

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE 01	PAGE OF 1	PAGES 5
2. AMENDMENT/MODIFICATION NO. 35	3. EFFECTIVE DATE SEP 01 2006	4. REQUISITION/PURCHASE REQ. NO. See Block 12	5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE	PS31-MEF	7. ADMINISTERED BY (If other than Item 6) CODE	PS31-MEF	

Procurement Office
George C. Marshall Space Flight Center
National Aeronautics and Space Administration
Marshall Space Flight Center, AL 35812

A. Carol Terrell
256-544-6710
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AUTOMATED INVOICE PAYMENT INFORMATION: (256) 544-5566

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Coastal International Securities, Inc. Attn: Mr. John Vitale 7025 Newington Lorton, VA 22079	(x)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER NO. H-34723D
		10B. DATED (SEE ITEM 13) August 6, 2001
CODE OTL97 CAGE CODE 100753	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 ___ copies 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 ACKNOWLEDGMENT 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)
4200172320 PLI 1 \$300,000, 4200167935 PLI 1 \$236,000, 4200166550 PLI 1 & 2 \$544,181, 4200159709 PLI 1 \$461,905 Total: \$1,542,086

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.
	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)
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER PURSUANT TO THE AUTHORITY OF FAR 43.103(a) (3), LIMITED SOURCE JUSTIFICATION, AND CLAUSE 2A "LIMITATION OF FUNDS" CLAUSE.

E. IMPORTANT: Contractor is not, is required to sign this document and return 3 copies to the issuing office.

	Fixed Amount	ID/IQ	Sum Allotted
Previous Amount	\$23,150,131	\$1,152,323.50	\$23,150,131
This Mod	\$3,662,983	\$505,701	\$ 1,542,086
Revised Total	\$26,813,114	\$1,658,025.50	\$24,692,217

See page 2 for description.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) for David A. Iosco Contracting Officer	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA Original Signed by BY Kim Whitson (Signature of Contracting Officer)	16C. DATE SIGNED 8/31/2006

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

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

The purposes of this modification are to: (1) definitize the contractor's proposal dated August 18, 2006, for the firm fixed price associated with extension of the delivery order period of performance by a possible 21 months (9 month base and four 3-month options); (2) extend the delivery order period of performance through May 31, 2007; (3) increase the delivery order value by \$3,662,983 to reflect the definitization of the contractor's firm fixed price proposal; (4) provide a total of \$1,542,086 in incremental funding pursuant to the "Limitation of Funds" clause; (5) update the terms and conditions of the current delivery order necessitated by the extension of the period of performance; (6) add Paragraph (C) to Clause 1, FIRM-FIXED PRICE, of the current delivery order to reflect a summation of the Firm-Fixed Price portion for the base period plus all previously exercised options effective through August 31, 2006; (7) add Paragraph (D) to Clause 1, FIRM-FIXED PRICE, of the current delivery order to reflect a summation of the ID/IQ requirements for the base period and all previously exercised options effective through August 31, 2006; (8) add Clause 1a, FIRM-FIXED PRICE, CONTRACT EXTENSION, to reflect the value of the 9-month extension plus the additional four 3-month option periods to be exercised at the discretion of the Government; (9) add Clause 2a, "LIMITATION OF FUNDS" to reflect total funds allotted for payment to the additional 9-month period and additional option periods; (10) add Clause 3a, PERIOD OF PERFORMANCE, Contract Extension, to reflect additional 9-month performance period as well as the additional four 3-month options; (11) add Clause 6b, FIRM-FIXED PRICE (FFP)/INDEFINITE DELIVERY/INDEFINITE QUANTITY (ID/IQ), CONTRACT EXTENSION to reflect the Minimum and Maximum quantities available for the additional base period and each 3-month option period; (12) incorporate the MOU WD Program, Wage Determination No. 1994-2007, Revision # 31 to the delivery order for the additional 9-month extension and Option 1, if exercised; and (13) incorporate a revised Performance Work Statement. Therefore, the delivery order is revised as follows:

1. Addendum A to SF 1449, Page 2-A (Mod. 35), is hereby incorporated in order to reflect newly incorporated clauses related to the extension of the period of performance and associated time periods reflected by CLINs, as well as new points of contact for FFP and ID/IQ invoices referenced in paragraph (b) of the clause.
2. Clause 1, FIRM FIXED PRICE, Paragraph C, is hereby incorporated on Page 5 (Mod. 35) in order to reflect a summation of the total firm fixed price associated with the entire performance period (contract award through option period 4) through August 31, 2006.
3. Clause 1, FIRM FIXED PRICE, Paragraph D, is hereby incorporated on Page 5 (Mod. 35) in order to reflect a summation of the ID/IQ requirements for the base period and all previously exercised options effective through August 31, 2006.
4. Clause 1a, FIRM FIXED PRICE (FFP) CONTRACT EXTENSION (EFFECTIVE SEPTEMBER 1, 2006), is hereby incorporated on Page 5 (Mod. 35), in order to reflect the value associated with the 9-month base extension period as well as the additional four 3-month option periods as well as associated ID/IQ services reflected as Extension CLINS 1-5.

5. Clause 2a, LIMITATION OF FUNDS, Pages 8-10 (Mod. 35) is hereby incorporated to reflect total funds allotted for payment to the additional 9-month period and additional option periods, as each option period is exercised at the discretion of the Government. In addition, this clause will reflect the allotment of \$1,542,086 in funding in order to provide coverage through October 6, 2006.

6. Clause 3a, PERIOD OF PERFORMANCE, CONTRACT EXTENSION, Pages 10-11 (Mod. 35) is hereby incorporated in order to reflect a separate accounting of the time periods associated with the 9-month period of performance extension, as well as the additional four 3-month option periods to be exercised at the discretion of the Government.

7. Clause 6b, FIRM FIXED-PRICE (FFP)/INDEFINITE DELIVERY/INDEFINITE QUANTITY (ID/IQ), CONTRACT EXTENSION (EFFECTIVE SEPTEMBER 1, 2006), is hereby incorporated as reflected on Pages 15-16 (Mod. 35) in order to reflect the Minimum and Maximum quantities associated with the 9-month base period extension and the four 3-month option periods, as ID/IQ Extension CLINS 6-10.

8. Clause 17a, TASK ORDERING PROCEDURE (Effective September 1, 2006), is hereby incorporated as reflected on Pages 23-26 (Mod. 35) in order to establish a revised Task Ordering Procedure for the ID/IQ portion of the contract during the contract extension period.

9. Clause 18a, NATIONAL LABOR RELATIONS ACT (Effective September 1, 2006), is hereby incorporated as reflected on Page 27 (Mod. 35) in order to reflect update requirements related to this area.

10. Attachment 1, Performance Work Statement, is revised as delineated on the revised Attachment 1, Performance Work Statement, Pages 1 - 25, in order to delineate specific changes necessitated by the contract extension and against which the contractor submitted the proposal definitized by this contract action.

11. Attachment 2, DATA PROCUREMENT DOCUMENT, is hereby revised to reflect incorporation of additional Data Requirements Documents, as delineated on the enclosed replacement Attachment 2, Pages 2-1 - 2-24.

12. Attachment 3, WAGE DETERMINATIONS, is hereby revised as delineated on the revised Attachment 3, Pages 3-1 - 3-9 (Mod 35), in order to incorporate the MOU WD Program, Wage Determination No. 1994-2007, Revision #31, dated May 23, 2006.

13. Attachment 4, PROCEDURAL AND REGULATORY GUIDANCE, is hereby revised to reflect updates to the current listing of applicable documents as reflected on the enclosed replacement page 4-1.

14. Attachment 8, ID/IQ SCHEDULE OF FULLY BURDENED NOT-TO-EXCEED (NTE) LABOR RATES AND OTHER DIRECT COST NOT-TO-EXCEED BURDENED RATES, is hereby incorporated for the period effective September 1, 2006, as reflected on the enclosed Pages 8-1 – 8-6 (Mod. 35).

15. Attachment 6, INSTALLATION PROVIDED PROPERTY LISTING, is hereby revised to reflect updates to the current installation- provided property listing as reflected on the enclosed replacement pages 6-1 – 6-18.

16. As a result of the foregoing change(s), the following pages are added or deleted as shown and the corresponding page(s) substituted/added therefore. Change(s) are noted by a vertical line in the right margin.

Page (s) /Clause (s) Changed	Pages Deleted	Pages Substituted/Added
Addendum to 1449	N/A	2-A
Terms & Conditions	3 & 4	3 & 4 (Mod 35)
Clause 1	5	5
Clause 1	5	5
Clause 1a	N/A	5-6
Clause 2a	N/A	8-10
Clause 3a	N/A	10-11
Clause 6b	N/A	15-16
Clause 17a	N/A	23-26
Clause 18a	N/A	27
Attachment 1	1-27	1-1 - 1-25
Attachment 2	2-22	2-1 - 2-24
Attachment 3	1-10	3-1 – 3-9
Attachment 4	1	4-1
Attachment 6	1	6-1 - 6-18
Attachment 7	1-2	7-1 – 7-2
Attachment 8	N/A	8-1 – 8-6

17. Contractor's Statement of Release

In consideration of the modification(s) agreed to herein as complete equitable adjustment for all claims arising out of or attributable to the issuance of the change(s) and/or Contractor proposal(s) listed below, the Contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to said contract change(s) and/or contractor proposal(s) and/or for such additional obligations as may be required by this modification.

Contract Change Identification

NASA/MSFC RFP letter dated 7-13-2006

Contractor Proposal Number

Coastal International Security
Inc., proposal dated July 26, 2006

NASA/MSFC RFP letter dated 7-13-2006

Coastal International Security
Inc., proposal dated August 16, 2006

18. All other terms and conditions of H-34723D remain unchanged.

EFFECTIVE THROUGH AUGUST 31, 2006

Addendum to SF 1449, Block 18b

The Contractor shall submit invoices as follows:

A. IDIQ

1. The Contracting Officer (CO) will issue Delivery Orders for services to be performed under IDIQ (In accordance with Clause 6, Para. D.) The Contractor shall be paid for the effort, upon submission of properly certified invoices, containing GSA order number, Delivery Order number, hours worked, and dates/periods covered.

2. All charges for the IDIQ effort shall be invoiced the first of the month following the month in which such charges are accrued. IDIQ and fixed price charges shall be tracked separately and invoiced separately.

3. Delivery Orders/H-Orders with funds citations listed thereon will be issued by the Contracting Officer on a monthly basis, upon submission of properly certified invoices.

B. Separate invoices for FFP and IDIQ furnished by the Contractor are to be submitted in triplicate to:

NASA
George C. Marshall Space Flight Center
Financial Management Office, Attn: RS23
Marshall Space Flight Center, AL 35812

An information copy shall be furnished to the following:

NASA
George C. Marshall Space Flight Center
Management Support Office, Attn: AD02/Joyce Eagan
Marshall Space Flight Center, AL 35812

AND

NASA
George C. Marshall Space Flight Center
Procurement Office, Attn: PS31/Edgar Sanchez
Marshall Space Flight Center, AL 35812

C. Satisfactory performance of service and delivery of items for the fixed price portion as well as the IDIQ portion, as called for in this order, shall be certified by the Contracting Officer's Technical Representative or his/her designee, and provided to the Contracting Officer.

(End of Clause)

EFFECTIVE SEPTEMBER 1, 2006

Addendum A. to SF 1449, Block 18b

The Contractor shall submit invoices as follows:

A. IDIQ

1. The Contracting Officer (CO) will issue Delivery Orders for services to be performed under IDIQ (In accordance with Clause 6b., Para. a, and Clause 17a.) The Contractor shall be paid for the effort, upon submission of properly certified invoices, containing GSA order number, Delivery Order number, hours worked, and dates/periods covered.

2. All charges for the IDIQ effort shall be invoiced the first of the month following the month in which such charges are accrued. IDIQ and fixed price charges shall be tracked separately and invoiced separately.

3. Delivery Orders/H-Orders with funds citations listed thereon will be issued by the Contracting Officer on a monthly basis, upon submission of properly certified invoices.

B. Separate invoices for FFP and IDIQ furnished by the Contractor are to be submitted in triplicate to:

NASA
George C. Marshall Space Flight Center
Financial Management Office, Attn: RS23
Marshall Space Flight Center, AL 35812

An information copy shall be furnished to the following:

NASA
George C. Marshall Space Flight Center
Management Support Office, Attn: AS50/Mel Potts
Marshall Space Flight Center, AL 35812

AND

NASA
George C. Marshall Space Flight Center
Procurement Office, Attn: PS31/A. Carol Terrell
Marshall Space Flight Center, AL 35812

C. Satisfactory performance of service and delivery of items for the fixed price portion as well as the IDIQ portion, as called for in this order, shall be certified by the Contracting Officer's Technical Representative or his/her designee, and provided to the Contracting Officer.

