

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 11	3. EFFECTIVE DATE 13-Oct-2017	4. REQUISITION/PURCHASE REQ. NO. SE 13-099		5. PROJECT NO. (If applicable) N/A	
6. ISSUED BY NAVFAC SOUTHEAST Bldg. 902 P.O. Box 143 Jacksonville FL 32212-0143 ashley.chester@navy.mil 843-794-4160	CODE N69450	7. ADMINISTERED BY (If other than Item 6) NAVFAC SOUTHEAST Bldg. 902 P.O. Box 143 Jacksonville FL 32212-0143		CODE N69450	SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Frankie Friend & Associates, Inc. 2305 E Arapahoe Rd, Ste 132 Centennial CO 80122-1522		9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
[X]		10A. MODIFICATION OF CONTRACT/ORDER NO. N00178-12-D-6876-JM02
CAGE CODE 0Y311 FACILITY CODE		10B. DATED (SEE ITEM 13) 30-Sep-2014

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning one (1) copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
[X]	D. OTHER (Specify type of modification and authority) FAR 52.222-43

E. IMPORTANT: Contractor  is not,  is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print) Gary Ryals		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Ashley E Chester, Contracting Officer	
15B. CONTRACTOR/OFFEROR /s/Gary Ryals (Signature of person authorized to sign)	15C. DATE SIGNED 13-Oct-2017	16B. UNITED STATES OF AMERICA BY /s/Ashley E Chester (Signature of Contracting Officer)	16C. DATE SIGNED 13-Oct-2017

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

**STANDARD FORM 30** (Rev. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

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## GENERAL INFORMATION

The purpose of this modification is to incorporate a price adjustment and funding to the Regular Time CLIN for Option Year 3 (CLIN 8020) and Overtime CLIN for Option Year 3 (CLIN 8023) and a price adjustment for the Regular Time Option Year 4 (CLINS 8026) and Overtime CLIN for Option Year 4 (CLIN 8029 ) due to the updated Wage Determination WD 15-4427 (Rev. -4), 7/25/2017 increasing the Engineering Technician IV rate from \$24.05 to \$24.74 per hour and the H&W Benefit from \$4.27 to \$4.41 per hour.

Additionally the number of Overtime hours for Option Year 3 (CLIN8023) are reduced to 250 hours and the Travel - Option Year 3 (CLIN 9013) is reduced by \$14.20.

Acceptance of this modification by the contractor constitutes an accord and satisfaction and represents payment in full for both time and money and for any and all costs, impact effect, and for delays and disruptions arising out of, or incidental to, the work as herein revised.

Accordingly, said Task Order is modified as follows: A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby increased from \$322,792.86 by \$0.00 to \$322,792.86.

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
8020	Fund Type - OTHER	71,606.28	1,874.70	73,480.98
8023	Fund Type - OTHER	12,858.00	(1,860.50)	10,997.50
9013	Fund Type - OTHER	933.72	(14.20)	919.52

The total value of the order is hereby increased from \$322,792.86 by \$0.00 to \$322,792.86.

CLIN/SLIN	From (\$)	By (\$)	To (\$)
8020	71,606.28	1,874.70	73,480.98
8023	12,858.00	(1,860.50)	10,997.50
9013	933.72	(14.20)	919.52

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## SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8000	R799	Construction Manager 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$0.00	\$0.00
8001	R425	Engineering Technician #1 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$0.00	\$0.00
8002	R425	Engineering Technician #2 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$70,762.50	\$70,762.50
8003	R799	Construction Manager - OT as allowed by PWS (Fund Type - OTHER)	300.0	LH	\$0.00	\$0.00
8004	R425	Engineering Technician #1 - OT as allowed by PWS (Fund Type - OTHER)	300.0	LH	\$0.00	\$0.00
8005	R425	Engineering Technician #2 - OT as allowed by PWS (Fund Type - OTHER)	32.0	LH	\$42.86	\$1,371.52
8006	R799	Construction Manager - Option Year 1 1 LOT = 240 Working Days (Fund Type - OTHER)  Option	1.0	LO	\$0.00	\$0.00
8007	R425	Engineering Technician #1 - Option Year 1 1 LOT = 240 Working Days (Fund Type - OTHER)  Option	1.0	LO	\$0.00	\$0.00
8008	R425	Engineering Technician #2 - Option Year 1 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$73,200.30	\$73,200.30
8009	R799	Construction Manager - Option Year 1 OT as allowed by PWS (Fund Type - OTHER)  Option	300.0	LH	\$0.00	\$0.00
8010	R425	Engineering Technician #1 - Option Year 1 OT as allowed by PWS (Fund Type - OTHER)  Option	300.0	LH	\$0.00	\$0.00
8011	R425	Engineering Technician #2 - Option Year 1 OT as allowed by PWS (Fund Type - OTHER)	118.0	LH	\$42.86	\$5,057.48
8012	R799	Construction Manager - Option Year 2 1 LOT = 240 Working Days (Fund Type - OTHER)  Option	1.0	LO	\$0.00	\$0.00
8013	R425	Engineering Technician #1 - Option Year 2 1 LOT = 240 Working Days (Fund Type - OTHER)  Option	1.0	LO	\$0.00	\$0.00
8014	R425	Engineering Technician #2 - Option Year 2 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$73,749.28	\$73,749.28

