not provided, commercial standards of services and best business practices are acceptable.

1.5 Period of Performance: The period of performance (POP) shall be for one (1) Base Year and four (4) 12-month option years with one (1) additional 6-month extension.

Base Year	01 July 2026 – 30 June 2027
Option Year I	01 July 2027 – 30 June 2028
Option Year II	01 July 2028 – 30 June 2029
Option Year III	01 July 2029 – 30 June 2030
Option Year IV	01 July 2030 – 30 June 2031
Option Year 6 Month Extension	01 July 2031 – 31 January 2032

1.6 General Information

1.6.1 Federal Observed Holidays: Services will not be ordered on Federal holidays. The contractor can schedule work pertaining to this contract at their discretion and solely for

their convenience; however, the Government will not be responsible for increased monetary compensation.

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

1.6.2 Hours of Operation: The Contractor is responsible for conducting business, between the hours of 0800 hours (8:00 am) and 1700 hours (5:00 pm) Monday through Friday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons.

1.6.3 Place of Performance: The work to be performed under this contract will be performed at **Area 1: State of Georgia: (Richmond and Columbia counties and State of South Carolina: (City Limits of North Augusta). Area 2: State of Georgia: (Burke, Jefferson, Lincoln, and McDuffie counties) and State of South Carolina: (Aiken, and Edgefield counties). Area 3: State of Georgia: (Emmanuel, Glascock, Jenkins, Screven, Taliaferro, Warren, and Wilkes counties) and State of South Carolina: (Allendale, Barnwell, Hampton, and McCormick counties).**

1.6.4 Quality Control Program (QCP): The Contractor shall develop and maintain an effective Quality Control Plan (QCP) to ensure services are performed in accordance with (IAW) this PWS. The contractor is responsible for the delivery of quality services/supplies to the Government (see FAR 52.212-4, Contractor Terms and Conditions – Commercial Items). The Contractor shall develop, implement and maintain an effective Quality Control System which includes a written QCP. The QCP shall implement standardized procedure/methodology for monitoring and documenting contract performance to ensure all contract requirements are met. The Contractor QCP must contain a systematic approach to monitor operations to ensure acceptable services/products are provided to the Government. The QCP shall address continuous process improvement; procedures for scheduling, conducting and documentation of inspection; discrepancy identification and correction; corrective action procedures to include procedures for addressing Government discovered nonconformance; procedures for root cause analysis to identify the root cause and root cause corrective action to prevent re-occurrence of discrepancies; procedures for trend analysis; procedures for collecting and addressing customer feedback/complaints. The contractor shall upon request provide to the Government their quality control documentation. The QCP is to be delivered within 15 days after contract award. After acceptance of the contractor quality control plan the contractor shall receive the Contracting Officer's acceptance in writing of any proposed change to their QC plan.

1.6.5 Quality Assurance: The contractor shall comply with the government's quality assurance program as defined in the Quality Assurance Surveillance Plan. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable quality level(s) (AQL). Government surveillance of contractor performance is not limited to the Performance Objectives as outlined in this PWS. The Government reserves the right to conduct compliance surveillance of any contractual requirement of this acquisition. (Note: This paragraph does not apply in PWSs for Commercial Contracts.)

1.6.6 Type of Contract: This will be a Firm-Fixed Price (FFP), Requirements Contract.

1.6.7 Security Requirements: Contractor personnel performing work under this contract conform to all surety requirements at time of the contract start date and must maintain the level of security required for the life of the contract. All personnel employed by the contractor or any representative of the contractor entering the Government reservation shall conform to all security regulations which may be in effect during the contract period and shall be subject to such checks as may be deemed necessary to ensure that no violations occur. No employee will be permitted on the post when such a check reveals that his presence would be detrimental to the security of Fort Gordon or the accomplishment of the work. All truck deliveries into Fort Gordon, Georgia are restricted to Gate 6.

1.6.7.1 Physical Security: The Contractor shall safeguard all government equipment, information and property provided for Contractor use.

1.6.7.2 Key Control: The Contractor shall maintain internal key control procedures.

1.6.7.2.1. Lost keys are contractor responsibility.

1.6.7.2.2. The Government will not provide or issue any keys to the Contractor.

1.6.7.3 Lock Combinations: The Contractor shall maintain internal lock combination methods.

1.6.8 Special Qualifications: The contractor is responsible for ensuring all employees possess appropriate qualifications to package, ship and store personal property household goods.

1.6.9 Post Award Conference/Periodic Progress Meetings: The Contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation (FAR) Subpart 42.5. The KO and Contracting Officer's Representative (COR) shall meet periodically with the contractor to review the contractor's performance. At these meetings the KO will apprise the Contractor of how the Government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues.

1.6.10 Contracting Officer's Representative (COR): The COR Management System Tool (Virtual Contracting Enterprise (VCE)-Acquisition Resource Center (ARC) https://arc.army.mil/COR) for nomination, tracking, documentation, and management of CORs will be used. The COR will be identified by separate letter. The COR monitors all technical aspects of the contract and assists in contract administration The COR is authorized to perform the following functions: Assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, and specifications; monitor Contractor's performance and notifies both the KO and Contractor of any deficiencies; coordinate availability of government furnished property, and provide site entry of Contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

1.6.11 Key Personnel: The Contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the contractor when the manager is absent shall be designated in writing to the contracting

officer. The contract manager or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract. The contract manager or alternate shall be available between 8:00 a.m. to 5:00 p.m, Monday through Friday except Federal holidays or when the Government facility is closed for administrative reasons.

1.6.12 Identification of Contractor Employees: All contract personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by Contractors are suitably marked as Contractor products or that Contractor participation is appropriately disclosed.

1.6.13 Contractor Travel Contractor will not be required to travel CONUS and within the NCR during the performance of this contract to attend meetings, conferences, and training.

1.6.14 Contractor Personnel Conduct: Contractor personnel's conduct shall not reflect discredit upon the
Government. The Contractor shall ensure that personnel present a professional appearance. The Contractor's employees shall observe and comply with all local policies and procedures concerning fire, safety, environmental protection, sanitation, security, and possession of firearms or other lethal or illegal weapons or substance. The Contractor is responsible for ensuring that any contractor employees providing services under this contract conduct themselves and perform services in a professional, safe, and responsible manner. The Contractor shall remove from the job site any employee for reasons of misconduct or security. In accordance with DOD Directive 5500.7-R, "Joint Ethics Regulation", Contractor employees must avoid improperly influenced in the execution of their duties under the contract. Particular attention should be paid to acceptance of gifts/ gratuities, and on non-disclosure of sensitive or classified information. The Contractor shall ensure employee conduct complies with 41 U.S. C 423 relative to release of acquisition related information or actions or discussions which may prejudice future competitions. The Contractor shall ensure no contractor employees conduct political related activities or events on the USAR Facilities.

1.6.15 Other Direct Costs: Other direct costs will not be authorized during this contract.

1.6.16 Data Rights: The Government has unlimited rights to all personal property shipping documents produced under this contract. These documents may not be used or sold by the contractor without written permission from the KO.

1.6.17 Organizational Conflict of Interest: Contractor and subcontractor personnel performing work under this contract may receive, have access to, or participate in the development of proprietary or source selection information (e.g., cost or pricing information, budget information or analyses, specifications or work statements, etc.), or perform evaluation services which may create a current or subsequent Organizational Conflict of Interests (OCI) as defined in FAR Subpart 9.5. The Contractor shall notify the KO immediately whenever it becomes aware that such access or participation may result in any actual or potential OCI and shall promptly submit a plan to the KO to avoid or mitigate any such OCI. The Contractor's mitigation plan will be determined to be acceptable solely at the discretion of the KO, and in the event the KO unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the KO may affect other remedies as he or she deems necessary, including prohibiting the Contractor from participation in subsequent contracted requirements which may be affected by the OCI.

1.6.18 Phase In/Phase Out To minimize any decreases in productivity and to prevent possible negative impacts on additional services, the Contractor shall have key personnel on board, during the sixty (60) day, and thirty (30) day phase in/ phase out periods. The Contractor shall, upon the Contracting Officer's written notice, (1) furnish phase-in and phase-out services for up to 10 months after this contract expires and (2) negotiate in good faith a plan with a successor to determine the nature and extent of phase-in and phase-out services required. The plan shall specify a training program and a date for transferring responsibilities for each division of work described in the plan, and shall be subject to the Contracting Officer's approval. The Contractor shall provide sufficient experienced personnel during the phase-in and phase-out period to ensure that the services called for by this contract are maintained at the required level of proficiency.