(End of Clause)

THE TERMS INCLUDED HEREIN ARE IN ADDITION TO THOSE INCLUDED IN THE GSA CONTRACT. IN THE EVENT THERE IS/ARE ANY CONFLICT(S), THE TERMS INCLUDED HEREIN WILL TAKE PRECEDENCE.

Note - The words *contract* and *order* as shown herein are used synonymously

The following clauses are incorporated by reference, with the same force and effect as if they were given in full text.

A. FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSES

<u>Clause No.</u>	<u>Title</u>
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity (Jan 1997)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (Jan 1997)
52.222-4	Contract Work Hours and Safety Standards Act -- Overtime Compensation (Jul 2005)
52.223-5	Pollution Prevention and Right-to-Know Information (Aug 2003)
52.223-6	Drug-Free Workplace (May 2001)
52.224-1	Privacy Act Notification (Apr 1984)
52.224-2	Privacy Act (Apr 1984)
52.228-5	Insurance - Work on a Government Installation (Jan 1997)
52.237-2	Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)
52.237-3	Continuity of Services (Jan 1991)
52.245-2	Government Property (Fixed-Price Contracts) (May 2004)
52.253-1	Computer Generated Forms (Jan 1991)

B. NASA/FAR SUPPLEMENT (48 CFR CHAPTER 18) CLAUSES

<u>Clause No.</u>	<u>Title</u>
1852.204-75	Security Classification Requirements (Sep 1989) Performance under this contract will involve access to and/or generation of classified information, work in a security area, or both, up to the level of [Secret]. See Federal Acquisition Regulation clause 52.204-2 in this contract and DD Form 254, Contract Security Classification Specification, Attachment 8 and DD Form 254].
1852.204-76	Security Requirements for Unclassified Automated Information Resources (Nov 2004)

- 1852.208-81 Restrictions on Printing and Duplicating (Nov 2004)
- 1852.215-84 Ombudsman (Oct 2003 (Insert "MSFC Ombudsman Robin Henderson (256) 544-1919")
- 1852.219-74 Use of Rural Area Small Businesses (Sep 1990)
- 1852.223-70 Safety and Health (April 2002)
- 1852.223-73 Safety and Health Plan (Nov 2004)
- 1852.223-74 Drug and Alcohol Free Workplace (March 1996)
- 1852.223-75 Major Breach of Safety or Security (Feb 2002)
- 1852.228-75 Minimum Insurance Coverage (Oct 1998)
- 1852.237-70 Emergency Evacuation Procedures (Dec 1988)
- 1852.242-72 Observance of Legal Holidays (Aug 1992) Alt 1 (Aug 1992)
- 1852.245-71 Installation-Accountable Government Property (Nov 2004)
 (Insert the following in paragraph (a): The Contractor shall retain responsibility for notifying cognizant property custodians of all changes in status associated with installation-provided property. All equipment users shall (1) report any missing or untagged (meeting the criteria for control) property to the cognizant property custodian; (2) notify the cognizant property custodian, supervisor, and the Installation Security Officer immediately if theft, damage, or loss of Government property is suspected; (3) ensure that installation-provided property is used only in pursuit of approved NASA programs and projects, or as otherwise authorized; (4) identify property not being actively used in pursuit of approved programs and projects; and (5) ensure that property is turned in to the Property Disposal Officer through the cognizant property custodian when no longer needed. Under no circumstances will the Contractor dispose of installation property.)

C. Marshall Space Flight Center Specific Clauses

Clause No.	Title
MSFC 52.204-90	Contractor Employee Badging and Employment Termination Clearance (Nov 1999)
MSFC 52.223-90	Asbestos Material (Jun 2002)
MSFC 52.223-91	Hazardous Material Reporting (Aug 2005)

The full text of a clause may be accessed electronically at this/these address (es):

FAR clauses: <http://www.arnet.gov/far/>

NASA FAR Supplement clauses:

<http://www.hq.nasa.gov/office/procurement/regs/nfstoc.html>

MSFC clauses: http://ec.msfc.nasa.gov/msfc/msfc_uni.html

SUPPLIES OR SERVICES AND PRICES/COSTS

1. FIRM FIXED PRICE (Effective through August 31, 2006)

A. The total firm-fixed price of this GSA order for the applicable period is as follows:

<u>ORDERING PERIOD</u>	<u>PERIOD COVERED</u>	<u>FIRM FIXED PRICE</u>
Base Period	08/06/01- 08/31/02	\$3,282,198

B. If the Government exercises any of its options pursuant to the terms of this GSA order, the total firm-fixed price of this GSA order shall be increased by the applicable amounts shown below:

<u>OPTION</u>	<u>PERIOD COVERED</u>	<u>FIRM FIXED Price</u>	<u>Status of Options</u>
Option No. 1	09/01/02 – 08/31/03	<u>\$4,157,146</u>	Exercised
Option No. 2	09/01/03 - 08/31/04	<u>\$4,632,366</u>	Exercised
Option No. 3	09/01/04 - 08/31/05	<u>\$5,489,056</u>	Exercised
Option No. 4	09/01/05 - 08/31/06	<u>\$5,589,365</u>	Exercised

C. The summation of the ID/IQ Task Orders for the current GSA order including Base period plus all four options is \$1,152,323.50.

D. The total contract value for this GSA order including firm-fixed price portion plus the ID/IQ requirements for the basic period plus all four options is \$24,302,454.50.

1a. FIRM FIXED PRICE (FFP) CONTRACT EXTENSION (EFFECTIVE SEPT. 1, 2006)

(a) The total firm-fixed price of this contract extension is \$ 3,662,983

(b) The following reflects the current contract prices of the individual contract line item numbers (CLIN).

<u>EXTENSION CLIN NUMBER</u>	<u>PERIOD COVERED</u>	<u>DESCRIPTION</u>	<u>FFP*</u>
EXTENSION CLIN 1	09/01/2006 thru 05/31/2007	Mission Services Base 9-Month Period (9 MOS)	\$3,662,983
EXTENSION CLIN 6 (See Clause 6a.)	09/01/2006 thru 05/31/2007	ID/IQ Summation of Task Orders Base Potential	\$505,701

The Government is not obligated in any event to pay or reimburse the Contractor more than the amount from time to time allotted to the contract, anything to the contrary in the termination for Government clause notwithstanding.

(c) 1. It is contemplated that funds presently allotted to this contract will cover the work to be performed until August 31, 2006.

2. If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amount payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

3. (i) The notice shall state the estimated date when the point referred to in subparagraph (c) (2) above will be reached and the estimated amount of additional funds required to continue performance to the date specified in subparagraph (c) (1) above, or an agreed date substituted for it.

(ii) The Contractor shall, 60 days in advance of the date specified in subparagraph (c) (1) above, or an agreed date substituted for it, advise the Contracting Officer of the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.

4. If, after the notification referred to in subdivision (3)(ii) above, additional funds are not allotted by the date specified in subparagraph (1) above, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

(d) When additional funds are allotted from time to time for continued performance of the work under this contract, the parties shall agree on the applicable period of contract performance to be covered by these funds. The provisions of subparagraphs (a) and (c) above shall apply to the additional funds and the substituted date pertaining to them, and the contract shall be modified accordingly.

(e) If, solely by reason of the Government's failure to allot additional funds in amounts sufficient for the timely performance of this contract, the Contractor incurs additional costs or is delayed in the performance of the work under this contract, and if additional funds are allotted, an equitable adjustment shall be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the items to be delivered, or in the time of delivery, or both.

(f) The Government may at any time before termination, and, with the consent of the Contractor, after notice of termination, allot additional contract funds.

(g) The provisions of this clause with respect to termination shall in no way be deemed to limit the rights of the Government under the default clause of this contract. The provisions of this Limitation of Funds clause are limited to the work on and allotment of funds for the items set forth in paragraph (a) above. This clause shall become inoperative upon the allotment of funds for the total price of said work except for the rights and obligations then existing under this clause.

(h) Nothing in this clause shall affect the right of the Government to terminate this contract pursuant to the Termination for Convenience of the Government clause of this contract.

(End of Clause)

2a. LIMITATION OF FUNDS (Effective September 1, 2006)

(a) Of the total price of the services identified as FFP, the sum of \$1,542,086 is presently available for payment and allotted to this GSA order. It is anticipated that from time to time additional funds will be allocated to this GSA order in accordance with the following schedule, until the total price of said items is allotted:

SCHEDULE FOR ALLOTTMENT OF FUNDS

<u>Date</u>	<u>Amounts</u>
October 6, 2006	\$ 2,120,897

(b) The Contractor agrees to perform or have performed work as specified in the PWS up to the point at which if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond that point.

The Government is not obligated in any event to pay or reimburse the Contractor more than the amount from time to time allotted to the contract, anything to the contrary in the termination for Government clause notwithstanding.

(c) 1. It is contemplated that funds presently allotted to this contract will cover the work to be performed until October 6, 2006.

2. If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amount payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

3. (i) The notice shall state the estimated date when the point referred to in subparagraph (c) (1) above will be reached and the estimated amount of additional funds required to continue performance to the date specified in subparagraph (c) (1) above, or an agreed date substituted for it.

(ii) The Contractor shall, 60 days in advance of the date specified in subparagraph (c) (1) above, or an agreed date substituted for it, advise the Contracting Officer of the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties.

4. If, after the notification referred to in subparagraph (c) (2) above, additional funds are not allotted by the date specified in subparagraph (c) (1) above, or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

(d) When additional funds are allotted from time to time for continued performance of the work under this contract, the parties shall agree on the applicable period of contract performance to be covered by these funds. The provisions of paragraphs (a) and (c) above shall apply to the additional funds and the substituted date pertaining to them, and the contract shall be modified accordingly.

(e) If, solely by reason of the Government's failure to allot additional funds in amounts sufficient for the timely performance of this contract, the Contractor incurs additional costs or is delayed in the performance of the work under this contract, and if additional funds are allotted, an equitable adjustment shall be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the items to be delivered, or in the time of delivery, or both.

(f) The Government may at any time before termination, and, with the consent of the Contractor, after notice of termination, allot additional contract funds.

(g) The provisions of this clause with respect to termination shall in no way be deemed to limit the rights of the Government under the default clause of this contract. The provisions of this Limitation of Funds clause are limited to the work on and allotment of funds for the items set forth in paragraph (a) above. This clause shall become inoperative upon the allotment of funds for the total price of said work except for the rights and obligations then existing under this clause.

(h) Nothing in this clause shall affect the right of the Government to terminate this contract pursuant to the Termination for Convenience of the Government clause of this contract.

(End of Clause)

3. PERIOD OF PERFORMANCE (Effective through August 31, 2006)

A. The period of performance of this GSA order shall be September 1, 2002 through August 31, 2006.

B. In the event the Government elects to exercise its option(s) pursuant to the terms of this GSA order, the period of performance for each option shall be as set forth below:

<u>Option No.</u>	<u>Period of Performance</u>
1	September 1, 2002 – August 31, 2003
2	September 1, 2003 – August 31, 2004
3	September 1, 2004 – August 31, 2005
4	September 1, 2005 – August 31, 2006

(End of Clause)

**3a. PERIOD OF PERFORMANCE, CONTRACT EXTENSION
(EFFECTIVE SEPTEMBER 1, 2006)**

A. The period of performance of this GSA order extension shall be September 1, 2006 through May 31, 2007.

B. In the event the Government elects to exercise its extension option(s) pursuant to the terms of this GSA order, the period of performance for each extension option shall be as set forth on the next page:

<u>Option No.</u>	<u>Period of Performance</u>
1	June 1, 2007 – August 31, 2007
2	September 1, 2007 – November 31, 2007
3	December 1, 2007 – February 28, 2008
4	March 1, 2008 – May 31, 2008

(End of Clause)

4. PLACE OF PERFORMANCE (MSFC 52.237-92) (AUG 1988)

The Contractor shall perform the work under this order at the George C. Marshall Space Flight Center, Alabama, or at such other locations as may be approved in writing by the Contracting Officer.

(End of Clause)

5. STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (52.222-42) (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

A. Classification, Grades and Rates

<u>Employee Class</u>	<u>Grade</u>	<u>Rate</u>
Officer (Guard)	(b)(4)	
Sergeant		
Lieutenant		
Locksmith		
Computer Operator I		
Computer Operator II		
General Clerk III		
General Clerk IV		

B. Fringe Benefits (applicable to all classifications)

1. Health and Insurance

Life, accident and health insurance and sick leave programs, 5.1 percent of basic hourly rate.