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Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
8015	R799	Construction Manager - Option Year 2 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8016	R425	Engineering Technician #1 - Option Year 2 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8017	R425	Engineering Technician #2 - Option Year 2 OT as allowed by PWS (Fund Type - OTHER)	250.0	LH	\$42.86	\$10,715.00
8018	R799	Construction Manager - Option Year 3 1 LOT = 240 Working Days (Fund Type - OTHER) Option	1.0	LO	\$0.00	\$0.00
8019	R425	Engineering Technician #1 - Option Year 3 1 LOT = 240 Working Days (Fund Type - OTHER) Option	1.0	LO	\$0.00	\$0.00
8020	R425	Engineering Technician #2 - Option Year 3 1 LOT = 240 Working Days (Fund Type - OTHER)	1.0	LO	\$73,480.98	\$73,480.98
8021	R799	Construction Manager - Option Year 3 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8022	R425	Engineering Technician #1 - Option Year 3 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8023	R425	Engineering Technician #2 - Option Year 3 OT as allowed by PWS (Fund Type - OTHER)	250.0	LH	\$43.99	\$10,997.50
8024	R799	Construction Manager - Option Year 4 1 LOT = 240 Working Days (Fund Type - OTHER) Option	1.0	LO	\$0.00	\$0.00
8025	R425	Engineering Technician #1 - Option Year 4 1 LOT = 240 Working Days (Fund Type - OTHER) Option	1.0	LO	\$0.00	\$0.00
8026	R425	Engineering Technician #2 - Option Year 4 1 LOT = 240 Working Days (Fund Type - OTHER) Option	1.0	LO	\$73,480.98	\$73,480.98
8027	R799	Construction Manager - Option Year 4 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8028	R425	Engineering Technician #1 - Option Year 4 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$0.00	\$0.00
8029	R425	Engineering Technician #2 - Option Year 4 OT as allowed by PWS (Fund Type - OTHER) Option	300.0	LH	\$43.99	\$13,197.00

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For ODC Items:

Item	PSC	Supplies/Services	Qty	Unit	Est. Cost
9000	R799	Travel - Base Year - CM - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$0.00
9001	R799	Travel - Option Year 1 - CM - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9002	R799	Travel - Option Year 2 - CM - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9003	R799	Travel - Option Year 3 - CM - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9004	R799	Travel - Option Year 4 - CM - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9005	R425	Travel - Base Year - ET #1 - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$0.00
9006	R425	Travel - Option Year 1 - ET #1 - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9007	R425	Travel - Option Year 2 - ET #1 - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9008	R425	Travel - Option Year 3 - ET #1 - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9009	R425	Travel - Option Year 4 - ET #1 - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$0.00
9010	R425	Travel - Base Year - ET #2 - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$1,038.78
9011	R425	Travel - Option Year 1 - ET #2 - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$0.00
9012	R425	Travel - Option Year 2 - ET #2 - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$1,500.00
9013	R425	Travel - Option Year 3 - ET #2 - As allowed by the PWS (Fund Type - OTHER)	1.0	LO	\$919.52
9014	R425	Travel - Option Year 4 - ET #2 - As allowed by the PWS (Fund Type - OTHER) Option	1.0	LO	\$1,500.00

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**SECTION B – SUPPLIES OR SERVICES AND PRICES**

**B.1 FULLY LOADED PRICING**

All pricing shall be fully loaded. No other allocations, fees, O/Hs, G&A, and profits will be applied when an option is exercised.

**B.2 LABOR HOURS PRICING BASIS:**

For the Base period of performance from 30 September 2014 through 29 September 2015 the labor hours are based on 240 total work days (excluding Federal holidays and ten (10) personal days for annual/sick leave leave) at eight (8) hours per work day for a total of 1,920 labor hours. A full work week is based on 40 hours per week. The employee can use no more than five (5) consecutive personal days in any increment unless otherwise authorized by the Contracting Officer.