1.6.19 Antiterrorism (AT) and Operations Security (OPSEC)

1.6.19.1 AT Level I Training: This provision/contract text is for contractor employees with an area of performance within an Army controlled installation, facility, or area. All contractor employees, to include subcontractor employees, requiring access to Army installations, facilities, and controlled access areas shall complete AT Level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee to the COR or to the KO, if a COR is not assigned within 30 calendar days after completion of training by all employees and subcontractor personnel.

1.6.19.2 Access and General Protection/Security Policy and Procedures: This standard language text is for contractor employees with an area of performance within an Army controlled installation, facility, or area. Contractor and all associated sub-contractors' employees shall comply with applicable installation, facility, and area commander installation/facility access and local security policies and procedures (provided by government representative). The contractor shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshall Office, Director of Emergency Services, or Security Office. Contractor workforce must comply with all personal identity verification requirements as directed by DOD, HQDA, and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

1.6.19.3 AT Awareness Training for Contractor Personnel Traveling Overseas: This standard language text required US based contractor employees and associated sub-contractor employees to make available and to receive government provided area of responsibility (AOR) specific AT awareness training as directed by AR 525-13. Specific AOR training content is directed by the combatant commander with the unit ATO being the local point of contact.

1.6.19.4 iWATCH Training: This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area. The contractor and all associated sub- contractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within XX calendar days of contract award and within YY calendar days of new employees commencing performance with

the results reported to the COR NLT [insert number of calendar days] calendar days after contract award.

1.6.19.5 Contractor Employees Who Require Access to Government Information Systems (IS): All contractor employees with access to a government IS must be registered in the ATCTS (Army Training Certification Tracking System) at commencement of services, and must successfully complete the DOD Information Assurance Awareness prior to access to the IS and then annually thereafter.

1.6.19.6 For Contracts that Require an OPSEC Standing Operating Procedure (SOP)/Plan: The contractor shall develop an OPSEC SOP/Plan within 90 calendar days of contract award, to be reviewed and approved by the responsible Government OPSEC officer, per AR 530-1, Operations Security. This SOP/Plan will include the government's critical information, why it needs to be protected, where it is located, who is responsible for it, and how to protect it. In addition, the contractor shall identify an individual who will be an OPSEC Coordinator. The contractor will ensure this individual becomes OPSEC Level II certified per AR 530-1.

1.6.19.7 For Contracts that Require OPSEC Training: Per AR 530-1, Operations Security, new contractor employees must complete Level I OPSEC training within 30 calendar days of their reporting for duty. All contractor employees must complete annual OPSEC awareness training.

1.6.19.8 For Information Assurance (IA)/Information Technology (IT) Training: All contractor employees and associated sub-contractor employees must complete the DoD IA awareness training before issuance of network access and annually thereafter. All contractor employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within six months of employment.

1.6.19.9 For Information Assurance (IA)/Information Technology (IT) Certification: Per DoD 8570.01-M, DFARS 252.239.7001, and AR 25-2, the contractor employees supporting IA/IT functions shall be appropriately certified upon contract award. The baseline certification as stipulated in DoD 8570.01-M must be completed upon contract award.

1.6.19.10 For Contractors Authorized to Accompany the Force: DFARS Clause 252.225-7040, Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States. The clause shall be used in solicitations and contracts that authorize contractor personnel to accompany US Armed Forces deployed outside the US in contingency operations; humanitarian or peacekeeping operations; or other military operations or exercises, when designated by the combatant commander. The clause discusses the following AT/OPSEC related topics: required compliance with laws and regulations, pre-deployment requirements, required training (per combatant command guidance), and personnel data required.

1.6.19.11 For Contractors Requiring Performance or Delivery in a Foreign Country, DFARS Clause 252.225-7043, Antiterrorism/Force Protection for Defense Contractors Outside the US: The clause shall be used in solicitations and contracts that require performance or delivery in a foreign country. This clause applies to both contingencies and non-contingency support. The key AT requirement is for non-local national contractor personnel to comply with theater clearance requirements and allows the combatant commander to exercise oversight to ensure the contractor's compliance with combatant commander and subordinate task force commander policies and directives.

1.6.19.12 For Contracts That Require Handling or Access to Classified Information: Contractor shall comply with FAR 52.204-2, Security Requirements. This clause involves access to information classified "Confidential," "Secret," or "Top Secret" and requires contractors to comply with— (1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); any revisions to DOD 5220.22-M, notice of which has been furnished to the contractor.

1.6.20 Emergency Services

1.6.20.1 The Contractor shall have competent personnel trained and capable of dealing with minor personnel injuries. The Contractor of their employees shall immediately notify their supervisor of any accident requiring emergency medical treatment. The Contractor will, in turn, notify the KO or COR within 30 minutes of the incident.

1.6.20.2 Emergency medical treatment and services for Contractor personnel is the responsibility of the Contractor.

PART 2
DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

2. **DEFINITIONS AND ACRONYMS:**

2.1 Definitions:

2.1.1 Blue bark. The code word used to designate a personal property shipment of a deceased member/employee.

2.1.2 Complete Service. The rate bid per each item includes all related services, such as long carry, stairs, elevators, and excessive distances, necessary to perform the complete pickup and/or delivery of the personal property shipment.

2.1.3 Containerization. The stuffing or loading of personal property into exterior shipping containers.

2.1.4 Contract Administrator. The official Government representative delegated authority by the Contracting Officer to administer a contract. This individual is normally a member of the appropriate Contracting/Procurement career field and advises on all technical contractual matters.

2.1.5 Contractor. A supplier or vendor awarded a contract to provide specific supplies or service to the government. The term used in this contract refers to the prime.

2.1.6 Contracting Officer (KO). A person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the government. Note: The only individual who can legally bind the government.

2.1.7 Contracting Officer's Representative (COR). An employee of the U.S. Government appointed by the contracting officer to administer the contract. Such appointment shall be

in writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

2.1.8 Defective Service. A service output that does not meet the standard of performance associated with the Performance Work Statement.

2.1.9 Deliverable. Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

2.1.10 Direct Procurement Method (DPM). A type of shipment in which the Government obtains and manages each required segment of shipment services from origin pickup location to destination delivery location. Packing, containerization, local drayage, storage, delivery, unpacking, and related services are obtained from commercial firms under a contractual arrangement or by the use of Government facilities and employees.

2.1.11 DPM Control Number. A locally assigned number issued by the ordering activity when a requirement for services is placed with the contractor. For inbound shipments, the number is normally assigned when the Personal Property Shipping Officer receives the freight bill or written receiving notice from the contractor. For outbound or local drayage shipments, the number is normally assigned at the time the order is placed with the contractor.

2.1.12 Drayage.

a. SCHEDULE I – Drayage included applies in those instances when a shipment requires drayage to an air, water, or other terminal for onward movement after completion of the shipment preparation by the contractor. If it is being moved from a residence or other pickup point to the contractor's warehouse for onward movement by another freight company, drayage not included applies.

b. SCHEDULE II – Drayage included means delivery of the shipment from destination contractor's facility or other destination point to the final delivery point as ordered. When shipment or partial removal of items from shipment is performed and prepared for member/employee's pickup at destination delivery point, drayage not included applies.

2.1.13 Employee. A civilian individual employed by the United States Army, Air Force, Coast Guard, Marine Corps, or Navy, regardless of status or grade.

2.1.14 Empty Weight A.K.A TARE. The light (empty) weight of Schedule I/II exterior containers used in the shipment of personal property; Schedule III shipment would include the semi-tractor/trailer without the property included.

2.1.15 Government-Owned Containers (GOC). I nclude all exterior wooden shipping containers purchased by the Government or constructed by the contractor for services under a contract. GOCs include containers meeting the requirements of American Society for Testing and Materials (ASTM) as specified in ASTM D4169-01– Standard Practice for Performance Testing of Shipping Containers and Systems; ASTM D5118/D5118M-95 – Standard Practice for Fabrication of Fiberboard Shipping Boxes; ASTM D6251/D6251M-01 –Standard Specification for Wood-Cleated Panel board Shipping Boxes; and Military Surface Deployment and Distribution Command (SDDC) Pamphlet 55-12. All wooden exterior-shipping containers purchased by the Government in Schedule I services and received by the contractor with Schedule II services are GOCs.