2. Holidays

- a. New Year's Day
- b. Martin Luther King's Birthday
- c. President's Day
- d. Memorial Day
- e. Independence Day
- f. Labor Day
- g. Columbus Day
- h. Veterans Day
- i. Thanksgiving Day
- j. Christmas Day

3. Vacation or Paid Leave

(i) Two hours of annual leave each week for an employee with less than 3 years of service.

(ii) Three hours of annual leave each week for an employee with 3 but less than 15 years of service.

(iii) Four hours of annual leave each week for an employee with 15 or more years of service.

4. Retirement

1½ percent of basic hourly rate plus Thrift Savings Plan plus Social Security.

(End of Clause)

6. **INDEFINITE DELIVERY/INDEFINITE QUANTITY (IDIQ)**
(Effective through August 31, 2006)

A. The definite quantities of services in this order are considered to be that identified as the firm fixed-price portion. These services are ordered, and funds are obligated, by this order. Work that cannot be sufficiently identified, predetermined, or quantified and requires more than 480 hours for any single event is identified as IDIQ work.

B. Should the performance of any unplanned/emergency effort for any single event exceed an amount of 480 hours, the portion of the effort above 480 hours will be considered to fall within the IDIQ effort as specified in Section 13.0 of the Performance work statement. Should the number of hours exceed this figure, the contractor shall notify the Government within a period of 5 business days. In no case shall the contractor be relieved of its responsibility to perform the effort directed in accordance with the Performance Work Statement. (IDIQ work is for Security Officers only).

C. The value (minimum and maximum) of all IDIQ work under this order is as follows:

<u>PERIOD COVERED</u>	Min/Max Range Of Hours	<u>IDIQ/HOURS</u> <u>Rates</u>
Base Year from the effective date - 08/31/02	50/25,000	(b)(4)
Option No. 1 09/01/02 - 08/31/03	50/25,000	(b)(4)
Option No. 2 09/01/03 - 08/31/04	50/25,000	(b)(4)
Option No. 3 09/01/04 - 08/31/05	50/25,000	(b)(4)
Option No. 4 09/01/05 - 08/31/06	50/25,000	(b)(4)

D. Performance under this indefinite quantity portion of this order is subject to the following ordering procedure.

- 1) The Contractor shall incur cost under the indefinite quantity portion of this contract in the performance of Delivery Orders (or modifications thereto) issued in accordance with this ordering procedure. No other costs are authorized without the express written consent of the Contracting Officer (CO) or his/her authorized representative(s). During extenuating circumstances, the CO (or his/her authorized representative(s)) may verbally or by electronic mail issue a Delivery Order (or modifications thereto). As soon as circumstances permit a written Delivery Order (or modification thereto) will be issued.
- 2) Each Delivery Order (or modifications thereto) will indicate the objectives or results desired. Delivery Orders (or modifications thereto) will contain, as a minimum, the following information:
 - i. Signature of the CO;
 - ii. Contract number, order number, and date;
 - iii. Description of work;
 - iv. Task Order resources authorized, including maximum number of labor hours;
 - v. Documentation and reporting requirements, if any; and
 - vi. Performance schedule, including authorized start and completion dates.

- 3) The CO (or his/her authorized representatives) may modify Delivery Orders in the same manner in which they are issued.
- 4) Delivery Orders will primarily require the provision of personnel support activities defined in the Performance Work Statement. The vast majority of activities will be related to the provision of security officers to support long-term, labor-intensive efforts. An example of such an activity would include providing security officers protecting flight hardware 12 hours a day for 120 days.
- 5) The Contractor shall submit, within 15 calendar days after completion of a Task Order, the following information as a minimum:
 - i. Discussion of the technical approach for performing the work;
 - ii. Date and time of commencement of work;
 - iii. Date and time of completion of work;
 - iv. Labor hours;
 - v. Travel or material cost or both, if applicable; and
 - vi. The total cost and fee or price for completion of the task order.
- 6) The Government may issue Delivery Orders requiring performance at multiple locations at the same time.

6a. IDIQ Travel Pool (Effective through August 31, 2006)

	Estimated Travel Pool
Option No.1 08/01/03-08/31/03	<u>\$ 2,600</u>
Option No.2 09/01/03-08/31/04	<u>\$ 34,351</u>
Option No.3 09/01/04-08/31/05	<u>\$ 36,067</u>
Option No.4 09/01/05-08/31/06	<u>\$ 37,871</u>
	\$110,889 Not-To-Exceed (NTE)

The estimated IDIQ Travel pool shall be designated for travel expenditures in support of the Next Generation Launch Technology (NGLT) program only.

Prior to traveling (in the Continental of the United States (CONUS) or Outside Continental of United States (OCONUS)) in support of the NGLT program, the contractor shall make the necessary travel arrangements and request concurrence (via an electronic memo) from the Contracting Officer Technical Representative (COTR) and approval from the Contracting Officer.

In accordance with NFS 1852.242-71, Travel Outside of the United States, a 30-day advance notice is required for foreign travel consent. Additionally, a travel report comparing the accomplishments of the trip with the original objectives shall be submitted to the contracting officer and the COTR upon completion of the travel.

A G&A of (b)(4) as established in their basic GSA contract shall be applied to travel cost associated with the NGLT program only. Upon submission(s) of a trip report to the COTR, the contractor is authorized to submit an invoice to the Government for payment, in accordance with FAR Part 31. Invoicing for this travel shall be included with the monthly IDIQ invoice; the travel section of the invoice shall include complete backup documentation to support the invoiced travel amounts. At the end of each option period, the contracting officer shall remove all non-expended travel dollars listed in the options above, from the contract value via a unilateral contract modification.

(End of Clause)

6b. FIRM FIXED-PRICE (FFP)/ INDEFINITE DELIVERY/INDEFINITE QUANTITY (ID/IQ), CONTRACT EXTENSION. (EFFECTIVE SEPTEMBER 1, 2006)

(a) This is a performance-based, Firm Fixed-Price (FFP), Mission Services Contract. In unusual circumstances and to cover special events work required that are of an emergency or unforeseen nature as defined in Clause 17a, the Contracting Officer may order work to be performed on an ID/IQ basis in accordance with the task ordering procedure described in Clause 17a. This clause establishes the minimum and maximum values for this ID/IQ portion of the Delivery Order.

(b) In the event that the Government does not order the minimum quantity specified below for the base and each option period exercised, the Government's obligation is limited to payment of the minimum.

Extension ID/IQ CLIN Number	Order Periods	Minimum Quantity	Maximum Quantity
Extension CLIN 6	Base 9-Month Period (9Mos)	\$- 0-	\$505,702
Extension CLIN 7	Option 1 3-Month period (3-Mos)	\$- 0-	\$168,567
Extension CLIN 8	Option 2 3-Month period (3-Mos)	\$- 0-	\$168,567
Extension CLIN 9	Option 2 3-Month period (3-Mos)	\$ - 0 -	\$168,567
Extension CLIN 10	Option 2 3-Month period (3-Mos)	\$ - 0 -	\$168,567

(c) Government Task Orders for services in quantities specified above the minimum and below the maximum shall not constitute a basis for price adjustments to the Mission Services CLINS.

(d) The establishment of this ID/IQ portion of this Delivery Order does not inhibit the Government's right to later award separate orders for similar or related services.

(e) The actual FFP value of the individual ID/IQ CLINS will be the summation of the individual Task Order values issued pursuant to this clause and clause 17a. A reconciling unilateral modification to the contract will be issued on a quarterly basis that reflects the current Task Order summation value in Clause 1a. (b), CLIN 6.

(End of Clause)

7. OPTION TO EXTEND THE TERM OF THIS GSA ORDER

A. The Government may unilaterally extend the term of this GSA order by the option periods set forth in the PERIOD OF PERFORMANCE clause. All such extensions shall be written notice to the contractor within 5 days before the GSA order expires; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the order expires. The preliminary notice does not commit the Government to an extension.

B. If the Government exercises this option, the extended GSA order shall be considered to include this option clause.

C. The total duration of this GSA order, including the exercise of any options under this clause, shall not exceed 5 years

8. METHOD OF DEDUCTIONS

This GSA order is performance based and utilizes various means to calculate deductions if the Contractor fails to perform the required services. The Contractor's Self-Monitoring of Performance and the Performance Requirements Summary (PRS) will be used to assess the Contractor's Performance and to determine deductions pursuant to the Clause entitled: Consequences of the Contractor's Failure to Perform Required Services.

(End of Clause)

9. CONTRACTOR'S SELF-MONITORING OF PERFORMANCE

Contractor's Self-Monitoring of Performance (Ref. DRD No. 923 MA-001) shall be submitted by the 15th day of each month along with the contractor's properly certified invoice, complete with backup and analyses for all work completed in performance of this contract. For each instance where the Contractor is found to be inaccurate in the Contractor's monthly self-monitoring, a unilateral deduction of \$500 will be deducted from the Contractor's total monthly invoice. Performance evaluation meetings will be conducted **Semi-annually** to discuss deficiencies and any performance improvements as appropriate.

(End of Clause)

**10. CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM
REQUIRED SERVICES FOR ALL WORK**

A. The Contractor is responsible to totally fulfill the performance requirements of this contract. In addition to Clause 8, the Government will deduct from the Contractor's invoice or otherwise withhold payment for any items of nonconforming service as specified below.

1. The Government may apply an evaluation technique, which covers all, or part of the work to either assess the Contractor's performance or determine the amount of payment due or both. The defect rate for the purpose of assessing the Contractor's performance will be the sum of all defects observed during the course of the work expressed as a percentage of the total population of work items on a monthly basis. (The defect rate will not be extrapolated to the total population of work items to determine payment due.) If the defect rate exceeds the Maximum Allowable Defect Rate (MADR) in the Performance Requirements Summary, (PRS), the Contractor's quality control is considered unsatisfactory. Failure to consistently maintain adequate quality control can result in termination for cause.

2. A GSA order requirement may be composed of several subtasks called work requirements. A GSA order requirement may be determined to be partially complete if the Contractor satisfactorily completes some, but not all, of the work requirements. In those cases, deductions may still be taken from the Contractor's invoice. In addition to all of the rights the Government may have, the Government shall, for partially completed work, make the deductions, as set forth below.

B. The Government will give the Contractor written notice of deficiencies by copies of the Evaluation Reports or otherwise prior to deducting for nonperformed or unsatisfactory work. Therefore:

1. In the case of nonperformed work, the Government

a. Will deduct from the Contractor's invoice all amounts associated with such nonperformed work as established by the PRS or as provided by other provisions of this GSA order, unless the Contractor is permitted or required to perform pursuant to paragraph b. below and satisfactorily completes the work;

b. May, at its option, afford the Contractor an opportunity to perform the nonperformed work within a reasonable period subject to the discretion of the Contracting Officer's Technical Representative (COTR); or

c. May, at its option, perform the services using Government personnel or other means.

2. In the case of unsatisfactory work, the Government

a. Will deduct from the Contractor's invoice all amounts associated with such unsatisfactory work as established by the PRS or as provided by other provisions of the GSA order; unless the Government afforded the Contractor an opportunity to re-perform pursuant to paragraph b. below and satisfactorily completes the work;

b. May, at its option, afford the Contractor an opportunity to re-perform the unsatisfactory work within a reasonable period subject to the discretion of the Contracting Officer's Technical Representative (COTR); or

c. May, at its option, perform the services with Government personnel or other means.

C. Should the Government elect options B.1.a., B.1.b., B.2.a., or B.2.b. above, the Government may at its sole discretion assess additional remedies if: (1) the Contractor is working in good faith with the Government to correct the problem(s) in the future and (2) the Contractor does not have a repetitive trend of nonperformed and unsatisfactory work for the same requirements.

D. Should the Government elect B.1.c. or B.2.c. above, the Government will reduce the GSA order payment by the amount paid to any Government personnel (based on wages, retirement and fringe benefits plus material), or the actual costs of other means that accomplished the services.

E. Where the Government exercises its options in B.1.b. or B.2.b., the Contractor's original evaluation results shall not be modified upon re-evaluation. Instead, any payment reduction shall be offset by a credit for satisfactory re-performance.

F. Notwithstanding any other provisions noted above, the Government's exercise of rights under this clause shall not preclude either (1) single occurrences of such nonperformance or unsatisfactory performance, or (2) multiple occurrences of nonperformance or unsatisfactory performance, regardless of whether deductions were taken, from being grounds for termination in accordance with the clause 52.212-4.