The contractor will provide the Contracting Officer (KO) and the Contracting Officer Representative (COR) a monthly work schedule showing the days of the week and contractor work hours. (See Section F for Deliverable requirements). The normal business days are Monday-Friday, excluding Federal holidays.

**B.3 OPTION PERIOD LABOR HOURS PRICING BASIS:**

For the Option periods from 30 September 2015 through 29 September 2016, 30 September 2016 through 29 September 2017, 30 September 2017 through 29 September 2018 and 30 September 2018 through 29 September 2019, the labor hours are based on 240 total work days (excluding Federal holidays and ten (10) personal days for annual/sick leave leave) at eight (8) hours per work day for a total of 1,920 labor hours. A full work week is based on 40 hours per week. The employee can use no more than five (5) consecutive personal days in any increment unless otherwise authorized by the Contracting Officer.

The contractor will provide the Contracting Officer (KO) and the Contracting Officer Representative (COR) a monthly work schedule showing the days of the week and contractor work hours. (See Section F for Deliverable requirements). The normal business days are Monday-Friday, excluding Federal holidays.

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## **SECTION C DESCRIPTIONS AND SPECIFICATIONS**

### **PERFORMANCE WORK STATEMENT (PWS) FOR CONSTRUCTION MANAGER and CONSTRUCTION ENGINEERING TECHNICIANS**

#### **1. ORGANIZATION**

Naval Facilities Engineering Command (NAVFAC), Southeast, Jacksonville, FL

#### **2. SCOPE**

The contractor will independently provide services in support of the execution of NAVFAC Southeast's capital improvement projects. These positions will provide an Construction Engineering Technician to support ROICC Charleston located at Joint Force Base Charleston, South Carolina. Projects may include Nuclear Power Operational Support Facilities, Nuclear Power Operational Training Facilities, and others within the ROICC Charleston Area of Responsibility (AOR).

#### **3. TASKS/SERVICES**

##### **3.1 CONSTRUCTION ENGINEERING TECHNICIANS**

The Construction ET will provide technical services and expertise related to all phases of construction on a variety of projects within the AOR. Though work typically occurs in one of the following categories, it does not preclude that work from being performed in other categories as well.

###### **3.1.1 PRE-AWARD TECHNICAL SUPPORT**

The Construction Engineering Technicians will:

- Review pre-final contract drawings and specifications (including technical RFPs) and perform on-site visits to review constructability and compatibility with actual field conditions. During design development and constructability review, provide technical knowledge of local conditions including availability of construction materials and skilled labor. For problems found, make recommendations for designer consideration.
- Guide contractors on pre-award site visits

###### **3.1.2 CONTRACT TECHNICAL SUPPORT POST-AWARD**

The Construction Engineering Technicians will:

- Maintain extensive, daily contact with key contractor representatives to promote an atmosphere of partnering and cooperation and to quickly resolve problems and maintain construction schedule
- Coordinate temporary utility and communication hook-ups for contractor
- Coordinate lay-down area and storage areas as required
- Coordinate utility outages and road closures
- Coordinate excavation, hot work, burn and other construction-related permits as required

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- Act as main point of contact for daily Supported Command interface/coordination in the field
- Support collateral equipment installation and phone/data/communication connections
- In conjunction with the CM, review and provide recommendations towards approval of contractor quality control plan
- Attend coordination and mutual understanding meetings, quality control preparatory and initial meetings, and monitor three-phases of control for accuracy and thoroughness
- Take/file/distribute progress photos
- When allowed in the contract, verify quantity, condition, security, and insurance for payment of approved materials and equipment not stored on jobsite/Government property
- Validate quantity, condition, and approval of materials on site prior to invoice payments
- Coordinate support to review and witness successful testing and commissioning/certification of critical systems (i.e. mechanical-HVAC/TABS/DALTS/DDC, electrical-Pad Mounted Transformers/High-Voltage Systems/Switchgear/Automatic Transfer Switches/Frequency Converters, fire and life safety/fire protection systems, roofing systems, and underwater structures). Assure quality workmanship in accordance with specifications and industry standards on concrete/masonry/stucco/structural steel/bolting/welding and other building materials/structural systems as required
- Ensure contractor certifies as required boilers and other pressure vessels, vertical transport systems, and crane systems
- Attend/witness selected tests and review all applicable test reports and results.
- Actively participate in partnering sessions. Facilitate effective relationships and processes between contractors, Supported Commands, and government team members
- Attend and assist with issues discussed during the post-award kickoff meeting (as applicable) and pre-construction conference, as well as all other mandatory meetings
- Support the review/approval of all government approved technical and administrative submittals including but not limited to the cost-loaded schedule, accident prevention plan, quality control plan, test plans/reports, performance verification tests of major systems, etc.
- Investigate engineering problems that may arise on construction contracts, such as unforeseen conditions, contractor requests for information (RFIs), and dimension conflicts. Make recommendations for solutions to the CM
- Assist in coordinating the delivery, storage, and use of government furnished equipment
- Support preliminary scheduling meeting and review 3-week look ahead schedules. Review updates of the baseline schedule with the CM to determine if contractor is ahead, on, or behind. Review the critical activities to ensure the work on the construction contract remains focused on completion in the most reasonable time. Participate in the weekly look-ahead meetings with the contractor to review project scheduling problems or concerns
- Review contractor invoices for accuracy against actual work-in-place. Recommend approval/disapproval/partial