2.1.16 Gross Hundred Combined Weight (GCWT). The actual gross weight divided by 100.

2.1.17 Gross Weight. The heavy (full) weight of property prepared for shipment to include the exterior containers of Schedule I/II shipments; Schedule III shipments would include the semitractor/trailer with the property included.

2.1.18 Household Goods. See Joint Travel Regulation (JTR) Appendix A http://www.defensetravel.dod.mil/site/travelreg.cfm; separate definitions exist for military members and civilian employees.

2.1.19 International. The movement of household goods or unaccompanied baggage between a point in the Continental United States (CONUS) and a point in an overseas location Outside Continental United States (OCONUS).

2.1.20 Inter-theater. The movement of household goods or unaccompanied baggage between one overseas theater and another overseas theater.

2.1.21 Intra-theater. The movement of household goods or unaccompanied baggage within one overseas theater.

2.1.22 Issuing Officer. Only authorized or acting Personal Property Shipping Offices may issue Personal Property Bills of Lading (PPBL/BL). Such authorized persons may be military personnel or civilian employees of the U.S. Government on duty at the issuing office. As stated in 41 CFR 10141.302-4, accountability for PPBL/BLs used by a contractor-shipper remains with the issuing office. The name and title of the issuing officer and the name and address of the issuing office, rather than those of the contractor-shipper must appear on the PPBL/BL.

2.1.23 Item or Article. The terms item and article used in this contract are interchangeable. Each shipping piece or package and the contents constitute one item.

2.1.24 Member. A commissioned officer, commissioned warrant officer, warrant officer, and enlisted person, including a retired person, of the Uniformed Services and the United States Coast Guard. (NOTE: “Retired person” includes members of the Fleet Reserve and Fleet Marine Corps Reserve who are in receipt of retainer pay.)

2.1.25 Member/Employee. Any person employed in the Government’s uniformed, including U.S. Coast Guard, or civilian service.

2.1.26 Metrics. A statistical measurement of performance.

2.1.27 Net Combined Hundred Weight. The actual net weight divided by 100.

2.1.28 Net Weight. The difference between the gross (heavy) weight and the tare (light) weight.

2.1.29 Ordering Officer. The contracting officer of a using activity or a Government individual appointed by the contracting officer authorized to order services under the contract.

2.1.30 Outsize Air Cargo. A single item that exceeds 72 inches in any one dimension.

2.1.31 Packaging. The processes and procedures used to protect materiel from deterioration, damage, or both. It includes cleaning, drying, preserving, packing, marking, and unitization.

2.1.32 Packed by Owner (Member/Employee). Those articles packed in a container by the owner (Item 0006 and 0007, Schedule I).

2.1.33 Packing. Assembly of packaged items into a shipping container with necessary blocking, bracing, cushioning, weatherproofing, reinforcement, and marking.

2.1.34 Personal Property. Household goods, unaccompanied baggage, privately-owned vehicles and mobile homes, as defined in the Joint Travel Regulation (JTR).

2.1.35 Personal Property Shipping Office (PPSO). The individual designated by authority to perform assigned traffic management functions at military installations or activities, regardless of whether or not that is the organizational title of the individual. For the purpose of this contract, the PPSO includes representatives designated to order the services required and to inspect and evaluate those services performed by the contractor for acceptance or rejection.

2.1.36 Physical Security. Precautionary actions taken that prevent the loss or damage of Government property.

2.1.37 Professional Books, Papers, and Equipment (PBP&E) (A.K.A Pro-Gear). Articles of household goods in a member/employee's possession needed for the performance of official duties at the next or a later destination.

a. PBP&E INCLUDES:
(1) Reference material not ordinarily available at the next duty station.
(2) Instruments, tools, and equipment peculiar to technicians, mechanics, medical professionals, musicians and members/employees of the professions.
(3) Specialized clothing such as diving suits, flying suits and helmets, band uniforms, chaplains' vestments, and other specialized apparel not normal or usual uniform or clothing.
(4) Communication equipment used by DoD military or civilian personnel in association with the MARS.
(5) Individually owned or specially issued field clothing and equipment.
(6) Government or uniformed service-owned accountable organizational clothing and individual equipment (OCIE) issued to a member/employee by the Service for official use.

b. PBP&E DOES NOT INCLUDE:
(1) Commercial products for sale/resale used in conducting business
(2) Sports equipment
(3) Office furniture
(4) Household furniture
(5) Shop fixtures
(6) Furniture of any kind even though used ICW the PBP&E (e.g., bookcases, study/computer desks, file cabinets, and racks)
(7) Personal computer equipment and peripheral devices
(8) Memorabilia including awards, plaques or other objects presented for past performance
(9) Table service including flatware (including serving pieces), dishes (including serving pieces, salvers and their heating units), other utensils, and glassware
(10) Other items of a professional nature that are not necessary at the next/subsequent duty station, such as text books from previous schools unrelated to future duties, personal books, even if used as part of a past professional reading program or course of instruction and reference material that ordinarily would be available at the next/subsequent duty station either in hard copy of available on the internet.

c. PBP&E FOR MEMBER'S DEPENDENT SPOUSE. (Not applicable to a civilian employee's dependent spouse.) PBP&E includes HHG in a member's spouse's possession needed for the spouse's employment or community support activities at the next or later destination. Authorized PBP&E are itemized in Para 2.1.37.1.a, b, and c above.

2.1.38 Progressive (Pro) Number. A reference number generated by the motor freight company which is used for shipment tracking and invoicing purposes.

2.1.39 Quality Assurance. The government procedures to verify that services being performed by the Contractor are acceptable in accordance with established standards and requirements of this contract.

2.1.40 Quality Assurance Specialist. An official Government representative concerned with matters pertaining to the contract administration process and quality assurance/quality control. Acts as technical advisor to the Contracting Officer in these areas.

2.1.41 Quality Assurance Surveillance Plan. (QASP). An organized written document specifying the surveillance methodology to be used for surveillance of contractor performance.

2.1.42 Quality Control. All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

2.1.43 Residence. Normally considered to be the home, barracks, or other dwelling of the Member/Employee.

2.1.44 Subcontractor. One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

2.1.45 Unaccompanied Baggage. Personal effects of a traveler needed ICW official travel and immediately upon arrival at the assignment point. That part of a member's/employees prescribed weight allowance of HHG that:

a. Is not carried free on a ticket used for personal travel.

b. Ordinarily is transported separately from the major bulk of HHG.

c. Usually is transported by an expedited mode because it's needed immediately or soon after arrival at destination for interim housekeeping pending arrival of the major portion of HHG.

2.1.46 Workday. The number of hours per day the Contractor provides services in accordance with the contract.

2.1.47 Work Week. Monday through Friday, unless specified otherwise.

2.2 Acronyms:

ACOR	Alternate Contracting Officer's Representative
AFARS	Army Federal Acquisition Regulation Supplement
ALSC	American Lumber Standards Committee
AMC	Air Mobility Command
ANSI	American National Standards Institute
AO	Area of Operation
AR	Army Regulation
ASTM	American Society of Testing and Materials
BL	Bill of Lading
BLOC	Bill of Lading Office Code
CA	Corrective Action
CAP	Contractor Acquired Property
CD	Compact Disassembled
CDs	Compact Disks
CDR	Contract Discrepancy Report
CLIN	Contract Line Item Number