(End of Clause)

11. PHASE-IN AND PHASE OUT

A. Contractor Phase-In. The services provided by the order are vital to the Government's overall effort, and continuity must be maintained at a consistently high level without interruption. The Contractor is expected to meet full performance requirements from September 1, 2001. The necessary Phase-In activities will start on the effective date thru August 31, 2001. Prior to performance of services ordered by the Government under this GSA order, the contractor shall accomplish all tasks required to begin work ordered under this GSA order. Some examples of activities that remain the sole responsibility of the Contractor include managing transition activities, ensuring that adequate equipment is readily available, hiring personnel, obtaining personnel badges and

B. clearances, training personnel, scheduling the performance of ordered work, ensuring approval of the safety plan, and compliance with GSA order data requirements. Likewise, compliance with any and all other requirements identified within the body of this GSA order as being a prerequisite of priced work shall be accomplished by the contractors.

B. The Contractor shall support a meeting with the incumbent Contractor to discuss/identify problems or areas requiring attention during this phase-in period. During this shadow period the Contractor will not be subject to the deductions as outlined in the PRS of the PWS.

C. Phase-out activities shall be accomplished in accordance with FAR 52.237-3, Continuity of Services.

(End of Clause)

12. LIST OF AVAILABLE INSTALLATION-OWNED PROPERTY AND SERVICES

In accordance with this clause, the Contractor is authorized use of the types of property and services listed below, to the extent they are available, in the performance of this contract within the physical borders of the installation which may include buildings and space owned or directly leased by NASA in close proximity to the installation, if so designated by the Contracting Officer.

A. Office space, work area space, and utilities. Government telephones are available for official purposes

B. General- and special-purpose equipment, including Government-provided Office furniture and furnishings, as follows:

1. Equipment to be made available to the Contractor for use in performance of the contract on-site and at such other locations as approved by the Contracting Officer is listed in Attachment 1, paragraph 11.0 and Attachment 8. The Government retains accountability for this property under the clause at 1852.245-71, Installation-Accountable Government Property, regardless of its authorized location.

2. If the Contractor acquires property, title to which vest in the Government pursuant to other provisions of this contract, this property also shall become accountable to the Government upon its entry into Government Records as required by the clause 1852.245-71, Installation Accountable Government Property.

3. The Contractor shall not bring to this installation for use under this contract any property owned or leased by the contractor, or other property that the Contractor is accountable for under any other Government contract, without the Contracting Officer's prior written approval.

- C. Supplies from stores stock: Not available
- D. Publications and blank forms stocked by the installation.
- E. Safety and fire protection for Contractor personnel and facilities.
- F. Installation service facilities: MSFC Buildings 4312.
- G. Medical treatment of a first-aid nature for Contractor personnel injuries sustained during on-site duty, to include ambulance services. NASA mandated physicals under the general guidelines established by OSHA, EPA, and NRC and special physical exams for security guards.
- H. Cafeteria privileges for Contractor employees during normal operating hours.
- I. Calibration services, during normal operating hours, for use under this contract.
- J. Shipping and Receiving services, during normal operating hours, for use under this contract.
- K. Moving and hauling for office moves shall be provided on-site, as approved by the Contracting Officer.
- L. The Contractor may purchase fuel (unleaded gas and diesel) from the Government for Contractor provided vehicles operated in conjunction with this GSA order at a rate of \$1.40 per gallon. Fuel costs will be deducted from the contractor's invoices on a monthly basis. If the Government's fuel costs vary by more than plus or minus 10%, rates will be adjusted for the next month following the rate change to reflect the price increase or decrease. There will be no equitable adjustment provided for previous month's rates. The Contractor may continue to purchase fuel at the new rates if they so desire.

3. Inventory

(a) **Joint Inventory:** Within 5 days prior to Contractor start date, a joint inventory shall be conducted by the contractor and the Government of all facilities, equipment, and supplies and materials to be made available to the contractor. This inventory will not be cause of an adjustment in contract price.

1. During inventory, the contractor shall determine which items they choose to accept for use under this contract and the exact quantity, condition and serviceability of those items.

2. Items not desired for use by the contractor shall be identified by written notification on the contract start date. Equipment not desired shall be staged by the Contractor at an onsite location indicated by the contracting officer for Government pickup during the first 5 days following the contract start date.

3. The contractor shall prepare and certify a detailed final database inventory listing (jointly approved by the Government and the Contractor) and maintain the inventory in a current status for the initial Contracting Officer and electronic and hard copy of the inventory listing pages that changes whenever changes occur.

(b) **Inventory Discrepancies**: The contractor shall provide a report electronically or hard copy of inventoried discrepancies as they are discovered or suspected which shall be forwarded to the CO within 5 working days of the reported discrepancy. One month prior to expiration of the base contract and each option year, a joint inventory shall be conducted by the contractor and the Government of all Government facilities, equipment, and materials made available to the Contractor to ensure no discrepancies exist.

(c) **Inventory at Contract Completion**: At completion of the contract (including option period, if any), the Contractor shall return the same property equal in type, kind, quality, and quantity of items as originally made available by the Government and accepted by the Contractor, exclusive of those items of equipment turned over to the Government for disposal during the course of performing the contract. At contract termination, the Contractor shall return all Contractor replaced equipment for which title was vested in the Government. Such property shall be in the same or better condition as when originally made available except for normal wear and tear.

(d) **Residual Inventory of Supply and Materials**: The Government will make available to the successful bidder the residual Government-owned inventory of the supplies and materials utilized during the previous contract period. During the Joint Inventory (See 3.a above) the contractor shall identify those items desired for use on this contract and a cost adjustment to the contract value will be negotiated.

(End of Clause)

13. **SECURITY REQUIREMENTS**

All Contractor personnel, including subcontractors, shall comply with MPG 1600.1, MARSHALL SECURITY PROCEDURES AND GUIDELINES (as amended) and MPG 1371.1(b), PROCEDURES AND GUIDELINES FOR PROCESSING FOREIGN VISITORS REQUEST. Copies may be obtained from the MSFC Protective Services Department.

All known, obvious, or identifiable security violations or breaches will be immediately reported to the Protective Services Department.

(End of Clause)

14. HAZARDOUS MATERIAL REPORTING

A. If during the performance of this GSA order, the Contractor brings any hazardous materials (hazardous as defined under the latest version of Federal Standard No. 313, including revisions adopted during the term of the contract) on-site to the Marshall Space Flight Center, a completed MSFC Form 4099 (MSFC Hazardous Material Input Sheet) shall be immediately forwarded to the address on the form. The Contractor shall be responsible for ensuring that all Contractor/subcontractor personnel are made aware of and comply with this clause.

B. Nothing contained in this clause shall relieve the Contractor from complying with applicable Federal, State, and local laws, codes, ordinances, and regulations (including the obtaining of licenses and permits) in connection with hazardous material; or with other clauses regarding hazardous materials, which may be contained in the contract.

(End of Clause)

15. APPLICABILITY OF SCHEDULED CLAUSES TO SUBCONTRACTS

In the event the Contractor enters into subcontract(s) for performance of any of the services required under the Performance Work Statement of this GSA order, the subcontractor(s) will comply with all scheduled clauses.

<u>PAGE No. LISTED.</u>	<u>Title</u>
4	Contractor Employee Badging and Employment Termination Clearance (Nov 1999)
4	Observance of Legal Holidays (Aug 1992 ALT I (Aug 1992)
4	Minimum Insurance Coverage (Oct 1998)
4	Asbestos Material (Mar 1993)
16	List of Available Installation-Owned Property and Services
Attachment 3	Identification of Applicable Wage Determinations

(End of Clause)

16. APPLICABILITY MSFC REGULATIONS, OTHER LAWS AND REGULATIONS

The Contractor and all its employees engaged in the performance of work under this GSA order shall observe and comply with all rules and regulations prescribed by the authorities at MSFC and shall strictly comply with fire, safety, sanitation and security regulations. In addition, the Contractor shall obey and abide by and comply with Social Security, Workmen's Compensation and Unemployment Laws of the State as shall be applicable to the work hereunder and the contractor shall obey and comply with all other Legislation, State and Federal Laws.

(End of Clause)

17. UNPLANNED/EMERGENCY ACTIVITIES (Effective through August 31, 2006)

The Contractor is responsible for establishing work priorities related to unplanned or emergency activities. Contractor employees utilized to accomplish the PWS may also be utilized to accomplish all unplanned or emergency activities until additional resources can be brought in. Unplanned activities are those known reasonably in advance yet were unplanned in the PWS, such as, Program Critical Hardware (PCH) moves, VIP visits, and special badging requirements. Emergency activities are those types of occurrences which cannot be planned and arise unannounced such as tornado watches, auto accidents, or catastrophic occurrences.

To accomplish these instances, the Contractor will establish priorities and resource allocations through additional personnel or the diversion of existing resources. It is understood that the nature of unplanned/emergency activities often necessitates the use of existing personnel until additional personnel can be called in. The contractor may be relieved of any performance requirement not accomplished as a direct consequence of responding to a bona fide emergency activity until additional personnel can be brought in. The GSA order price/cost will not be adjusted to accomplish unplanned or emergency activities.

(End of Clause)

17a. TASK ORDERING PROCEDURE (Effective September 1, 2006)

(a) It is mutually agreed and understood that the work to be performed under Attachment J-1, Performance Work Statement (PWS), is on a mission services basis and the Contractor is fully responsible for completing all work required under the PWS including accommodation of fluctuations in workload requirements within the firm fixed-price value set forth in Clause 1a. Mission Services Base CLIN 1. It is further agreed that workload fluctuations shall not normally require a change to the Order nor require issuance of a Task Order under Clause 6b and this clause. However, emergency and unforeseen specific events may necessitate work that clearly exceeds that which would normally be required under the PWS. Such work may only be required through the issuance of Task Orders by the Contracting Officer in accordance with this clause. Task Orders for specific events will only be issued if the total hours required to support the events exceed 240 hours. The first 240 hours required to support a specific event that would necessitate issuance of a Task Order shall be considered to be within the basic fixed-price of the contract set forth in Clause 1a. Only hours that exceed 240 hours will be included in the Task Order estimate and value. The following subparagraphs provide examples of specific events that would constitute a basis for issuance of a Task Order and examples of events that are not a basis for issuance of a Task Order.

(i) Examples of specific events requiring a Task Order:

ID/IQ Example A - (Emergency): A natural disaster results in a long term (2 weeks or longer) power outage to MSFC. Security alarms and other electronic security systems are not functional due to the outage. As a result, the Manager, Protective Services decides to place 10 additional uniformed officers at various static guard posts to safeguard critical assets until power is restored. It is estimated that an additional 3,000 hours of labor will be required to meet this requirement. The 10 additional officers, less the first 240 hours, would be costed under an ID/IQ Task Order.

IDIQ Example B - (Unforeseen Event): Center Management approves testing of a new propulsion system in the East Test Area of MSFC. The test is expected to last for one year and will require a security officer to be posted at the test area entrance gate 24 hours per day, 365 days per year. The additional officers required to staff this new post less the first 240 hours, would be costed under an ID/IQ Task Order.

(ii) Examples of events not requiring a Task Order:

FFP Example A - (Emergency): A short term power outage (24 hours) is caused by an electrical storm. The Manager, Protective Services Office, decides to place 3 additional uniformed officers on patrol during this 24 hour period. This situation would be covered under the FFP portion of the contract since it is of short duration and requires only 72 hours additional labor.

FFP Example B - (Unforeseen Event): The Center Director is hosting a classified conference in Building 4200. The conference is sensitive in nature and requires 5 dedicated uniformed officers to monitor the building entrances and to validate the identity of conference attendees. The conference is scheduled to begin at 8 a.m. and end at 4:30 p.m. This situation would be covered under the FFP portion of the contract since it is of short duration and requires less than 240 additional hours.

(b) Only the Contracting Officer may issue Task Orders to the Contractor, providing specific authorization or direction to perform work within the scope of the delivery Order. The Contractor may incur costs under this Order in performance of Task Orders and Task Order modifications issued in accordance with this clause. No other costs are authorized unless otherwise specified in the task or expressly authorized by the Contracting Officer.

(c) Prior to issuing a Task Order, the Contracting Officer shall provide the Contractor with the following data:

(i) A functional description of the work identifying the objectives or results desired from the contemplated Task Order.

(ii) Proposed performance standards to be used as criteria for determining whether the work requirements have been met.

(iii) A request for a task plan from the Contractor to include the technical approach, period of performance, appropriate cost information, and any other information required to determine the reasonableness of the Contractor's proposal.

(d) Within 2 calendar days after receipt of the Contracting Officer's request, the Contractor shall submit a task plan conforming to the request. This Task Order Plan shall include a proposed not-to-exceed price for performance of the task including an estimate of the hours required by NASA Labor Category and any other resources necessary to perform the task. In estimating the total labor cost of the Task Order, the Contractor shall use the fully burdened labor rates and other direct cost as not-to-exceed rates and indirect rates for other direct costs as set forth in Attachment 6.

(e) After review and any necessary discussions, the Contracting Officer may issue a Task Order to the Contractor containing, as a minimum, the following:

(1) Date of the Order.