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payment to CM

- Review, endorse, and annotate as required contractor daily reports
- Assure environmental compliance by contractor and coordinate Environmental Protection Agency (EPA) jobsite visits when required
- Review and verify the accuracy of as-built drawings on at least a monthly basis
- When applicable, coordinate with CM and issue non-compliance notice to contractor
- In conjunction with the CM, review Activity Hazard Analysis (AHAs) and ensure these are discussed by the prime contractor and their respective subcontractors prior to beginning each work activity or when a new work crew is to perform the work
- Ensure that work is completed in accordance with the three phases of QC
- In conjunction with the CM, review and provide recommendations towards acceptance of Accident Prevention Plan and actively enforce compliance by the contractor
- In conjunction with the CM, review and provide recommendations towards acceptance of Crane Critical Lift Plans along with crane operation qualifications and certificate of compliance. Incumbent must be familiar with crane safety requirements and NAVFAC P-307 (Management of Weight Handling equipment). Observe critical lifts.
- Ensure contractor conducts weekly tool box safety meetings and attend on a periodic basis to ensure effectiveness
- Ensure contractor is conducting monthly site safety self-evaluations and submitting the information with the pay vouchers/invoices; Perform worksite safety assessments
- Take appropriate, timely action to ensure contractor compliance of safety and health requirements, including leading safety stand-downs as required and recommending dismissal of key contractor staff due to non-performance or recurring violations
- Coordinate Occupational Safety and Health Administration (OSHA) jobsite visits
- Support reporting of contractor significant incidences/near misses, mishap investigations and the preparation of reports
- Support CM and contracting team in the modification process including assistance with government estimates/proposal reviews and negotiations. Provide "field" level evaluation of contractor's proposal for constructability, hidden costs, alternative methods, etc.
- Ensure safety information, labor law information, and all other required administrative information is properly posted at the jobsite

### **3.1.3 PROJECT TURNOVER/CONTRACT CLOSEOUT**

The Construction Engineering Technicians will:

- Assist with investigation of potential latent defects
- Coordinate facility system training for user/occupants/operation and maintenance shops personnel

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- Support preparation of contractor performance evaluation in CCASS
- Support the close-out process including delivery of as-built drawings, warranties, O&M manuals, and spare parts turnover
- Support the commissioning and NAVFAC Red Zone processes.
- Arrange and coordinate pre-final and final acceptance inspections
- Track completion of punch list items

### **3.1.4 GENERAL ADMINISTRATION**

The Construction Engineering Technicians will:

- Support the processing of claims/disputes/protests/termination actions as required
- Participate, as requested, in FEC-sponsored Construction Assist Visits (CAV's)
- Assist in the facilitation and coordination of access passes/badges for contractor personnel, vehicles, and equipment including secured areas
- Ensure official contractor correspondence and submittals are included in the contract file
- When requested, provide and update necessary data for corporate reporting systems such as ieFACMAN (interoperable enterprise Facilities Management system). Use information technology tools effectively in performance of duties as set forth in applicable BMS sections
- Provide overall coordination of the construction quality management program for assigned projects. Maintain working knowledge of the requirements set forth in NAVFAC Business Management System (BMS) as it pertains to Construction Quality Management.

### **4. DELIVERABLES**

The Contractor shall deliver the following:

Greater than 95 percent of the requirements listed in Section 3-TASKS/SERVICES shall be submitted on time and accurately.

The Contractor shall deliver the following requirements electronically to the COR for approval:

- a. Work Schedule – The Contractor shall provide an initial schedule before work commences. Subsequent submissions shall be made on a monthly basis and are due by the fifth working day of each month.
- b. Invoices – The Contractor shall provide monthly invoices per the requirements stated in Section G-Contract Administration Data.