CFR	Code of Federal Regulations
CMR	Contract Manpower Reporting
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTR	Contracting Officer Technical Representative
CP	Contract Packed
CPPSO	Consolidated Personal Property Shipping Office
CTNS	Cartons
CU	Cube
CW	Containerized Warehouse
CWT	Combined Weight
COTS	Commercial-Off-the-Shelf
DA	Department of the Army
DBO	Disassembled by Owner
DDF	Department of Defense Form
DFARS	Defense Federal Acquisition Regulation Supplement
DMDC	Defense Manpower Data Center
DOD	Department of Defense
DODAAC	Department of Defense Activity Address Code
DP3	Defense Personal Property Program
DPM	Direct Procurement Method
DPS	Defense Personal Property System
DTR	Defense Transportation Regulation
DTS	Defense Transportation System
DVD	Digital Video Disk
EMAIL	Electronic Mail
FAR	Federal Acquisition Regulation
FAX	Facsimile
F/L	Foot Locker
FRV	Full Replacement Value
GBL	Government Bill of Lading
GBLOC	Government Bill of Lading Address Code
GCWT	Gross Combined Weight
GOC	Government Owned Container
HHG	Household Goods
HT	Heat Treated
IAW	In Accordance With
ICW	In Conjunction With
ITGBL	International Government Bill of Lading
JMIDG	Joint Military Industry Depreciation Guide
JPPSO	Joint Personal Property Shipping Office
JTR	Joint Travel Regulation
KO	Contracting Officer
MCO	Military Claims Office
MFC	Motor Freight Carrier
MICC	Military Installation Contracting Command
MPCECA	Military Personnel and Civilian Employees Claims Act
MSC	Military Sealift Command
MSL	Military Shipping Label
NCWT	Net Combined Weight
NLT	No Later Than
NTS	Non-Temporary Storage
OCIE	Organizational Clothing and Individual Equipment

OCONUS	Outside Continental United States (includes Alaska and Hawaii)
PARA	Paragraph
PBO	Packed by Owner
PBP&E	Professional Books, Papers and Equipment
PDS	Permanent Duty Station
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Embarkation
POF	Privately Owned Firearm
POV	Privately Owned Vehicle
PPGBL/BL	Personal Property Government Bill of Lading/Bill of Lading
PPPO	Personal Property Processing Office
PPSO	Personal Property Shipping Office
PROGEAR	(A.K.A Professional Books, Papers and Equipment)
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RDD	Required Delivery Date
SDDC	Surface Deployment and Distribution Command
SDS	Service Delivery Summary
SIT	Storage In Transit
SF	Standard Form
TAC	Transportation Account Code
TCMD	Transportation Control Movement Document
TCN	Transportation Control Number
TE	Technical Exhibit
TPS	Third Party Service
TGBL	Through Government Bill of Lading
TPN	Transportation Priority Number
TSP	Transportation Service Provider
UB	Unaccompanied Baggage
UOM	Unit of Measure
USDA	United States Department of Agriculture
WPM	Wood Packaging Material

PART 3

GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, AND SERVICES

3. <u>GOVERNMENT FURNISHED ITEMS AND SERVICES</u>:

3.1 <u>Services</u>: The Government will provide the following items:

a. Government-Owned Containers.

b. Government-Owned Container Control Form.

c. DD Form 1299, Application for Shipment and/or Storage of Personal Property, Figure 5-9.
(1) Travel Orders as required
(2) Custom Forms as required

d. DD Form 1796, Receipt of Unaccompanied Baggage.

e. DD Form 1384, Transportation Control and Movement Document (TCMD).

f. Confirmation Letter of Services Ordered. A system-generated DPM confirmation letter will be issued by the ordering officer as follows:

(1) Schedule II – Service item(s) and estimated weight and/or UOM quantities.

3.2 Title to all HHG Type II wooden containers, crates or metal shipping boxes furnished by the government will remain the property of the government.

3.3 Return of Excess Government-Furnished Property. Upon expiration of the contract, the contractor shall return unused government-furnished forms and supplies to the ordering officer. Returned forms and supplies are to be in good reusable condition.

3.4 Record Keeping. The Contractor shall establish and maintain the records of Government property in accordance with FAR 52.245-1 and the Property Administration Guidebook. They are:

(1) Name, part #, NSN
(2) Quantity received, issued, on hand
(3) Unit acquisition cost
(4) Unique Item Identifier
(5) Unit of Measure
(6) Accountable contract #
(7) Location
(8) Disposition
(9) Posting reference or date of transaction
(10) Date placed in service

The Contractor shall tag, label, or mark Government Furnished Property as subject to serially managed items IAW DFARs 252.245-7000.

PART 4
CONTRACTOR FURNISHED ITEMS AND SERVICES

4. CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES:

4.1 General: The Contractor shall furnish all supplies, equipment, facilities and services required to perform work under this contract that are not listed under Section 3 of this PWS.

4.2 Facilities: As the minimum standard for qualification of a contractor warehouse, it must have either:

(a) An acceptable automatic sprinkler system; or (b)
A supervised fire detection and reporting system.

4.3 Fire Protections Systems: Must be accredited by the cognizant fire insurance rating organization for insurance rate credit. Additionally, the facility will be protected by an adequate water supply for firefighting and a fire department which is responsive 24 hours a day. Statements from the cognizant fire insurance rating organization, municipal fire department, or local authority, having jurisdiction, will be used as a basis for determining the sufficiency or adequacy of a fire fighting water supply and the responsiveness of a fire department to protect a facility.

PART 5 SPECIFIC TASKS

5. <u>SPECIFIC TASKS</u>:

5.1. See Exhibit 1, Appendix G Performance Work Statement for Packing, Containerization, and Local Drayage of Direct Procurement Method (DPM) Personal Property Shipments for Specific Tasks.

5.2. Upon receipt of contract award, the contractor shall furnish to the contracting officer evidence of the kinds and minimum amounts of insurance covering work to be performed. The contractor shall maintain at least the minimum insurance coverage required as specified in the Federal Acquisition Regulation, Part 28.307.2, Liability, throughout the contract period for the following policies:

5.3. Upon receipt contract award, the contractor shall furnish to the contracting officer evidence of the kinds and minimum amounts of insurance covering work to be performed. The contractor shall maintain at least the minimum insurance coverage required as specified in the Federal Acquisition Regulation, Part 28.307.2, Liability, throughout the contract period for the following policies:

(1) Workmen's compensation insurance and employer's liability of at least $100,000;
(2) Comprehensive general liability insurance: Bodily injury liability insurance coverage of at least $500,000 per occurrence; and
(3) Automobile liability insurance: Policies shall provide coverage of at least $200,000 per person and $500,000 per occurrence for bodily injury and $20,000 per occurrence for property damage. Each policy will contain an endorsement that cancellation or material change in the policy will not be effective until after a 30-day written notice is furnished to the contracting officer.

5.4. <u>Cargo Insurance.</u> The contractor shall provide a certification of cargo insurance reflecting coverage on a continuous basis in at least the amount shown below to cover legal liability. The certificate will contain the statement that the insurance company will provide the designated installation contracting officer, a 30-day written notice of any change, expiration, or cancellation of said policy. The underwriter of cargo insurance will have a rating of "A" or better in current issue of Best's Insurance Guide. The certificate will be prepared with original signatures and provided to the designated installation contracting officer. The following is the minimum cargo liability coverage required: For both domestic and international shipments: $50,000 per shipment.

5.5. ADDITIONAL MARKING INSTRUCTIONS.

5.6. All containers of professional books, papers or equipment shall be stenciled "Professional Books, Papers, Equipment" and their weights shall be shown separately on packing lists.

5.7. Unaccompanied baggage containers shall be marked aa such.

5.8. Federal, State, and Local taxes. The contractor is responsible for the payment of all applicable federal, state, and local taxes and duties.

5.9. (3) Automobile liability insurance: Policies shall provide coverage of at least $200,000 per person and

5.10. <u>Rules of Safety.</u> All rules of safety which are or may be imposed upon the contractor by federal, state or municipal codes, and the applicable Fort Gordon Installation Regulations shall be effectively carried out in the performance of the service contemplated herein.

5.11. An examination and/or testing system covering the following services Premove Survey; Weighing; Time Requirements On-time Pickup/Delivery of Personal Property; Preparation,

Packing, and Loading; Tagging and Preparing Inventory; Appliance Servicing and Unservicing; Vehicles, Serviceable Equipment, Insurance; Unpacking/Unloading and Loss and Damage Reports;
Documentation Timely pickup/return, proper preparation of documentation Accurate Invoicing of Charges; Contractor Manpower Report. It shall specify areas to be checked on either a scheduled or unscheduled basis or title of the individual(s) who shall perform the examination and/or testing.

5.12. Utilization of Report of contractor's services, DD Form 2773, for the purpose of identifying the quality of services performed before the level of performance is unacceptable.