(2) Delivery Order number and Task Order number.

(3) Functional description of the work identifying the objectives or results desired from the Task Order, including special instructions or other information necessary for performance of the task.

(4) Performance standards, and where appropriate, quality assurance standards.

(5) A not-to-exceed price will be established for each Task Order.

(6) Any other resources (travel, materials, equipment, facilities, etc.) authorized.

(7) Delivery/performance schedule including start and end dates.

(f) The Contractor shall provide acknowledgment of receipt to the Contracting Officer within 1 calendar day after receipt of the Task Order.

(g) If time constraints do not permit issuance of a fully defined Task Order in accordance with the procedures described in paragraphs (a) through (f), a Task Order which includes a ceiling price may be issued.

(h) The Contracting Officer may amend tasks in the same manner in which they were issued.

(i) In the event of a conflict between the requirements of the Task Order and the Contractor's approved task plan, the Task Order shall prevail.

(j) The Contractor shall submit monthly Task Order progress reports. As a minimum, the reports shall contain the following information:

- (1) Contract number, Task Order number, and date of the Order.
- (2) Task ceiling price.
- (3) Cost and hours incurred to date for each issued task.
- (4) Costs and hours estimated to complete each issued task.
- (5) Significant issues/problems associated with a task.
- (6) Cost summary of the status of all tasks issued under the contract

(k) The Contractor shall not begin work until the approved Task Order is received; however, in extreme emergency situations, the Contractor may be authorized by the Contracting Officer to begin work immediately. The Contractor shall process the applicable Task Order within 24 hours of being notified of an extreme emergency, and shall not incur costs exceeding \$5,000 during the initial 7 days after notification, unless an advanced waiver is granted by the Contracting Officer. The Government and Contractor shall finalize the Task Order within 7 calendar days.

(l) Approval of Task Orders does not relieve the Contractor of its obligations under the "Limitation of Funds" clause of the Order.

(End of Clause)

18. NATIONAL LABOR RELATIONS ACT (Effective through August 31, 2006)

The successful Contractor shall be required to comply with the requirements of the National Labor Relations Act. Further, MSFC encourages all contractors with bargaining agreements to become actively involved in the Area Labor-Management Relations Committee sponsored jointly by the Marshall Space Flight Center and the Federal Mediation and Conciliation Service.

In this regard, be advised that the majority of the incumbent Contractor's service employees are represented by the following collective bargaining representative (Union):

Union:

International Guards Union of America, Local No. 33
105 Aracde Street
Gadsden, AL 35903

Points of Contact:

Rachel Wilkes, President
Telephone No. 256/586-3258 or 256/546-4920
Jeff Fears, Business Manager
Telephone No. 256/796-1426

As a Government Contracting Activity we recognize the rights afforded these individuals by the National Labor Relations Act. Therefore, the successful Contractor agrees to maintain practices that are congruous with the mandatory provisions of law.

(End of Clause)

18a. NATIONAL LABOR RELATIONS ACT (Effective September 1, 2006)

The successful Contractor shall be required to comply with the requirements of the National Labor Relations Act.

As a Government Contracting Activity we recognize the rights afforded these individuals by the National Labor Relations Act. Therefore, the successful Contractor agrees to maintain practices that are congruous with the mandatory provisions of law.

(End of Clause)

19. RESERVE GATE PROCEDURE/ONE-GATE PLAN

In the event of a labor dispute, the Government may restrict the ingress and egress of the Contractor's employees and suppliers to a specific gate. The Contractor agrees to have his employees re-badged (if necessary) and to direct them and the suppliers to utilize only the designated gate.

(End of Clause)

20. SAFETY PERFORMANCE EVALUATION

Evaluation Criteria and Performance Recognition

EVALUATION CRITERIA

- Management Commitment and Employee Involvement
- System and Worksite Hazard Analysis
- Hazard Prevention and Control
- Safety and Health Training

PERFORMANCE RECOGNITION

Score	≥ 36 points (Annual Score)	≥ 28 points (Annual Score)	≤ 16 points (Quarterly Score)
LTIR	<p><u>and</u> ≤ 50% of the LTIR for the applicable SIC rate</p> <p>Exception: Contractors with less than 100 employees located onsite MSFC shall have <u>no</u> lost time injuries during the past year.</p>	<p><u>and</u> < the applicable SIC rate</p> <p>Exception: Contractors with less than 100 employees located onsite MSFC shall have <u>no more than</u> <u>one</u> lost time injury during the past year.</p>	<p><u>or</u> > the applicable SIC rate</p> <p>Exception: Contractors with less than 100 employees located onsite MSFC. A Level III rating will be given when <u>greater than two</u> lost time injuries are reported during the past year.</p>
Grade Levels	I	II	III
Recognition	Formal award publicly recognized. Appropriate Past Performance referrals provided.	Formal letter of commendation – will impact contract evaluation and past performance. (Score must either be the same score or and higher from the last evaluation.)	Formal letter expressing concern. Corrective Action Plan requested. Data placed in Past Performance Database. Failure to improve could result in Contract Options not being exercised.

NOTE: If the contractor's safety performance evaluation does not fall within one of the above categories, no recognition will be provided.

- *Deductions*
 - Failure to report information on all personnel and property mishaps that meet the criteria of a NASA Recordable Mishap (NPG 8621.1), on a monthly basis, will result in a deduction of \$1,000 for each occurrence of failure to report. Information to be reported includes items listed in paragraph 6 of the clause.

SAFETY PERFORMANCE EVALUATION

1. CONTRACTOR RESPONSIBILITY. The Contractor is responsible for maintaining an effective safety program during the course of the contract with a goal to achieve a world-class program within the term of the contract. The Contractor will ensure that the requirements of the MSFC approved Contractor’s Safety and Health Plan and applicable Data Requirement Documents (DRD) are met. Contractor safety performance evaluation will be based on the MSFC safety program elements. The Contractor shall conduct a quarterly self-evaluation based on these criteria. The CO/COTR, in coordination with the MSFC Safety Office, will validate the Contractor’s self-evaluation.

Every quarter, the agreed score will be used to assess performance appropriately—positive or negative.

For the purpose of assessing the quarterly score, the Contractor and the CO/COTR, in coordination with the MSFC Safety Office, will reach a mutually agreeable determination based on the metrics reflected in the attachment. In cases where the Contractor and CO/COTR cannot reach agreement, the MSFC Ombudsman will hear arguments from both sides and make a final decision. This process shall not preclude the Contracting Officer from taking immediate action for any serious, willful, blatant, or continued violations of MSFC safety policy or procedures.

2. EVALUATION CRITERIA. Contractor self-evaluation and Government validation will be based on the applicable elements and subelements of the MSFC safety program shown below. Specific criteria are shown on Attachment 1 entitled “Safety Health Management Implementation Guide and Assessment Matrix.” Deviations from the matrix criteria may be made, for cause, and must be approved by the COTR, CO and Government Safety Representative. It should be noted that Element 1 has a management and an employee component. These are simply averaged to obtain the score for Element 1. The result should be carried to the second decimal point.

Management Commitment and Employee Involvement

(ELEMENT 1)

Documented Safety Policy And Goals

- Safety Committees
- Safety Meetings
- Subcontractor Safety
- Resources
- Access to Professional Safety Staff
- Accountability (Disciplinary Program)

Hazard Prevention and Control

(ELEMENT 3)

Hazard Identification Process

- Facility and Equipment Maintenance
- Emergency Program and Drills
- Emergency Medical Care Program
- Personal Protective Equipment
- Health Program

Annual Evaluation

Safety and Health Training

(ELEMENT 4)

**System And Worksite Hazard Analysis
(ELEMENT 2)**

**Employee
Supervisor
Manager**

Complete And Update Baseline Surveys
Perform Analysis Of New Work.
Job Hazard Analysis/ Process Review
Self-Inspections
Employee Hazard Reporting
Mishap/Close Call Investigation
Injury/Illness Rates

3. PERFORMANCE RECOGNITION

Contractor performance will be recognized as follows:

- **Level I**-Annual rating score of ≥ 36 based on the average of the quarterly assessment scores, and a Lost-Time Incident Rate (LTIR) $\leq 50\%$ of the LTIR for the applicable Standard Industrial Classification (SIC) rate.

*Formal award with public recognition.
Appropriate past performance referrals provided.*

Exception: *Contractors with less than 100 employees located onsite MSFC. To be rated in Level I, the contractor shall have no lost time injuries during the past year.*

- **Level II**-Annual rating score of ≥ 28 based on the average quarterly assessment score, and a Lost-Time Incident Rate (LTIR) $<$ the applicable Standard Industrial Classification (SIC) rate and the scores remain the same, or reflect improved performance, from the previous period. If scores reflect a decrease in performance, no letter of commendation will be issued.

*Formal letter of commendation.
Will impact contract evaluation and past performance referrals.*

Exception: *Contractors with less than 100 employees located onsite MSFC. To be rated in Level II, the contractor shall have no more than one lost time injury during the past year.*

Level III-Quarterly rating score of ≤ 16 or a Lost Time Incident Rate (LTIR) $>$ the Standard Industrial Classification (SIC) rate.

*Formal letter expressing concern.
Corrective Action Plan requested.
Data placed in Past Performance Database.*

Failure to improve could result in contract options not being exercised.

Exception: *Contractors with less than 100 employees located onsite MSFC. A Level III rating will be given to a contractor having greater than two lost time injuries during the past year.*

- If contractor's Safety Performance evaluation does not fall within the above categories. *No recognition.*

NOTE: The most current Department of Labor SIC rate, effective at the beginning of the annual evaluation period, will be utilized for LTIR evaluation. Lost Time Incidents shall be recorded in accordance with NASA requirements specified in MWI 8621.1, "Close Call and Mishap Reporting and Investigation Program." Final decisions on any disputed lost time injury determinations will be handled by established Government regulatory procedures.

4. CONTRACTOR ACCOUNTABILITY FOR MISHAPS.

The Contractor shall not be held accountable for injuries to their personnel or damage to the property they control that is caused by individuals or situations clearly outside the control of their contract.

5. EVALUATION PROCESS.

The evaluation process will be based on the major elements and their subelements cited in Paragraph 2.

The evaluation process will include these steps:

- Contractor to conduct quarterly self-assessment and assign numerical score to each element.
- Contractor self-assessments will address compliance with their approved Safety and Health Plan.
- Contractor to have self-assessment validated by CO/ COTR and S&MA Office.
- On an annual basis, the Contracting Officer will apply contract incentives/recognition or consequences based on the average quarterly scores. The Contracting Officer will make a determination on a quarterly basis for items requested in paragraph 6 that are not reported. (Also, see paragraph 7 below.)

The evaluation process will use the Safety Health Management Implementation Guide and Assessment Matrix at Attachment 1.

6. SAFETY METRIC REPORTING.

The contractor shall utilize MSFC Form 4371 to submit, on a monthly basis, information on all personnel and property mishaps that meet the criteria of a NASA Recordable Mishap (NPG 8621.1). Close calls and minor cases, including first aid and non-injury cases, shall be reported when there is a potential lessons learned or when action needs to be taken to prevent more serious damage, loss, or personal injury, (including communication of the incident to promote employee awareness). The report shall also include total hours worked and the number of safety inspections and safety meetings conducted during the month.

The contractor shall also utilize NASA Form 1627 to include details of any mishap, results of the investigation, and the corrective action plan.

7. FAILURE TO REPORT

If the contractor fails to report the items in paragraph 6 above in accordance with this contract, an amount of \$1,000 will be deducted for each occurrence of failure to report the required data.