### **5. CERTIFICATIONS, LICENSES, PHYSICAL REQUIREMENTS, OR OTHER EXPERTISE REQUIRED**

#### **5.1 CONSTRUCTION ENGINEERING TECHNICIANS**

The candidate's resume provided MUST DEMONSTRATE the following:

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- Extensive technical and practical knowledge, and experience as an Engineering Technician (ET), Construction Inspector, and/or QC/QA Specialist with a minimum of ten (10) years of experience on projects involving architectural, civil, structural, HVAC, plumbing, fire protection, electrical, communications, and security systems.
- At least one (1) of the two (2) ET's must demonstrate experience on pier or wharf construction.
- Ability to obtain a Department of Defense Confidential Clearance for unescorted visits in restricted areas
- Sound understanding of engineering concepts, principles, and practices as they relate to construction
- Ability to review technical engineering specifications and statements of work covering complex and diverse designs or changes
- Thorough knowledge of construction practices and methods
- Ability to write and speak to report on progress and outcome of technical assignments and to present recommendations to CM
- Ability to monitor construction projects and implement effective controls to ensure a successful and timely completion
- Experience with critical path method (CPM) construction scheduling
- Experience with the enforcement of safety and occupational health, procedures, laws and regulations as they relate to construction

## **6. QUALITY ASSURANCE AND MONITORING OF WORK DELIVERABLES**

All work under this contract shall be monitored by the COR, who will act as the primary technical representative of the Government. Final inspection and acceptance of all work performed, reports, and other deliverables shall be performed by the COR. Details of the methods of surveillance may be found in the Quality Assurance Surveillance Plan (QASP).

The COR, with the assistance of the other affected Managers, is responsible for:

- Setting task priorities, revising task priorities when necessary
- Communicating these priorities to the contractor
- Formally assessing the level of contractor performance and attributing the extent to which quality assurance and acceptable performance levels have been met

## **7. GOVERNMENT-FURNISHED EQUIPMENT (GFE)**

The contractor shall have full access to GFE and software to perform the duties on the project while performing duties in government space. Government shall furnish all office space, equipment, including both computer hardware and software, necessary for the contractor to perform the assigned work on-site, unless otherwise specified, to fully satisfy all operational requirements of this contract.

All Government Furnished Property referred to in this clause will remain the property of the Government, or its contractor, and under that entity's control at all times. The Government retains the right to withdraw or reallocate these resources at any time, and without notice, during the performance of this contract. Government will provide badging and other safety equipment. The employees will provide their own steel-toed safety boots.

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## **7.1 VEHICLES**

Use of government vehicle in the execution of duties - In accordance with Federal Acquisition Regulation (FAR), contractors cannot use government vehicles unless contractor has motor vehicle liability insurance to cover bodily injury and property damage to protect the contractor and the Government against third-party claims arising from the use of GSA Fleet vehicles. Contractor shall provide to the Contracting Officer any required documents as set forth in FAR Subpart 51.2 prior to operating a government vehicle.

## **8. PLACE OF PERFORMANCE**

The majority of all work will be performed at the Government site Joint Base Charleston, South Carolina. Occasional local travel to affiliate locations for on-site support may be necessary.

## **9. PERIOD OF PERFORMANCE**

The period of performance is for one year from date of contract award with four (4) one-year options.

## **10. TASK TYPE**

Firm-Fixed Price

## **11. ADMINISTRATIVE CONSIDERATIONS**

### **11.1 HOURS OF WORK**

Normal work hours will be 40 hours per week, Monday-Friday, excluding Federal holidays. Overtime and weekend work may be required.

### **11.2 OVERTIME**

Overtime will be at the discretion of the Contracting Officer Representative (COR). The maximum number of annual overtime hours allowed is 300 each for the Construction Manager and Engineering Technicians.

## **12. TRAVEL**

Travel may be required. Prior to incurring any travel expenses, the Construction Manager and Engineering Technicians must obtain written authorization from the Contracting Officer that approves approximate travel, dates, expected duration, origin and destination, purpose, estimated costs and the number and names of personnel traveling. Expense reports will be prepared and processed in accordance with the Federal Travel Regulation (FTR). Travel not to exceed \$4,500 per performance period. Travel CLINs 9010, 9011, 9012, 9013, and 9014 apply for ET #2 with an amount of \$1,500 per CLIN. All travel has to have the specific approval of the Administrative Contracting Officer (ACO) prior to incurring any travel expenses.

## **13. SECURITY CONSIDERATIONS**

Work under this task order is UNCLASSIFIED. The contractor will comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor will not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order. The contractor will be required to obtain clearances for personnel requiring access to Government computers.