5.13. A file of all examinations/tests conducted by the contractor and when required the corrective action taken when discrepancies have been found. This documentation shall be made available to the Government for review anytime during the term of the contract.

5.14. Customer Satisfaction Report. The contractor shall survey 100% of the relocating members with overall satisfaction as the primary indicator of quality. The survey shall include the question, "How satisfied are you with your relocation moving experience?" The answer choices shall include excellent/very satisfied, very good/satisfied, good/neither satisfied nor dissatisfied, fair/somewhat dissatisfied, and poor/very dissatisfied.

5.15. INVOICE REVIEW AND APPROVAL/INSPECTION AND ACCEPTANCE

5.16. The contractor shall submit schedules with invoices. The schedules shall identify the services which were performed and are being billed for under the current invoice. The COR will not accept any invoices without the schedule attached.

5.17. The COR is responsible for quality assurance of services performed and acceptance of the services or deliverables. The COR shall expeditiously review copies of the contractor's invoices or vouchers, schedules, certificate of performance and all other supporting documentation to determine the reasonableness of the billing. In making this determination, the COR must take into consideration all documentary information available and any information developed from personal observations.

5.18. The COR must indicate either complete or partial concurrence with the contractor's invoice/voucher by executing the applicable certificate of performance furnished by the contractor.

5.19. Upon completion of all services under the contract, the COR shall work with the Contractor to obtain and execute a final invoice no more than 60 days after completion of contract performance. The COR shall ensure that the invoice is clearly marked as a "Final Invoice."

5.20. Variances, Substitutions, or Late Deliveries. If the contractor is unable to furnish any service or perform any function on this contract exactly as and on or before the dates specified and described, immediate advice to this effect must be communicated to the Transportation Office. Specifications contained herein must be strictly followed by the contractor, regardless of any prior course of dealing between the Government and the contractor.

5.21. Contractor Manpower Reporting (CMR). The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for Packing, Containerization and Local Drayage of Direct Procurement Method (DPM) Personal Property Shipments via secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: http://www.ecmra.mil/, and then click on "Department of the Army CMRA" or the icon of the DoD organization that is receiving or benefitting from the contracted services. Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year, beginning

with 2016. Contractors may direct questions to the help desk by clicking on "Send an email" which is located under the Help Resources ribbon on the right side of the login page of the applicable Service/Component's CMR website. The required data fields include:

(1) Contracting Office, Contracting Officer, and/or Contracting Officer's Representative (COR);

(2) Contract number, including task and delivery order number;

(3) Beginning and ending dates covered by reporting period;

(4) Contractor's name, address, phone number, e-mail address, identity of Contractor employee entering Data;

(5) Estimated direct labor hours (including sub-Contractors);

(6) Estimated direct labor dollars paid this reporting period (including sub-Contractors);

(7) Total payments (including sub-Contractors);

(8) Predominant Federal Service Code (FSC) reflecting services provided by Contractor (and separate predominant FSC for each sub-Contractor if different);

(9) Estimated data collection cost;

(10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the Contractor with its UIC for the purposes of reporting this information);

(11) Locations where Contractor and sub-Contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website);

(12) Presence of deployment or contingency contract language; and

(13) Number of Contractor and sub-Contractor employees deployed in theater this reporting period (by country). As part of its submission, the contractor shall also provide the estimated total cost (if any) incurred to comply with this reporting requirement. The specific formats for the XML direct transfer may be downloaded from the website. Copies of the CMR will be provided to the COR per DELIVERABLES 0007.

PART 6

APPLICABLE PUBLICATIONS

6. APPLICABLE PUBLICATIONS (CURRENT EDITIONS)

6.1 The Contractor must abide by all applicable regulations, publications, manuals, and local policies and procedures. Any Contractor provided publications are to be procured and maintained at Contractor's expense. See attachment G-2.

PART 7
ATTACHMENT/TECHNICAL EXHIBIT LISTING

7. ATTACHEMENT/TECHNICAL EXHIBIT LIST:

Exhibit 1	Appendix G
Attachment 1	Appendix E
Attachment 2	Appendix D
Attachment 3	Appendix R
Attachment 4	Defense Transportation Reg G-1-Figures
Attachment 5	Defense Transportation Reg G-2-Publications And Commercial Standards
Attachment 6	Defense Transportation Reg G-3-Contractor Documents Requirement Listings
Attachment 7	Defense Transportation Reg G-4 Definitions
Attachment 8	Defense Transportation Reg G-5-Acronyms
Attachment 9	Defense Transportation Reg G-6-DPM Claims and Liability Procedures
Attachment 10	PRS (Within Solicitation)
Attachment 11	Wage Determination (Within Solicitation)
Attachment 12	Pricing Sheets (Within Solicitation)
Attachment 13	Offeror's Guaranteed Daily Capability-Inbound (Within Solicitation

CLAUSES INCORPORATED BY REFERENCE

52.203-3	Gratuities	APR 1984
52.203-12	Limitation on Payments to Influence Certain Federal Transactions	OCT 2010
52.203-17	Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights	APR 2014
52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper	MAY 2011
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-13	System for Award Management Maintenance	JUL 2013
52.204-18	Commercial and Government Entity Code Maintenance	JUL 2015
52.208-9	Contractor Use of Mandatory Sources of Supply or Services	MAY 2014
52.212-4	Contract Terms and Conditions--Commercial Items	MAY 2015
52.223-5	Pollution Prevention and Right-to-Know Information	MAY 2011
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.229-3	Federal, State And Local Taxes	FEB 2013
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013 52.232-40
	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-1	Disputes	MAY 2014
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.242-13	Bankruptcy	JUL 1995

52.246-16 Responsibility For Supplies APR 1984
52.247-3 Capability to Perform a Contract for Relocation of a Federal Office FEB 2006
52.247-5 Familiarization With Conditions APR 1984
52.247-8 Estimated Weights or Quantities Not Guaranteed APR 1984
52.247-11 Net Weight - Household Goods or Office Furniture APR 1984
52.247-12 Supervision, Labor, or Materials APR 1984
52.247-13 Accessorial Services - Moving Contracts APR 1984 52.247-14
Contractor Responsibility for Receipt of Shipment APR 1984 52.247-15
Contractor Responsibility for Loading and Unloading APR 1984
52.247-16 Contractor Responsibility for Returning Undelivered Freight APR 1984
52.247-17 Charges APR 1984
52.247-18 Multiple Shipments APR 1984
52.247-19 Stopping in Transit for Partial Unloading APR 1984
52.247-21 Contractor Liability for Personal Injury and/or Property Damage APR 1984
52.247-22 Contractor Liability for Loss of and/or Damage to Freight Other Than Household Goods APR 1984
52.247-24 Advance Notification by the Government APR 1984
52.247-26 Government Direction and Marking APR 1984
52.247-27 Contract Not Affected by Oral Agreement APR 1984
52.247-28 Contractor's Invoices APR 1984
52.247-68 Report of Shipment (REPSHIP) FEB 2006
52.251-1 Government Supply Sources APR 2012
252.203-7000 Requirements Relating to Compensation of Former DoD Officials SEP 2011
252.203-7002 Requirement to Inform Employees of Whistleblower Rights SEP 2013
252.204-7003 Control Of Government Personnel Work Product APR 1992
252.204-7004 Alt A System for Award Management Alternate A FEB 2014
252.204-7011 Alternative Line Item Structure SEP 2011
252.204-7012 Safeguarding Covered Defense Information and Cyber Incident Reporting DEC 2015
252.204-7015 Disclosure of Information to Litigation Support Contractors FEB 2014
252.205-7000 Provision Of Information To Cooperative Agreement Holders DEC 1991
252.209-7004 Subcontracting With Firms That Are Owned or Controlled By The Government of a Country that is a State Sponsor of Terrorism OCT 2015
252.211-7007 Reporting of Government-Furnished Property AUG 2012
252.223-7001 Hazard Warning Labels DEC 1991
252.223-7006 Prohibition On Storage, Treatment, and Disposal of Toxic or Hazardous Materials SEP 2014
252.225-7001 Buy American And Balance Of Payments Program-- Basic (Nov 2014) NOV 2014
252.225-7002 Qualifying Country Sources As Subcontractors DEC 2012
252.225-7012 Preference For Certain Domestic Commodities FEB 2013 252.225-7048 Export-Controlled Items JUN 2013
252.226-7001 Utilization of Indian Organizations and Indian-Owned Economic Enterprises, and Native Hawaiian Small Business Concerns SEP 2004
252.232-7010 Levies on Contract Payments DEC 2006
252.237-7010 Prohibition on Interrogation of Detainees by Contractor Personnel JUN 2013
252.243-7001 Pricing Of Contract Modifications DEC 1991
252.243-7002 Requests for Equitable Adjustment DEC 2012

252.244-7000 Subcontracts for Commercial Items JUN 2013
252.247-7011 Period of Contract OCT 2001 252.247-7012 Ordering Limitation DEC 1991
252.247-7014 Demurrage DEC 1991
252.247-7016 Contractor Liability for Loss or Damage DEC 1991
252.247-7017 Erroneous Shipments DEC 1991 252.247-7018 Subcontracting DEC 1991 252.247-7019 Drayage DEC 1991
252.247-7020 Additional Services AUG 2000
252.247-7023 Transportation of Supplies by Sea APR 2014 CLAUSES INCORPORATED BY FULL TEXT

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (MAR 2016)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (Nov 2015).