(End of Clause)

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Safety Health (S) Management Implementation Guide and Assessment Matrix

Attachment 1

Score	Commitment and Involvement (Element 1)		Worksite System and Analysis (Element 2)	Hazard Prevention and Control (Element 3)	Safety and Health Training (Element 4)
	A. Management	B. Employee			
10	Benchmarking indicates "best in Class." In areas of visible management leadership, responsibility/accountability, meaningful metrics, and incentive/recognition systems.	Employees fully involved, safety committees functioning well, is a complete behavior process functioning at least one year, employees involved in process planning and risk assessment.	All subelements fully in place and functioning well for at least one year.	All programs and subelements fully functioning for one year. Strong professional support.	All training processes functioning, all levels of personnel trained to identified needs, management training ongoing.
9	All subelements are in place and functioning well, but have as yet to reach full maturity.	All processes functioning but for limited time, employees involved to great extent.	All subelements in place, employees actively participating.	All programs and subelements in place and functioning.	All training processes established, management initial training complete.
8	One subelement not fully in place but all are being implemented.	Most processes in place, employee involvement growing.	All subelements functioning, employee participation growing.	At least five subelements functioning and one in final stage of implementation.	Most personnel trained to identified needs, training recordkeeping and recall system functioning.
7	Two subelements not fully implemented. Implementation in process on all elements. Employee participation and commitment widespread.	Process activities expanding through organization. Committees and teams functioning.	At least five subelements functioning and remainder established.	At least four subelements functioning, remaining two developing.	Management and supervisor training in process, specialized training in process.
6	All subelements in process or in place. Strong management leadership and commitment begun, metric systems in place, resourcing appropriate.	Employee representatives functioning, joint committees functioning, participating in risk assessment and accident investigation.	At least four subelements functioning and remaining three in process, employee participation beginning to spread through organization.	Medical and safety programs strengthening. Emergency preparedness program established and exercised.	Management training in process developed, supervisor training developed, training recordkeeping and recall system developed.
5	Management commitment and leadership accepted by workers, worker participation and commitment begun, metric system.	Employee representatives appointed/elected, committees beginning to perform functions (investigation, analysis, process improvement).	All subelements established, employees beginning to participate.	Rules written, medical and safety programs developing Personal Protective Equipment adequate.	Training template completed for all personnel, training needs identified, process development begun, recordkeeping and recall system being developed.
4	Management commitment and leadership flowing down to workers, metric systems being developed, incentive/recognition system in process.	All processes being established, involvement and awareness enhancement growing.	At least five subelements initiated including self-assessment, hazard reporting, mishap close call investigations.	Rules in process, emergency preparedness program being developed.	Training development in process, specialized training established. Mandatory training in process
3	Generally good management commitment and leadership, implementation plans approved for all elements	All process needs identified, awareness and involvement enhancement activities begun.	Job Hazard analysis established, investigations strengthened and include employees.	Medical program initiated, safety and health program initiated.	Training needs evaluation complete, training templates in process, recordkeeping and recall system needs to be established
2	Management exhibits some aspects of leadership, accountability systems not well defined, employee participation framework defined, limited metrics.	Committees established, little activity, employee involvement beginning, awareness of process started.	Plans established to implement all subelements, at least two subelements beginning to function.	Personal protective equipment requirements established and being enforced, plans developed for other elements.	Training needs evaluation begun, training template forms developed.
1	Subelements have not been established to any significant extent, management leadership is lacking, little or no employee participation	No committees, little or no employee involvement, no process, little process planning.	Two or fewer subelements established, no self-inspection, shallow accident investigation process.	Few or no programs or subelements established, few written rules, limited enforcement.	Training needs not established, no management training, limited or no supervisor training.

21. Access to Sensitive Information (1852.237-72) (JUNE 2005)

(a) As used in this clause, "sensitive information" refers to information that a contractor has developed at private expense, or that the Government has generated that qualifies for an exception to the Freedom of Information Act, which is not currently in the public domain, and which may embody trade secrets or commercial or financial information, and which may be sensitive or privileged.

(b) To assist NASA in accomplishing management activities and administrative functions, the Contractor shall provide the services specified elsewhere in this contract.

(c) If performing this contract entails access to sensitive information, as defined above, the Contractor agrees to -

(1) Utilize any sensitive information coming into its possession only for the purposes of performing the services specified in this contract, and not to improve its own competitive-position in another procurement.

(2) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(3) Allow access to sensitive information only to those employees that need it to perform services under this contract.

(4) Preclude access and disclosure of sensitive information to persons and entities outside of the Contractor's organization.

(5) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in this contract and to safeguard it from unauthorized use and disclosure.

(6) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(7) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(d) The Contractor will comply with all procedures and obligations specified in its Organizational Conflicts of Interest Avoidance Plan, which this contract incorporates as a compliance document.

(e) The nature of the work on this contract may subject the Contractor and its employees to a variety of laws and regulations relating to ethics, conflicts of interest, corruption, and other criminal or civil matters relating to the award and administration of government contracts. Recognizing that this contract establishes a high standard of accountability and trust, the Government will carefully review the Contractor's performance in relation to the mandates and restrictions found in these laws and regulations. Unauthorized uses or disclosures of sensitive information may result in termination of this contract for default, or in debarment of the Contractor for serious misconduct affecting present responsibility as a government contractor.

(f) The Contractor shall include the substance of this clause, including this paragraph (f), suitably modified to reflect the relationship of the parties, in all subcontracts that may involve access to sensitive information.

(End of Clause)

22. Release of Sensitive Information (1852.237-73) (JUNE 2005)

(a) As used in this clause, "sensitive information" refers to information, not currently in the public domain, that the Contractor has developed at private expense, that may embody trade secrets or commercial or financial information, and that may be sensitive or privileged.

(b) In accomplishing management activities and administrative functions, NASA relies heavily on the support of various service providers. To support NASA activities and functions, these service providers, as well as their subcontractors and their individual employees, may need access to sensitive information submitted by the Contractor under this contract. By submitting this proposal or performing this contract, the Contractor agrees that NASA may release to its service providers, their subcontractors, and their individual employees, sensitive information submitted during the course of this procurement, subject to the enumerated protections mandated by the clause at 1852.237-72, Access to Sensitive Information. (c)(1) The Contractor shall identify any sensitive information submitted in support of this proposal or in performing this contract. For purposes of identifying sensitive information, the Contractor may, in addition to any other notice or legend otherwise required, use a notice similar to the following:

Mark the title page with the following legend:

This proposal or document includes sensitive information that NASA shall not disclose outside the Agency and its service providers that support management activities and administrative functions. To gain access to this sensitive information, a service provider's contract must contain the clause at NFS 1852.237-72, Access to Sensitive Information. Consistent with this clause, the service provider shall not duplicate, use, or disclose the information in whole or in part for any purpose other than to perform the services specified in its contract. This restriction does not limit the Government's right to use this information if it is obtained from another source without restriction. The information subject to this restriction is contained in pages [insert page numbers or other identification of pages].

Mark each page of sensitive information the Contractor wishes to restrict with the following legend:

Use or disclosure of sensitive information contained on this page is subject to the restriction on the title page of this proposal or document.

(2) The Contracting Officer shall evaluate the facts supporting any claim that particular information is "sensitive." This evaluation shall consider the time and resources necessary to protect the information in accordance with the detailed safeguards mandated by the clause at 1852.237-72, Access to Sensitive Information. However, unless the Contracting Officer decides, with the advice of Center counsel, that reasonable grounds exist to challenge the Contractor's claim that particular information is sensitive, NASA and its service providers and their employees shall comply with all of the safeguards contained in paragraph (d) of this clause.

(d) To receive access to sensitive information needed to assist NASA in accomplishing management activities and administrative functions, the service provider must be operating under a contract that contains the clause at 1852.237-72, Access to Sensitive Information. This clause obligates the service provider to do the following:

(1) Comply with all specified procedures and obligations, including the Organizational Conflicts of Interest Avoidance Plan, which the contract has incorporated as a compliance document. (2) Utilize any sensitive information coming into its possession only for the purpose of performing the services specified in its contract.

(3) Safeguard sensitive information coming into its possession from unauthorized use and disclosure.

(4) Allow access to sensitive information only to those employees that need it to perform services under its contract.

(5) Preclude access and disclosure of sensitive information to persons and entities outside of the service provider's organization.

(6) Train employees who may require access to sensitive information about their obligations to utilize it only to perform the services specified in its contract and to safeguard it from unauthorized use and disclosure.

(7) Obtain a written affirmation from each employee that he/she has received and will comply with training on the authorized uses and mandatory protections of sensitive information needed in performing this contract.

(8) Administer a monitoring process to ensure that employees comply with all reasonable security procedures, report any breaches to the Contracting Officer, and implement any necessary corrective actions.

(e) When the service provider will have primary responsibility for operating an information technology system for NASA that contains sensitive information, the service provider's contract shall include the clause at 1852.204-76, Security Requirements for Unclassified Information Technology Resources. The Security Requirements clause requires the service provider to implement an Information Technology Security Plan to protect information processed, stored, or transmitted from unauthorized access, alteration, disclosure, or use. Service provider personnel requiring privileged access or limited privileged access to these information technology systems are subject to screening using the standard National Agency Check (NAC) forms appropriate to the level of risk for adverse impact to NASA missions. The Contracting Officer may allow the service provider to conduct its own screening, provided the service provider employs substantially equivalent screening procedures.

(f) This clause does not affect NASA's responsibilities under the Freedom of Information Act.

(g) The Contractor shall insert this clause, including this paragraph (g), suitably modified to reflect the relationship of the parties, in all subcontracts that may require the furnishing of sensitive information.

(End of clause)

REVISED LIST OF ATTACHMENTS

Attachment	Title
1.	Performance Work Statement (includes revised Performance Requirements Summary)
2.	Data Procurement Documents
3.	Wage Determination and Comparability Statement
4	Procedural and Regulatory Guidance
6.	Installation-Provided Property Listing
7.	Contract Security Classification Specification.
8.	ID/IQ Schedule of Fully Burdened Not-to-Exceed (NTE) Labor Rates and Other Direct Cost Not-To-Exceed Burden Rates

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

(Effective: September 1, 2006)

1.0 General

- 1.1 The purpose of this Performance Work Statement (PWS) is to clearly and accurately describe the general requirements and standard of performance to be satisfied by the contractor for all security functions at the Marshall Space Flight Center (MSFC). These requirements include providing the necessary management, supplies, materials, and personnel (not otherwise provided by the Government) to perform security services for the MSFC on a 24-hour, 7 days a week. All services called for in this PWS shall be performed in compliance with applicable NASA and MSFC regulations and policies, Federal, State, Redstone Arsenal, and local laws.
- 1.2 The performance of this PWS shall require that contractor personnel process, update, and maintain information/data utilizing institutional provided data bases/automated data systems including upgrades and Government-provided replacement systems. The contractor shall prepare a Security Plan for Unclassified Federal Computer Systems describing the contractor's plan to provide for the availability, integrity, and confidentiality of information technology resources in accordance with DRD 923CD-001.

2.0 Management

- 2.1 The contractor shall provide the necessary expertise and capabilities required to continuously maintain security operations at the MSFC that comply with all regulatory standards and meets all necessary parameters to assure that the MSFC is a secure work environment for all on-site personnel.
- 2.2 The contractor shall manage the total work effort associated with the security services required herein to assure fully adequate and timely completion of these services. Included in this function will be a full range of management/ administrative duties including, but not limited to, planning, scheduling, report preparation, establishing and maintaining records and quality control. The contractor shall provide an adequate staff of personnel with the necessary administrative and management expertise to assure the performance of work in accordance with sound and efficient management practices.
- 2.3 The contractor shall provide a full-time Project Manager and a full-time Operations Manager. The Project Manager shall act with full authority for the contractor and shall be responsible for the performance of the work. The Operations Manager shall be delegated the authority and responsibility to act for the contractor when the Project Manager is not available. In the absence of the Project Manager and Operations Manager the contract shall define a chain of command to ensure that supervisory channels are clear to all contractor personnel.
- 2.4 The contractor shall provide a weekly activity report and a monthly progress/self-assessment report in accordance with DRD 923MA-001.
- 2.5 The contractor shall provide a Badged Employee and Remote IT User Listing in accordance with DRD 923MA-009.
- 2.6 The contractor shall establish and implement an industrial safety, health, and environmental program that incorporates Safety and Health Program Core

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Process Requirement (CPR) elements in accordance with DRD 923SA-001 and documented in MPG 8715.1

- 2.7 The contractor shall ensure management commitment and employee involvement in the safety and health program, to include:
 - 2.7.1 System and worksite hazard analysis.
 - 2.7.2 Hazard prevention and control.
 - 2.7.3 Safety and health training.
 - 2.7.4 Environmental compliance.
- 2.8 The contractor shall ensure that mishaps are reported to the MSFC S&MA Office in accordance with DRD 923SA-002, "Mishap and Safety Statistics Reports."
- 2.9 The contractor shall provide Program Security Plans in accordance with DRD 923MA-008.
- 2.10 The contractor shall provide Contractor Employee Clearance Documents in accordance with DRD 923MA-010.
- 2.11 The contractor shall provide Position Risk Designation for Non-NASA Employee Forms in accordance with DRD 923MA-011.

3.0 Quality Control/Assurance

- 3.1 The contractor shall be responsible for all quality control/assurance aspects associated with the performance of this contract. The contractor shall establish and follow a complete Quality Control/Assurance Plan to ensure the requirements of the contract are provided as specified. This plan shall be provided in accordance with DRD 923QE-001.
- 3.2 For Program Critical Hardware (PCH) escorts, the contractor's quality assurance program shall be compliant with American National Standards Institute (ANSI), American Society for Quality (ASQ), ANSI/ISO Q9004-2000. This document can be obtained by writing or calling ASQC, P.O. Box 3005, Milwaukee, Wisconsin 53201-3005, telephone 414-272-8575 or 800-248-1946, FAX 414-272-1734.
- 3.3 The contractor shall evaluate all other individual PWS tasks, assign a level of importance, and implement the appropriate level of quality control.