Contractor personnel assigned under this task order must hold US citizenship. The contractor will initiate the

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appropriate level of security clearance background investigation to result in issuance of a Department of Defense Secret security clearance. Information gathered, developed, analyzed, and produced under this PWS remains the property of the U.S. and shall be protected from unauthorized or inadvertent modification, disclosure, destruction, or use. Prior to the arrival of any contractor employee to commence work under this task order at any Government site, the contractor must provide advance notice to the Government for visitor control purposes and verification of security clearance.

#### **14. NON-PERSONAL SERVICE STATEMENT**

Contractor employees performing services under this order will be controlled, directed and supervised at all times by management personnel of the contractor. The contractor's management will ensure that employees properly comply with the performance standards outlined in the Quality Assurance Surveillance Plan (QASP). Contractor employees will perform independent of and without the supervision of any Government official. Actions of contractor employees may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the funds of the U.S. Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will perform the final inspection and acceptance of the completed work.

#### **15. CONTRACTING OFFICER REPRESENTATIVE (COR)**

The COR will provide general instructions on limitations and deadlines, and is responsible for administration of the task order in compliance with the contract to include inspection and acceptance of deliverables.

- (a) A Contracting Officer's Representative (COR) may be appointed to assist the Contracting Officer in administration of this task order
- (b) When the appointment of a COR is deemed necessary, the Contracting Officer will issue the formal Letter of Appointment defining the scope and limitations of the authority of the designated COR. A copy of the COR appointment letter will be maintained in the contract file
- (c) In no event is the COR authorized to direct any action which:
  - (1) Exceeds the scope or limitations specified in the Letter of Appointment; or
  - (2) Constitutes a change to the Performance Work Statement (PWS) or any other term or condition of the contract/task order. Such changes may be authorized only upon written notification by the Contracting Officer

#### **16. PRIVACY ACT**

Work on this project may require that personnel have access to Privacy Information. Personnel shall adhere to the Privacy act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations.

#### **17. TASK ORDER CLOSEOUT**

The contractor shall submit a final invoice within forty-five (45) calendar days after the end of the Performance Period. Along with the submission of the final invoice the contractor shall furnish a completed and signed Release of Claims to the Contracting Officer.

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## **SECTION D PACKAGING AND MARKING**

**N/A**

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## **SECTION E INSPECTION AND ACCEPTANCE**

N/A

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## SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

8000	8/25/2014 - 8/24/2015
8001	8/25/2014 - 8/24/2015
8002	9/30/2014 - 9/29/2015
8003	8/25/2014 - 8/24/2015
8004	8/25/2014 - 8/24/2015
8005	9/30/2014 - 9/29/2015
8008	9/30/2015 - 9/29/2016
8011	9/30/2015 - 9/29/2016
8014	9/30/2016 - 9/29/2017
8017	9/30/2016 - 9/29/2017
8020	9/30/2017 - 9/29/2018
8023	9/30/2017 - 9/29/2018
9000	8/25/2014 - 8/24/2015
9005	8/25/2014 - 8/24/2015
9010	9/30/2014 - 9/29/2015
9011	9/30/2015 - 9/29/2016
9012	9/30/2016 - 9/29/2017
9013	9/30/2017 - 9/29/2018

**\*\*DO NOT USE THE ABOVE COMPUTER GENERATED DATES AND CLINS. THE BELOW DATES AND CLINS ARE ACCURATE AS REQUIRED BY THIS TASK ORDER.\*\***

### CLIN - DELIVERIES OR PERFORMANCE

The Periods of Performance for the following items are as follows:

#### Base Period

8002	9/30/2014 - 9/29/2015
8005	9/30/2014 - 9/29/2015
9010	9/30/2014 - 9/29/2015

#### Option Period 1

8008	9/30/2015 - 9/29/2016
8011	9/30/2015 - 9/29/2016
9011	9/30/2015 - 9/29/2016

#### Option Period 2

8014	9/30/2016 - 9/29/2017
8017	9/30/2016 - 9/29/2017
9012	9/30/2016 - 9/29/2017

#### Option Period 3

8020	9/30/2017 - 9/29/2018
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8023 9/30/2017 - 9/29/2018  
9013 9/30/2017 - 9/29/2018

Option Period 4

8026 9/30/2018 - 9/29/2019  
8029 9/30/2018 - 9/29/2019  
9014 9/30/2018 - 9/29/2019

Services to be performed hereunder will be provided at ROICC Charleston, SC

**F.2 DELIVERABLES**

Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
			Original	Copies (including original)	
N/A	Work Schedule	As specified	KO & COR	1	Before work commences.
N/A	Work Schedule	As specified	KO & COR	1	Monthly (due by the 5 <sup>th</sup> working day of the month).

May be submitted via email.