(2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Public Laws 108-77 and 108-78 (19 U.S.C. 3805 note)).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

___ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 4704 and 10 U.S.C. 2402).

____ (2) 52.203-13, Contractor Code of Business Ethics and Conduct (Oct 2015) (41 U.S.C. 3509).

____ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (June 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)

___ (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (Oct 2015) (Pub. L. 109-282) (31 U.S.C. 6101 note).

___ (5) [Reserved]

___ (6) 52.204-14, Service Contract Reporting Requirements (JAN 2014) (Pub. L. 111-117, section 743 of Div. C).

___ (7) 52.204-15, Service Contract Reporting Requirements for Indefinite-Delivery Contracts (JAN 2014) (Pub. L. 111-117, section 743 of Div. C).

__X_ (8) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Oct 2015) (31 U.S.C. 6101 note).

_____ (9) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (July 2013) (41 U.S.C. 2313).

____ (10) [Reserved]

____ (11)(i) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (NOV 2011) (15 U.S.C. 657a).

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____ (ii) Alternate I (NOV 2011) of 52.219-3.

____ (12) (i) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (OCT 2014) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C. 657a).

____ (ii) Alternate I (JAN 2011) of 52.219-4.

____ (13) [Reserved]

__X__ (14)(i) 52.219-6, Notice of Total Small Business Set-Aside (NOV 2011) (15 U.S.C. 644).

____ (ii) Alternate I (NOV 2011).

____ (iii) Alternate II (NOV 2011).

____ (15)(i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).

____ (ii) Alternate I (Oct 1995) of 52.219-7.

____ (iii) Alternate II (Mar 2004) of 52.219-7.

X (16) 52.219-8, Utilization of Small Business Concerns (OCT 2014) (15 U.S.C. 637(d)(2) and (3)).

____ (17)(i) 52.219-9, Small Business Subcontracting Plan (Oct 2015) (15 U.S.C. 637(d)(4)).

____ (ii) Alternate I (Oct 2001) of 52.219-9.

____ (iii) Alternate II (Oct 2001) of 52.219-9.

____ (iv) Alternate III (Oct 2015) of 52.219-9.

____ (18) 52.219-13, Notice of Set-Aside of Orders (NOV 2011) (15 U.S.C. 644(r)).

__X__ (19) 52.219-14, Limitations on Subcontracting (NOV 2011) (15 U.S.C. 637(a)(14)).

____ (20) 52.219-16, Liquidated Damages—Subcon-tracting Plan (Jan 1999) (15 U.S.C. 637(d)(4)(F)(i)).

____ (21) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (NOV 2011) (15 U.S.C. 657f).

__X__ (22) 52.219-28, Post Award Small Business Program Representation (July 2013) (15 U.S.C. 632(a)(2)).

____ (23) 52.219-29, Notice of Set-Aside for, or Sole Source Award to, Economically Disadvantaged Women-Owned Small Business Concerns (Dec 2015) (15 U.S.C. 637(m)).

____(24) 52.219-30, Notice of Set-Aside for, or Sole Source Award to, Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (Dec 2015) (15 U.S.C. 637(m)).

__X__ (25) 52.222-3, Convict Labor (June 2003) (E.O. 11755).

__X__(26) 52.222-19, Child Labor--Cooperation with Authorities and Remedies (FEB 2016) (E.O. 13126).

__X__ (27) 52.222-21, Prohibition of Segregated Facilities (Apr 2015).

__X__ (28) 52.222-26, Equal Opportunity (Apr 2015) (E.O. 11246).

__X__ (29) 52.222-35, Equal Opportunity for Veterans (Oct 2015) (38 U.S.C. 4212).

__X__ (30) 52.222-36, Equal Opportunity for Workers with Disabilities (July 2014) (29 U.S.C. 793).

__X__ (31) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).

__X__ (32) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O.13496).
__X__ (33)(i) 52.222-50, Combating Trafficking in Persons (March 2, 2015) (22 U.S.C. chapter 78 and E.O.13627).

____ (ii) Alternate I (March 2, 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

__X__ (34) 52.222-54, Employment Eligibility Verification (Oct 2015). (E. O. 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)

____ (35)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA–Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

____ (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)

__X__ (36) (i) 52.223-13, Acquisition of EPEAT® Registered Imaging Equipment (Jun 2014) (E.O.s 13423 and 13514).

_____ (ii) Alternate I (OCT 2015) of 52.223-13.

_____ (37)(i) 52.223-14, Acquisition of EPEAT® Registered Televisions (Jun 2014) (E.O.s 13423 and 13514).

_____ (ii) Alternate I (Jun 2014) of 52.223-14.

____ (38) 52.223-15, Energy Efficiency in Energy-Consuming Products (Dec 2007) (42 U.S.C. 8259b).

____ (39)(i) 52.223-16, Acquisition of EPEAT[supreg]-Registered Personal Computer Products (OCT 2015) (E.O.s 13423 and 13514).

____ (ii) Alternate I (Jun 2014) of 52.223-16.

____ (40) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011) (E.O. 13513).

____ (41) 52.225-1, Buy American--Supplies (May 2014) (41 U.S.C. chapter 83).

____(42) (i) 52.225-3, Buy American--Free Trade Agreements--Israeli Trade Act (May 2014) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43.
_____ (ii) Alternate I (May 2014) of 52.225-3.

_____ (iii) Alternate II (May 2014) of 52.225-3.

_____ (iv) Alternate III (May 2014) of 52.225-3.

____ (43) 52.225-5, Trade Agreements (FEB 2016) (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).

____ (44) 52.225-13, Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).

____ (45) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

____ (46) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).

____ (47) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150).

____ (48) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

____ (49) 52.232-30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 4505, 10 U.S.C. 2307(f)).

__X__ (50) 52.232-33, Payment by Electronic Funds Transfer—System for Award Management (July 2013) (31 U.S.C. 3332).

____ (51) 52.232-34, Payment by Electronic Funds Transfer—Other than System for Award Management (July 2013) (31 U.S.C. 3332).

____ (52) 52.232-36, Payment by Third Party (MAY 2014) (31 U.S.C. 3332).

____ (53) 52.239-1, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).

____ (54)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631).

___ (ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items: (Contracting Officer check as appropriate.)

_____(1) 52.222-17, Nondisplacement of Qualified Workers (May 2014) (E.O. 13495).

_____ (2) 52.222-41, Service Contract Labor Standards (MAY 2014) (41 U.S.C. chapter 67).

(3) 52.222-42, Statement of Equivalent Rates for Federal Hires (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

__X___ (4) 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards--Price Adjustment (Multiple Year and Option Contracts) (MAY 2014) (29 U.S.C. 206 and 41 U.S.C. chapter 67).

_____ (5) 52.222-44, Fair Labor Standards Act and Service Contract Labor Standards--Price Adjustment (MAY 2014) (29 U.S.C 206 and 41 U.S.C. chapter 67).

_____ (6) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (MAY 2014) (41 U.S.C. chapter 67). _____ (7) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).

__X___(8) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015) (E.O. 13658).

_____ (9) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792).

_____ (10) 52.237-11, Accepting and Dispensing of $1 Coin (Sept 2008) (31 U.S.C. 5112(p)(1)).
(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records--Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) (1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1)in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (Oct 2015) (41 U.S.C. 3509).