4.0 General Services

- 4.1 The contractor shall plan, staff, and manage the security function, including safeguarding MSFC personnel, equipment, hardware, facilities, and information. The contractor shall provide temporary and permanent badging; issue decals, key cards, and vehicle passes; operate the Protective Services Control Center (PSCC) and Security Headquarters; conduct investigations; provide Center-wide security patrols; maintain records, conduct training, and provide administrative support. The contractor shall provide physical security, locksmith services, personnel security services, and program security.
- 4.2 The contractor shall support required subject matter experts in the implementation of Federal Government security services. This support shall produce implementation and understandable protection solutions adaptable to a wide variety of research and scientific environments. The contractor shall remain abreast of current security issues, trends, laws, regulations, and technologies.
- 4.3 The contractor shall provide continuous assessment and evaluation to identify security weaknesses and vulnerabilities and take appropriate corrective action.

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

- 4.4 The contractor shall provide a fully trained and equipped Special Reaction Team (SRT) to provide rapid response and containment of critical incidents at the Center. The government will identify and provide the appropriate weapons and a response vehicle to be used by the SRT team.
- 4.5 The contractor shall provide an enhanced level of protection to mission critical resources, designated Minimum Essential Infrastructure (MEI) assets, and high value NASA assets, e.g., NASA 3 aircraft located at Huntsville International Airport. The government will provide a current list of MEI assets annually.
- 4.6 The contractor shall develop a Center wide security education and awareness program to complement the existing Center program and provide a qualified security officer to implement the program and serve as the MSFC Community Resources Officer. The CRO shall be dedicated to providing a full range of awareness training to Center personnel, with special emphasis on loss prevention and crime prevention. The program should include a visual awareness program, safety speaking engagements, and community awareness of security and safety issues. The CRO shall keep Protective Services informed of customer requests for awareness training and provide a training schedule of planned training sessions.
- 4.7 The contractor shall provide an Assistant Trainer to support the increase in training requirements and to oversee the continuity of training for the specialized units, i.e., Special Reaction Team, Community Resources Officer, certified Communications Officer, etc.
- 4.8 The contractor shall provide command level authority for each shift on a 24 hour, seven day per week basis, i.e., Field Sergeant, to ensure field supervision by a working patrol supervisor.
- 4.9 The contractor shall establish a headquarters to perform the administrative support for the guard service, Identification and Registration (I&R) Section, and other functions identified in this PWS. The headquarters shall maintain records and submit a weekly report, monthly progress/self-assessment report and special reports as required.
- 4.10 The contractor shall interface with NASA Headquarters, NASA Field Centers, DOD and other agencies as required, in coordination with the MSFC Protective Services Office (PSO) to resolve issues and develop cost effective methods in support of MSFC classified, sensitive, or mission critical operations.
- 4.11 The contractor shall provide additional support for unscheduled tasks necessary to ensure the effectiveness of security operations as directed by the Contracting Officer. (See Section 7.0, Specific Tasks.)
- 4.12 The contractor shall develop Standard Operating Procedures (SOP) for operation of the PSCC and Identification and Registration (I&R) Section defining routine and standard procedures for handling all situations and matters pertaining to the operation of the PSCC and I&R Section. The Standard Operating Procedures shall be in accordance with DRD 923MA-006. The contractor shall develop patrol and post orders defining routine and standard procedures for handling all situations and matters pertaining to a particular post, patrol, or event. The SOP and post orders shall be available, up to date at each post and updated annually or sooner if needed. If no changes are needed the Project Manager shall certify in writing to the COTR. These SOP's and post orders shall be subject to the approval of the COTR.
- 4.13 The contractor shall operate, manage and maintain the MSFC weapons range. Maintenance of the range shall include minor repairs to range apparatus, targets,

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

target stands, barricades, and grass cutting. The Government will provide all necessary tools, equipment, and mowers. Maintenance of the range shall be on a non-interface basis with all other duties in the SOW and any one individual's time on maintenance shall not surpass 5% in any given pay period. The Contractor shall include safety procedures for the range maintenance in their published procedures.

5.0 Standards of Conduct

- 5.1 The Contractor shall be responsible for completing a Background Check on all their employees, maintaining satisfactory standards of employee competency, conduct, appearance, and integrity and shall be responsible for taking such disciplinary action with respect to their employees as may be necessary. Upon any conviction of Domestic Violence any employee whose position requires the carrying of a firearm will no longer be authorized to carry the firearm. Each Contractor employee is expected to adhere to standards of conduct that reflect credit on themselves, their employer, NASA and the Federal Government. The Government reserves the right to direct the Contractor to remove an employee from the worksite for either reliability or security reasons, being unfit to perform duties or for failure to comply with the standards of conduct. The Contractor shall immediately replace such an employee to maintain continuity of services at no additional cost to the Government.
- 5.2 Neglect of duties shall not be condoned. While on duty this includes, but is not limited to, sleeping, listening to unauthorized electronic devices, reading books, newspapers, and other material not connected with official duties, misuse of Government Property, unreasonable delays or failure to carry out assigned tasks, conducting personal affairs during duty hours, and refusing to render assistance or cooperate in upholding the intent of the worksite security or failure to cooperate in quality assurance and/or safety inspections or other investigations conducted by the Government.
- 5.3 All contract employees are required to wear the full-prescribed uniform while on duty and maintain their appearance to avoid unclean, unpressed clothing, over or oversized uniforms, dirty shoes, and any other facet of appearance that would create a negative perception by the public.

6.0 Hours of Operations

- 6.1 The protective services element of the security services contractor operates on a 24-hour, 7 days a week.
- 6.2 The regular hours of operation for the Identification and Registration (I&R) element of the security services contractor are 7:00 a.m. to 4:00 p.m., Monday through Friday, Building 4312, 7:00 a.m. to 4:00 p.m., Building 4200, Lobby and 7:00 a.m. to 11:00 am at the Intergraph Office Complex.
- 6.3 The regular hours of operation for the Locksmith services are 7:30 a.m. to 4:00 p.m., Monday through Friday.
- 6.4 Personnel security and Program Security hours of operation shall be consistent with the PSO and supported programs.

7.0 Specific Tasks

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PERFORMANCE WORK STATEMENT

- 7.1 Identification and Registration (I&R)
- 7.1.1 Operate, maintain, and control a system of identification for all employees, contractors, visitors, and vehicles at MSFC and at designated offsite NASA facilities. The contractor shall issue picture badges and vehicle decals (car, truck, van, motorcycle, bicycle, etc.), visitor badges, temporary vehicle passes, and maintain records of and control of lost and found items. The contractor shall provide notice to other contractors of expired badges, including follow-up; provide coordination of foreign national visitors; process traffic citations; provide miscellaneous lamination services; provide back drop badges and Service Vehicle passes; support meetings with badging services at remote (from 4312) locations; and process health club badges. (See 7.4)
 - 7.1.2 The contractor shall adhere to the provisions of Federal Information Processing Standards FIPS Publication 201-1, Personal Identity Verification (PIV) of Federal Employees and Contractors, regarding the exclusivity of the duties and functions performed by PIV Applicant, Sponsor, Registrar, and Issuer. The LENEL system shall be continually maintained with status changes for individuals and card key access privileges. Properly complete fingerprint cards and fingerprint MSFC Civil Service and support contractor personnel as required.
 - 7.1.3 The contractor shall provide sufficient staffing to ensure that badges, decals, key cards, and other I&R functions are processed in a timely and efficient manner. Operation of I&R offices and services shall include government-designated locations on MSFC and offsite at the MSFC office complex currently located at Intergraph Park. The contractor shall ensure that customers are waited on within 20 minutes from the time they enter the service line at the I&R desk. The contractor shall ensure that information on badges, decals, and other relevant data is accurately entered into the Marshall Employee Data Information Service (MEDIS) and the Common Badging Access Control System (CBACS).
 - 7.1.4 Service Vehicle passes and traffic citations shall be processed within 2 workdays of receipt.
 - 7.1.5 Operate, maintain the MSFC Public Key Infrastructure (PKI) Registration Program. The PKI system provides digital identification, verification and security for electronic files and email for authorized employees, contractors, and visitors at MSFC. The contractor shall have at least two personnel certified as Registration Authorities (RA's) by NASA on duty during normal duty hours. This certification is required by personnel who issue, revoke, or recover digital certificates according to NASA policy.
- 7.2 Security Force Operations
- 7.2.1 Security forces shall be provided to safeguard MSFC personnel and material resources located on MSFC, at the off-site MSFC Office complex located at Intergraph Park and the NASA aircraft which is stored at Signature Aviation Facility, Huntsville International Airport. Security Forces shall provide a uniformed officer presence twenty-four hours daily, seven days a week at both MSFC and the Intergraph complex.
 - 7.2.2 A uniformed officer shall be present at the Signature Aviation Facility after normal duty hours (typically between 4:00 pm – 8:00 am on weekdays) plus 24 hours on weekends, and holidays, or other times when the aircraft crew is not present.

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- 7.2.3 The contractor shall provide adequate on-site supervision of employees at all times.
- 7.2.4 The contractor shall ensure that all officers maintain satisfactory standards of employee competency, conduct, appearance, and integrity.
- 7.2.5 The contractor shall provide sufficient patrols for the inspection and reporting of suspicious activity, unsecured, unsafe, and hazardous conditions of gates, buildings, offices, docks, and other facilities.
- 7.2.6 The contractor shall be alert for "crimes of opportunity," situations, initiate positive control actions and deter or prevent such actions.
- 7.2.7 The contractor shall be observant for crimes in progress, criminal and suspicious activity, and other security violations.
- 7.2.8 The contractor's employees shall be continually on the alert for occurrences of fires, water leaks, environmental emergencies, and physical hazards by close and detailed observations.
- 7.2.9 The contractor shall identify unsafe or potentially unsafe conditions, procedures or activities.
- 7.2.10 The contractor shall ensure that patrols arrive at scenes of emergencies and/or alarms within 4 minutes of notification, for example, unsecured area alarms, duress alarms, bank alarms, medical emergencies, and fire alarms.
- 7.2.11 Patrols shall check all buildings/facilities to ensure they are locked and secured. Should unforeseen operational requirements result in a delay in these checks, every effort will be made to check the facilities as soon as possible.
- 7.2.12 Patrols shall make occasional checks of Skeet Range when being used and periodically monitor the U.S. and NASA flags at Building 4200 for weather worn appearance and tears. Replace as necessary.
- 7.2.13 The contractor shall develop post orders that address building and area checks.
- 7.2.14 The contractor shall provide Patrol Activity Report in accordance with DRD 923MA-004.
- 7.2.15 The contractor shall lock and unlock all gates, buildings, and rooms. Officers shall respond to lock/unlock requests within 15 minutes (emergency situations or other unforeseen operational requirements may occasionally delay this service).
- 7.2.16 "Reserved"
- 7.2.17 The contractor shall provide courier service for classified and other designated shipments.
- 7.2.18 The contractor shall provide overnight storage of classified and/or designated item(s).
- 7.2.19 The contractor shall control and enforce all parking regulations on MSFC, direct and control traffic, and provide continuous surveillance and enforcement of MSFC traffic regulations. The contractor shall issue traffic citations, investigate traffic accidents and complete detailed accident reports. The contractor shall set up radar check points on at least a biweekly basis.
- 7.2.20 The contractor shall conduct preliminary investigations and submit reports on lost or stolen property and other incidents. Preliminary investigations shall be conducted on the reported day and a preliminary report submitted to the PSO by the start of the next workday. Preliminary

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- investigations shall be followed up in a timely manner with a detailed investigation by a loss prevention specialist. The contractor shall ensure that reports are detailed and accurate.
- 7.2.21 The contractor shall ensure an aggressive theft/conversion prevention and detection program with specific responsibilities to include:
- 7.2.21.1 Inspect the MSFC area for property theft hazards and document these in the daily blotter.
 - 7.2.21.2 Provide recommendations for improving property safeguards and inspecting for compliance after adoption by MSFC.
 - 7.2.21.3 Conduct investigations of reported thefts and conversion to include gathering information, interviewing suspects and witnesses, taking statements, safeguarding evidence, and preparing appropriate reports of investigation.
 - 7.2.21.4 Input lost/stolen Government property into the National Crime Information Center (NCIC) and make property inquiries.
 - 7.2.21.5 Submit reports of investigation in accordance with DRD 923MA-002 to the MSFC PSO. Reports of incident shall be in accordance with DRD 923MA-003.
 - 7.2.21.6 Establish and maintain liaison with local law enforcement authorities.
- 7.2.22 The contractor shall provide protective security service for controlled access conferences.
- 7.2.23 The contractor shall provide support to unique events or activities. These functions include the annual employee picnic, annual Christmas reception, Center Open House events, employee walk/fun runs, and visits by Official Protocol Visitors (examples include, but are not limited to, President, Vice President, Members of Congress, and other senior NASA and government officials. This support includes traffic/parking control, crowd control, and access control and/or personnel protection services.
- 7.2.24 The contractor shall provide periodic badge checks of Center personnel. Officers shall check to ensure that badges are properly displayed and ensure that only properly badged personnel enter MSFC buildings. Improperly badged personnel shall either be escorted to their vehicles/office or escorted to Building 4312 or the lobby of Building 4200. Weekly reports shall reflect badge check information as appropriate (DRD 923MA-001).
- 7.2.25 The contractor shall provide other services during Center non-work hours that are within the capability of the security force, such as monitoring temperature and pressure gauges, electronic equipment, security lighting, and environmental systems. These services are provided as part of normal patrol activities.
- 7.2.26 The contractor shall submit a proposed training plan for I&R personnel, security officers, shift supervisors, and dispatchers. The training plan shall be in accordance with DRD 923MA-007. The Government reserves the right to reject the training plan if it determines that the training plan is inadequate and/or instructors are not qualified to provide such training. Revisions to the approved training plan shall be submitted to the

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Manager, PSO for review/approval within 10 calendar days of such revision.