**F.3 ECMRA REPORTING**

NMCARS 5237.102(a)(1)(90)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for NAVFAC Southeast via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

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. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

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## SECTION G CONTRACT ADMINISTRATION DATA

### SECTION G - CONTRACT ADMINISTRATION DATA

#### G.1 POINTS OF CONTACT

##### Contracting Officer Representative

Rett Fowler, REICC  
2120 Quality Circle Drive, Building 71  
Goose Creek, SC 29445-8611  
[rett.fowler@navy.mil](mailto:rett.fowler@navy.mil)  
843-794-4434

##### Contracting Officer / Contract Specialist

Allie Blount  
2120 Quality Circle Drive, Building 71  
Goose Creek, SC 29445-8611  
[allison.blount@navy.mil](mailto:allison.blount@navy.mil)  
843-794-4295

#### G.2 SUBMISSION OF INVOICES

In accordance with DFARS 252.232-7003 Electronic Submission of Payment Requests and Receiving Reports (JUN 2012), the contractor shall submit invoicing electronically through Wide Area Work Flow (WAWF). Facsimile, e-mail, and scanned documents are not acceptable electronic forms.

Invoices will be submitted on a once-a-month basis.

##### **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

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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:

Navy Construction/ Facilities Management Invoice

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

Inspection – N44410

Acceptance - N44410

(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.

Field Name in WAWF	Data to be entered in WAWF
Pay Official DoDAAC	N68732
Issue By DoDAAC	N69450
Admin DoDAAC	N44410
Inspect By DoDAAC	N44410
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N/A
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N/A
LPO DoDAAC	N44410
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s) Accept By	N44410

(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 e-mail address identified below in the “Send

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Additional Email Notifications” field of WAWF once a document is submitted in the system.

Acceptor: [ashley.chester@navy.mil](mailto:ashley.chester@navy.mil)

Inspector: [rett.fowler@navy.mil](mailto:rett.fowler@navy.mil)

(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.

-  
Allie Blount at [allison.blount@navy.mil](mailto:allison.blount@navy.mil)

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

(End of clause)

### G.3 PAYMENT INSTRUCTIONS

252.204-0001 Line Item Specific: Single Funding. (SEP 2009)

The payment office shall make payment using the ACRN funding of the line item being billed.

### G.4 QUALITY ASSURANCE SURVEILLANCE PLAN

See Attachment 2 - Quality Assurance Surveillance Plan (QASP)

#### Accounting Data

SLINID	PR Number	Amount
8002		71040.00
LLA :		
AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q		
Standard Number: N0002514WRSIOHG		
COS Code: AA004GBAX014		
8005		12858.00
LLA :		
AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q		
Standard Number: N0002514WRSIOHG		
COS Code: AA004GBAX014		
9010		1500.00
LLA :		
AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q		
Standard Number: N0002514WRSIOHG		
COS Code: AA004GBAX014		

BASE Funding 85398.00  
Cumulative Funding 85398.00

MOD 01 Funding 0.00  
Cumulative Funding 85398.00

MOD 02 Funding 0.00  
Cumulative Funding 85398.00

MOD 03

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8008 71040.00  
 LLA :  
 AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002515WRSIOHG  
 AB004GBAX015

8011 12858.00  
 LLA :  
 AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002515WRSIOHG  
 AB004GBAX015

9011 1500.00  
 LLA :  
 AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002515WRSIOHG  
 AB004GBAX015

MOD 03 Funding 85398.00  
 Cumulative Funding 170796.00

MOD 04

8008 566.28  
 LLA :  
 AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002515WRSIOHG  
 AB004GBAX015

9011 (566.28)  
 LLA :  
 AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002515WRSIOHG  
 AB004GBAX015

MOD 04 Funding 0.00  
 Cumulative Funding 170796.00

MOD 05

8002 (277.50)  
 LLA :  
 AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q  
 Standard Number: N0002514WRSIOHG  
 COS Code: AA004GBAX014

8005 (11486.48)  
 LLA :  
 AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q  
 Standard Number: N0002514WRSIOHG  
 COS Code: AA004GBAX014

9010 (461.22)  
 LLA :  
 AA 1741804 KU2N 252 62470 8 068732 2D S4C50Q  
 Standard Number: N0002514WRSIOHG  
 COS Code: AA004GBAX014

MOD 05 Funding -12225.20  
 Cumulative Funding 158570.80

MOD 06

8014 71606.28  
 LLA :  
 AC 1761804 KU2N 251 62470 8 068732 2D S4C50Q  
 Standard Number: N0002516WRSIOHG

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AC004GBAX016

8017 12858.00

LLA :  
AC 1761804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002516WRSIOHG  
AC004GBAX016