(ii) 52.219-8, Utilization of Small Business Concerns (OCT 2014) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds $700,000 ($1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(iv) 52.222-21, Prohibition of Segregated Facilities (Apr 2015).

(v) 52.222-26, Equal Opportunity (APR 2015) (E.O. 11246).

(vi) 52.222-35, Equal Opportunity for Veterans (Oct 2015) (38 U.S.C. 4212).

(vii) 52.222-36, Equal Opportunity for Workers with Disabilities (Jul 2014) (29 U.S.C. 793).

(viii) 52.222-37, Employment Reports on Veterans (Feb 2016) (38 U.S.C. 4212).

(ix) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(x) 52.222-41, Service Contract Labor Standards (May 2014), (41 U.S.C. chapter 67).

(xi) _____ (A) 52.222-50, Combating Trafficking in Persons (March 2, 2015) (22 U.S.C. chapter 78 and E.O. 13627).

_____ (B) Alternate I (March 2, 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).

(xii) 52.222-51, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment--Requirements (May 2014) (41 U.S.C. chapter 67.)

(xiii) 52.222-53, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Requirements (May 2014) (41 U.S.C. chapter 67.)

(xiv) 52.222-54, Employment Eligibility Verification (Oct 2015) (E. O. 12989).

(xv) 52.222-55, Minimum Wages Under Executive Order 13658 (Dec 2015) (E.O. 13658).

(xvi) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

(xvii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations. (May 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xviii) 52.247-64, Preference for Privately-Owned U.S. Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the Contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

52.216-18 ORDERING. (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from **1 July 2026 to 30 June 2032.**

.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

(End of clause)

52.216-19 ORDER LIMITATIONS. (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than $100.00 the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor:

(1) Any order for a single item in excess of $1,000,000.00;

(2) Any order for a combination of items in excess of $1,500,000.00 or
(3) A series of orders from the same ordering office within 3 days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 5 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

52.216-21 REQUIREMENTS (OCT 1995)

(a) This is a requirements contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies or services specified in the Schedule are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in the quantities described as "estimated" or "maximum" in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. Subject to any limitations in the Order Limitations clause or elsewhere in this contract, the Contractor shall furnish to the Government all supplies or services specified in the Schedule and called for by orders issued in accordance with the Ordering clause. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(c) Except as this contract otherwise provides, the Government shall order from the Contractor all the supplies or services specified in the Schedule that are required to be purchased by the Government activity or activities specified in the Schedule.

(d) The Government is not required to purchase from the Contractor requirements in excess of any limit on total orders under this contract.

(e) If the Government urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the Government may acquire the urgently required goods or services from another source.

(f) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights

and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 31 January 2026 [insert date].

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 7 days prior to contract expiration.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within **7 days**; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least **14 days** before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **66 months.**

(End of clause)

52.228-9 CARGO INSURANCE (MAY 1999)

(a) The Contractor, at the Contractor's expense, shall provide and maintain, during the continuance of this contract, cargo insurance of $50,000.00 per vehicle to cover the value of property on each vehicle and of $50,000.00 to cover the total value of the property in the shipment.

(b) All insurance shall be written on companies acceptable to MICC FORT GORDON, and policies shall include such terms and conditions as required by MICC FORT GORDON. The Contractor shall provide evidence of acceptable cargo insurance MICC FORT GORDON before commencing operations under this contract.

(c) Each cargo insurance policy shall include the following statement:

"It is a condition of this policy that the Company shall furnish—

(1) Written notice to MICC FORT GORDON, 30 days in advance of the effective date of any reduction in, or cancellation of, this policy; and
(2) Evidence of any renewal policy to the address specified in paragraph (1) of this statement, not less than 15 days prior to the expiration of any current policy on file with MICC FORT GORDON.

(End of clause)

52.247-23 CONTRACTOR LIABILITY FOR LOSS OF AND/OR DAMAGE TO HOUSEHOLD GOODS (JAN 1991)

(a) Except when loss and/or damage arise out of causes beyond the control and without the fault or negligence of the Contractor, the Contractor shall be liable to the owner for the loss of and/or damage to any article while being--

(1) Packed, picked up, loaded, transported, delivered, unloaded, or unpacked;

(2) Stored in transit; or

(3) Serviced (appliances, etc.) by a third person hired by the Contractor to perform the servicing.

(b) The Contractor shall be liable for loss and/or damage discovered by the owner if written notice of such loss and/or damage is dispatched to the Contractor not later than 75 days following the date of delivery.

(c) The Contractor shall indemnify the owner of the goods at a rate of **those in accordance with the PWS and Direct Procurement Method (DPM) Claims and Liability Procedures.**

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):
https://acquisition.gov/far/index.html http://farsite.hill.af.mil/vffara.htm
http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html

(End of clause)

252.201-7000 CONTRACTING OFFICER'S REPRESENTATIVE (DEC 1991)

(a) "Definition. Contracting officer's representative" means an individual designated in accordance with subsection 201.602-2 of the Defense Federal Acquisition Regulation Supplement and authorized in writing by the contracting officer to perform specific technical or administrative functions.

(b) If the Contracting Officer designates a contracting officer's representative (COR), the Contractor will receive a copy of the written designation. It will specify the extent of the COR's authority to act on behalf of the contracting officer. The COR is not authorized to make any commitments or changes that will affect price, quality, quantity, delivery, or any other term or condition of the contract.

(End of clause)

252.216-7010 REQUIREMENTS--ALTERNATE I (APR 2014)

(a) This is a requirements contract for the supplies or services specified and effective for the period stated in the Schedule. The quantities of supplies or services specified in the Schedule are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in the quantities described as ``estimated'' or ``maximum'' in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. Subject to any limitations in the Order Limitations clause or elsewhere in this contract, the Contractor shall furnish to the Government all supplies or services specified in the Schedule and called for by orders issued in accordance with the Ordering clause. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(c) The Government's requirements for each item or subitem of supplies or services described in the Schedule are being purchased through one non-set-aside contract and one set-aside contract. Therefore, the Government shall order from each Contractor approximately one-half of the total supplies or services specified in the Schedule that are required to be purchased by the specified Government activity or activities. The Government may choose between the set-aside

Contractor and the non-set-aside Contractor in placing any particular order. However, the Government shall allocate successive orders, in accordance with its delivery requirements, to maintain as close a ratio as is reasonably practicable between the total quantities ordered from the two Contractors.

(d) The Government is not required to purchase from the Contractor requirements in excess of any limit on total orders under this contract.

(e) If the Government urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the Government may acquire the urgently required goods or services from another source.

(f) Orders issued during the effective period of this contract and not completed within that time shall be completed by the Contractor within the time specified in the order. The rights and obligations of the Contractor and the Government for those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period.

(End of clause)

252.232-7003 ELECTRONIC SUBMISSION OF PAYMENT REQUESTS AND RECEIVING REPORTS (JUNE 2012)

(a) Definitions. As used in this clause–

(1) Contract financing payment and invoice payment have the meanings given in section 32.001 of the Federal Acquisition Regulation.

(2) Electronic form means any automated system that transmits information electronically from the initiating system to all affected systems. Facsimile, e-mail, and scanned documents are not acceptable electronic forms for submission of payment requests. However, scanned documents are acceptable when they are part of a submission of a payment request made using Wide Area Workflow (WAWF) or another electronic form authorized by the Contracting Officer.

(3) Payment request means any request for contract financing payment or invoice payment submitted by the Contractor under this contract.

(4) Receiving report means the data required by the clause at 252.246-7000, Material Inspection and Receiving Report.

(b) Except as provided in paragraph (c) of this clause, the Contractor shall submit payment requests and receiving reports using WAWF, in one of the following electronic formats that WAWF accepts: Electronic Data Interchange, Secure File Transfer Protocol, or World Wide Web input. Information regarding WAWF is available on the Internet at https://wawf.eb.mil/.