9012 1500.00

LLA :  
AC 1761804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002516WRSIOHG  
AC004GBAX016

MOD 06 Funding 85964.28  
Cumulative Funding 244535.08

MOD 07

8008 2143.00

LLA :  
AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002515WRSIOHG  
AB004GBAX015

8011 (2143.00)

LLA :  
AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002515WRSIOHG  
AB004GBAX015

MOD 07 Funding 0.00  
Cumulative Funding 244535.08

MOD 08

8008 (548.98)

LLA :  
AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002515WRSIOHG  
AB004GBAX015

8011 (5657.52)

LLA :  
AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002515WRSIOHG  
AB004GBAX015

9011 (933.72)

LLA :  
AB 1751804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002515WRSIOHG  
AB004GBAX015

MOD 08 Funding -7140.22  
Cumulative Funding 237394.86

MOD 09

8014 2143.00

LLA :  
AC 1761804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002516WRSIOHG  
AC004GBAX016

8017 (2143.00)

LLA :

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AC 1761804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002516WRSIOHG  
AC004GBAX016

MOD 09 Funding 0.00  
Cumulative Funding 237394.86

MOD 10

8020 71606.28

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

8023 12858.00

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

9013 933.72

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

MOD 10 Funding 85398.00  
Cumulative Funding 322792.86

MOD 11

8020 1874.70

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

8023 (1860.50)

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

9013 (14.20)

LLA :  
AD 1771804 KU2N 251 62470 8 068732 2D S4C50Q  
Standard Number: N0002517WRSIOHG  
COS Code: AD004GBAX017

MOD 11 Funding 0.00  
Cumulative Funding 322792.86

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## **SECTION H SPECIAL CONTRACT REQUIREMENTS**

### **SECTION H SPECIAL CONTRACT REQUIREMENTS**

#### **H.1 SECURITY REQUIREMENT**

The following is required for all DoD contractor employees working in Government facilities:

DOD 5200.08-R/C3.3: "The CAC shall be the principal identity credential for supporting interoperable access to installations, facilities, buildings, and controlled spaces".

DOD 5200.08-R/C3.3.1.2: "A National Agency Check with Inquiries (NACI) or equivalent national security clearance (e.g. National Agency Checks including credit check (NACLC)) is required for permanent issuance of the credential. The credential may be issued upon favorable return of the FBI fingerprint check, pending final favorable completion of the NACI/equivalent, based on a commander/director risk management decision. An individual holding a valid national security clearance shall not require an additional submission of the NACI/equivalent."

SECNAV M-5510.30/9-24,6: "Commands will include the FAD (facility access determination) program requirements in contract specifications when trustworthiness determinations will be required on the contractor employees". In this case, the FAD program requirement is a CAC now required by the regulation above.

The contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order.

The contractor will be required to provide clearances for personnel requiring access to Government computers and workstations.

#### **H.2 IDENTIFICATION AS CONTRACTOR EMPLOYEE**

The Contractor shall be responsible for furnishing to each employee and for requiring each employee to display identification as a Contractor employee (i.e. introduction, badge, other identification) as may be approved and directed by the KO. Distinction as a Contractor employee should be available at all times including in meetings with Government personnel, telephone conversations, and in formal and informal written correspondence. Prescribed Government identification cards shall be immediately delivered to the KO for cancellation upon release of any employee.



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## SECTION I CONTRACT CLAUSES

### SECTION I CONTRACT CLAUSES

#### STANDARD CLAUSES CONTAINED IN THE BASIC MAC SHALL APPLY.

#### FAR 52.204-2 – SECURITY REQUIREMENTS (AUG 1996)

#### FAR 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 provisions 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 30 calendar days.

(End of Clause)

#### FAR 52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

- (a) The Government may extend the term of this contract by written notice to the Contractor within 30 days prior to completion of the base period; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 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 five years.

#### FAR 52.222-41 SERVICE CONTRACT ACT OF 1965 (NOV 2007)

#### FAR 52.222-43 FAIR LABOR STANDARDS ACT AND SERVICE CONTRACT ACT -- PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS (SEP 2009)

#### FAR 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

EMPLOYEE CLASS	MONETARY WAGE
GS-11 – Engineering Technician	\$27.78

Note: This is based on General Service hourly rate pay schedule for the Rest of the United States (RUS) area effective 1 January 2014. Fringe Benefits are not included in the monetary rates shown in the table above.

(End of clause)

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## **SECTION J LIST OF ATTACHMENTS**

QASP - Attachment 1

Wage Determination - Attachment 2

Updated Wage Determination - Attachment 3

Updated Wage Determination (Option 3)- Attachment 4