(c) The Contractor may submit a payment request and receiving report using other than WAWF only when–

(1) The Contracting Officer administering the contract for payment has determined, in writing, that electronic submission would be unduly burdensome to the Contractor. In such cases, the Contractor shall include a copy of the Contracting Officer's determination with each request for payment;

(2) DoD makes payment for commercial transportation services provided under a Government rate tender or a contract for transportation services using a DoD-approved electronic third party payment system or other exempted vendor payment/invoicing system (e.g., PowerTrack, Transportation Financial Management System, and Cargo and Billing System);

(3) DoD makes payment for rendered health care services using the TRICARE Encounter Data System (TEDS) as the electronic format; or (4) When the Governmentwide commercial purchase card is used as the method of payment, only submission of the receiving report in electronic form is required.

(d) The Contractor shall submit any non-electronic payment requests using the method or methods specified in Section G of the contract.

(e) In addition to the requirements of this clause, the Contractor shall meet the requirements of the appropriate payment clauses in this contract when submitting payments requests.

(End of clause)

252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) Definitions. As used in this clause--

Department of Defense Activity Address Code (DoDAAC) is a six position code that uniquely identifies a unit, activity, or organization.

Document type means the type of payment request or receiving report available for creation in Wide Area Workflow (WAWF).

Local processing office (LPO) is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) Electronic invoicing. The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) WAWF access. To access WAWF, the Contractor shall—

(1) Have a designated electronic business point of contact in the System for Award Management at https://www.acquisition.gov; and

(2) Be registered to use WAWF at https://wawf.eb.mil/ following the step-by-step procedures for self-registration available at this Web site.

(d) WAWF training. The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at https://wawf.eb.mil/.

(e) WAWF methods of document submission. Document submissions may be via Web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) WAWF payment instructions. The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) Document type. The Contractor shall use the following document type(s).

Invoice 2 and 1

(2) Inspection/acceptance location. The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

____

(3) Document routing. The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

Routing Data Table*

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	HQ0490
Issue By DoDAAC	W91249
Admin DoDAAC	W91249
Inspect By DoDAAC	W68NE1
Ship To Code	W68NE1
Ship From Code	____
Mark For Code	____
Service Approver (DoDAAC)	____
Service Acceptor (DoDAAC)	____
Accept at Other DoDAAC	____

(4) Payment request and supporting documentation. The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) WAWF email notifications. The Contractor shall enter the email address identified below in the “Send Additional Email Notifications” field of WAWF once a document is submitted in the system.
TBD
(g) WAWF point of contact. (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

TBD
(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

252.247-7013 CONTRACT AREAS OF PERFORMANCE (DEC 1991)

(a) The Government will consider all areas of performance described in paragraph (b) as including the Contractor's facility, regardless of geographical location.

(b) The Contractor shall perform services within the following defined areas of performance, which include terminals identified therein:

Area 1: State of Georgia: Richmond and Columbia counties
State of South Carolina: City limits of North Augusta
Area 2: State of Georgia: Burke, Jefferson, Lincoln, and McDuffie counties
State of South Carolina: Aiken and Edgefield counties (less the city limits of North Augusta)
Area 3: State of Georgia: Emmanuel, Glascock, Jenkins, Screven, Taliaferro, Warren and Wilkes counties State of South Carolina: Allendale, Barnwell, Hampton, and McCormick counties.

(End of clause)

5152.233-4000 AMC-LEVEL PROTEST PROGRAM (FEB 2014) (LOCAL CLAUSE)

Prior to submitting an agency protest, it is preferable that you first attempt to resolve your concerns with the responsible contracting officer. However, you may also file a protest to the Headquarters (HQ), Army Materiel Command (AMC). The HQ AMC-Level Protest Program is intended to encourage interested parties to seek resolution of their concerns within AMC as an Alternative Dispute Resolution forum, rather than filing a protest with the Government Accountability Office (GAO) or other external forum. Contract award or performance is suspended during the protest to the same extent, and within the same time periods, as if filed at the GAO. The AMC protest decision goal is to resolve protests within 35 calendar days from filing. To be timely, protests must be filed within the periods specified in FAR 33.103. If you want to file a protest under the HQ AMC-Level Protest Program, the protest must request resolution under that program and be sent to the address below.

Headquarters U.S. Army Materiel Command
Office of Command Counsel-Deputy Command Counsel
4400 Martin Road
Rm: A6SE040.001
Redstone Arsenal, AL 35898-5000
Fax: (256) 450-8840 or email usarmy.redstone.usamc.mbx.protests@mail.mil

The AMC-Level Protest procedures are found at: http://www.amc.army.mil/amc/commandcounsel.html.

If internet access is not available, contact the contracting officer or HQ, AMC to obtain the HQ AMC-Level Protest Procedures.

(End of Clause)

TECHNICAL EXHIBIT 1

Performance Requirements Summary

The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Required Services/Performance Objective (Tasks)	**Performance Standard**	**Acceptable Quality Level**	**Incentive (Positive and/or Negative) (Impact on Contractor Payments)**
# 1. The contractor shall perform Pre-Move Survey IAW (PWS, Paragraph 5.11).	Conduct a pre-move survey at a time and date mutually agreed upon between the contractor and the member/employee. Any pack/pickup changes will be coordinated with the ordering officer.	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.

# 2 The contractor shall perform weighing of household goods items IAW (PWS, Paragraph 5.11).	Provide weight tickets that contain the name and address of the weighing station, the date, name of contractor, van or trailer number, name of member/employee, call number assigned by the ordering officer, and signature of weigh master. When a reweigh is ordered, the contractor will furnish the ordering office weight tickets in duplicate within seven working days.	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.
# 3 The contractor shall meet time requirements when shipping household goods items IAW (PWS, Paragraph 5.11).	Meet specified time requirements. When service cannot be completed on the scheduled date, the contractor will notify the ordering officer and the member/employee. The maximum containerization	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.
	time allowed at the contractor's facility will be three work days following the specified pickup date for HHG and two workdays following the specified pickup date for UB.		
# 4 The contractor shall perform Preparation, Packing, Loading, and Containerization of household goods IAW (PWS, Paragraph 2.1.12).	Prepare, pack, load and containerize personal property for all types of shipments destined for CONUS or OCONUS. All shipments will be protected from the elements (rain, snow, or sun) and theft at all times. Sealing will be completed prior to any movement and the seal (control) numbers entered on the inventory.	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.
# 5 The contractor shall perform Tagging, Inventorying, and prepare Packing Lists of household goods IAW (PWS, Paragraph 5.6).	In coordination with the member/employee, prepare an accurate, legible, HHG/UB descriptive inventory. All tagging will be accomplished prior to the removal of goods from the residence.	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.

# 6 The contractor shall perform Storage of household goods IAW (PWS, Paragraph 2.1.10).	Submit an on-hand report for all inbound shipments at the contractor's facility, Mon-Fri, NLT 1500 hrs. This report will list all inbound shipments in storage. Negative reports are required.	No deviation, unless approved in advance by the Government.	Contractor's payment will be deducted 5% if AQL standards are not met.

TECHNICAL EXHIBIT 2

DELIVERABLES SCHEDULE

Deliverable	Frequency	# of Copies	Medium/Format	Submit To
Per Defense Transportation Regulation – Part IV, Personal Property Appendix G 21 September 2012	Daily, Weekly, Monthly, Quarterly, and Annually per Defense Transportation Regulation – Part IV, Personal Property Appendix G 21 September 2012	Varies based on household good shipments per Defense Transportation Regulation – Part IV, Personal Property Appendix G 21 September 2012	Emails, Word Documents, Excel Spreadsheet, and telephone	W68NE1 - DIRECTORATE OF LOGISTICS BLDG 14550 15TH STREET FORT GORDON GA 30905
DD FORM 1299 APPLICATION FOR SHIPMENT AND/OR STORAGE OF PERSONAL PROPERTY	Daily, Weekly, Monthly, Quarterly, and Annually per Defense Transportation Regulation – Part IV, Personal Property Appendix G 21 September 2012	Varies based on household good shipments per Defense Transportation Regulation – Part IV, Personal Property Appendix G 21 September 2012	Email or Parcel	W68NE1 - DIRECTORATE OF LOGISTICS BLDG 14550 15TH STREET FORT GORDON GA 30905

43 **TECHNICAL EXHIBIT 3**

ESTIMATED WORKLOAD DATA

ITEM	NAME	ESTIMATED QUANTITY	
1	This workload data should be used to prepare the Independent Government Cost Estimate (IGCE), if available. IGCE Cost is not available.	_____	Not available