- 7.2.27 The contractor shall provide for training of security officers and dispatchers, which shall include but not be limited to:
 - 7.2.27.1 Introduction to and familiarization with NASA and MSFC security policies, regulations, and procedures.
 - 7.2.27.2 Training for emergency actions covering but not limited to first aid/CPR, Bloodborne Pathogens (per OSHA), fire prevention, bomb threat response, responding to security/duress alarms, violence in the workplace, demonstrations/protests, building evacuations, oxygen deficiency alarms, fire alarms, chemical spills, and crowd control.
 - 7.2.27.3 Sabotage and espionage threats.
 - 7.2.27.4 Traffic control, parking, and accident investigation.
 - 7.2.27.5 Use of communications and emergency equipment
 - 7.2.27.6 Loss prevention investigations.
 - 7.2.27.7 Safeguarding classified information.
 - 7.2.27.8 Patrol procedures, reporting procedures, and report writing.
 - 7.2.27.9 Professional ethics, standards of conduct, and public relations.
 - 7.2.27.10 Legal subjects which must include as a minimum: jurisdiction and authority, rules of evidence, search and seizure, and apprehension and arrest.
 - 7.2.27.11 Firearms practical and judgmental training. Assure that personnel assigned to perform duties requiring the carrying of firearms have appropriate training (prior to assignment) and maintain proficiency in the use and safe handling of firearms, weapons retention, and officer survival. Such proficiency shall be assured by initial certification, quarterly firearms sustainment training with at least semi-annual recertification thereafter. Officers must also qualify at least annually in low light level conditions. This may qualify as a semi-annual recertification. Task assignments requiring the carrying of arms will be identified by the COTR. The contractor shall notify the COTR, in writing (email is sufficient), of every failure to qualify, within one workday of that failure.
 - 7.2.27.12 Managing and answering 911 and other emergency calls and rendering assistance to emergency response personnel as appropriate.
 - 7.2.27.13 Monitoring and use of the MACS (security cameras, intrusion detection, access control and alarm systems).
 - 7.2.27.14 Operating regulations and procedures of the NCIC. Be able to input and retrieve data from the NCIC.
 - 7.2.27.15 Use of the telephone and radio voice recording system.
 - 7.2.27.16 Use of Force Continuum/Officer Survival.
 - 7.2.27.17 Vehicle stops.
 - 7.2.27.18 NASA Threat Conditions.

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- 7.2.28 The contractor shall ensure that Security officers are qualified in the use and application of Oleoresin Capsicum (OC) aerosol sprays. Such qualification shall be by a recognized Federal, State, and/or Military law enforcement training academy or certified Instructor.
- 7.2.29 The contractor shall ensure that personnel are certified within 60 days of start of contract. The contractor shall notify the COTR, in writing (email is sufficient), of every failure to qualify, within one workday of that failure.
- 7.2.30 In support of the training identified above, the contractor shall conduct realistic scenario training, practical exercises, on responding to security/duress alarms, workplace violence, vehicle stops, use of force, and weapons retention, etc. This training shall focus on situations that the officer may face while working on MSFC.
- 7.2.31 The contractor shall provide for professional and skill enhancement training for I&R, Program Security, Physical Security and management personnel.
- 7.3 NASA Federal Law Enforcement Training (NFLET) Certification of Selected Key Management Personnel.
 - 7.3.1 The contractor shall nominate and qualify key management personnel, selected from designated positions, for the initial 140-hour NFLET course. Recertification shall be required biannually and shall be accomplished by successful completion of a 40-hour refresher course.
 - 7.3.2 The NFLET initial and refresher course dates will be coordinated with the contractor and normally conducted at MSFC by the Government or its certified instructors. (NOTE: When necessary to meet operational needs, the contractor may have the option to send selected key management personnel to the NFLET academy located at Kennedy Space Center, Florida to complete the training.)
 - 7.3.3 The contractor shall ensure that new hires to key management positions are nominated and successfully complete the NFLET certification training within 12 months of their hire date. The COTR may grant a 6-month extension upon request by the contractor due to extenuating circumstances. The contractor shall notify the COTR, in writing (email is sufficient), of every failure to qualify, within one workday of that failure. Failure to graduate the NFLET course will disqualify key management personnel from carrying a firearm and will disqualify uniformed key management personnel from further duty as a security supervisor.
- 7.4 NASA Federal Law Enforcement Training (NFLET) Certification of Security Officers (Optional - To become operational at the Government direction)
 - 7.4.1 The contractor shall qualify all armed uniformed security officers for the initial 140-hour federally certified NFLET course. Recertification shall be required biannually and shall be accomplished by successful completion of a 40-hour refresher course. The NFLET initial and refresher course dates will be coordinated with the contractor and normally conducted on-site by the Government or its certified instructors. (NOTE: When necessary to meet operational needs, the contractor may have the option to send security officers to the NFLET academy at Kennedy Space Center, Florida to complete the training.)
 - 7.4.2 The contractor shall ensure that new hires, to include part-time officers, to uniformed security positions successfully complete the training within 12 months of their hire date. The COTR may grant a 6-month extension

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upon request by the contractor due to extenuating circumstances. The contractor shall notify the COTR, in writing (email is sufficient), of every failure to qualify, within one workday of that failure. Failure to graduate the NFLET course will disqualify an armed security officer from further duty as a security officer.

- 7.5 Communications Center
 - 7.5.1 The contractor shall operate a central security communications system (24-hours a day, 7 days a week), including managing and answering the MSFC 911 system and notification of proper MSFC personnel. The PSCC shall respond to system alarms within 2 minutes and 911 calls by the 4th ring. Follow-on actions shall be in accordance with PSCC procedures. Maintain an automated daily blotter of all activities, occurrences, and action taken.
 - 7.5.2 The contractor shall ensure that dispatchers are certified as having complied with the minimum standards for "Basic Telecommunicator" and maintain such certification. A certified "Telecommunicator Instructor" shall conduct the training. The initial minimum standards of training, which may be periodically revised, shall consist of not less than 40 hours of instruction. The minimum standard of training shall consist of:
 - 7.5.2.1 Roles and Responsibilities 4 hours
 - 7.5.2.2 Legal Aspects 2 hours
 - 7.5.2.3 Interpersonal Communications 6 hours
 - 7.5.2.4 Technologies 2 hours
 - 7.5.2.5 Telephone Techniques/Call Processing 7 hours
 - 7.5.2.6 Call Classifications 8 hours
 - 7.5.2.7 Radio Communications 8 hours
 - 7.5.2.8 Stress Management 3 hours
 - 7.5.3 The contractor shall ensure that this training is completed for all dispatchers within 1 year of start date of contract. Annual refresher training shall be completed to ensure that all dispatchers maintain the "Basic Telecommunicator" certification.
- 7.6 Document Destruction
 - 7.6.1 The contractor shall provide mulching services to locations as requested by the COTR or his representative, at a minimum 4 days per month, for sensitive and classified waste destruction, and occasionally response to calls for special runs.
- 7.7 Infrastructure Protection
 - 7.7.1 The contractor shall provide protective services for space hardware and other items/facilities as requested by the PSO.
- 7.8 Employee Protection
 - 7.8.1 The contractor shall provide protective services for any on-site employee while said employee is at their job site, as requested by the PSO.
- 7.9 Motorist Assistance
 - 7.9.1 The contractor shall provide motorist assistance services to MSFC employees within the MSFC boundaries, i.e., jump starts, provide one gallon of gas, as needed, and unlock vehicles.
- 7.10 Authorized Uniforms
 - 7.10.1 The contractor security force personnel shall wear clean, neat, and complete uniforms while on duty. Officers shall not wear unauthorized outer garments and such devices as cell phones and pagers. The

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Manager, PSO prior to ordering the start of services shall approve uniform color, style, patches, and badges.

- 7.11 Locksmith Services
 - 7.11.1 The contractor shall provide all locksmith services, including: installing locks in lock-ready doors, setting combination locks, providing duplicate keys, and emergency opening of locks. Issue security keys and maintain appropriate database on security locks and keys.
 - 7.11.2 Locksmith work orders and key requests shall be completed within 2 workdays of receipt.
- 7.12 Marshall Access Control System (MACS)
 - 7.12.1 The contractor shall operate the computerized MACS and security alarm system for Center facilities assigned by the PSO, with specific responsibilities to include:
 - 7.12.1.9 Developing and maintaining an access roster consisting of input approved by the PSO.
 - 7.12.1.10 Entering data on a real-time basis into a database contained in a host computer and retrieve data on a timely basis.
 - 7.12.1.11 Providing status levels and issuing "key cards" and any associated special access badges.
 - 7.12.1.12 Providing response services to system alarm conditions.
 - 7.12.1.13 Providing visual assessment of alarm conditions using the CCTV system, when applicable, and playback of CCTV system tapes.
 - 7.12.1.14 Providing continuous monitoring of the alarm system and periodic monitoring of the CCTV system.
- 7.13 Marshall Employee Data Information Service (MEDIS)
 - 7.13.1 The contractor shall operate the MEDIS with responsibility to maintain current database on locks/keys, security containers, badges, vehicle decals, employee files, and incident reporting system.
 - 7.13.2 The contractor shall be required to accurately input and retrieve data in a timely manner and furnish reports as required by the MSFC PSO.
- 7.14 Physical Security/Loss Prevention
 - 7.14.1 The contractor shall provide Physical Security Specialists for physical security and loss prevention activities, to include:
 - 7.14.2 Investigation of missing property
 - 7.14.3 Incident investigations of actual or suspected crimes
 - 7.14.4 Suspicious activities and security hazards during and after duty hours.
 - 7.14.5 The contractor shall document investigations of missing property with detailed investigative reports, to include recommendations to prevent recurrence.
 - 7.14.6 The contractor shall conduct follow-up investigations on reports of incidents to determine facts concerning specific events.
 - 7.14.7 The contractor shall conduct physical security/loss prevention surveys to enhance protection of Government property and facilities.
 - 7.14.8 The contractor shall review reports of after-hours activity and conduct follow-up inquiries for validity of access.
 - 7.14.9 The contractor shall notify the PSO of unusual activities and conduct after-hours checks as required.
 - 7.14.10 The contractor shall liaison with local, state, and federal law enforcement agencies and Office of Inspector General.

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- 7.15 General Support Physical Security Tasks
 - 7.15.1 The contractor shall perform general support physical security tasks, including control and inventory of keys and locks, review and distribution of incident reports and blotter extracts, present physical security briefings, prepare physical security reports, respond to security questions and queries from the public, compile and prepare statistical data related to physical security issues or concerns, prepare Center wide security announcements, update physical security information contained in MSFC Protective Services webpage's, attend meetings representing the Protective Physical Security Team, conduct physical security audits, conduct physical security vulnerability assessments, liaison with other physical security professionals, determine and make disposition of items turned in a found property.
- 7.16 Personnel Security Services
 - 7.16.1 The contractor shall perform general personnel security tasks, to include:
 - 7.16.1.15 Processing security clearance and background investigation forms and preparing documentation for adjudication including, but not limited to, employment and termination, employee risk determinations, badge applications, employee interviews, previous or ongoing investigations, fingerprinting documentation, other Federal Agency documentation, and other documentation as required by NASA or MSFC on a case-by-case basis.
 - 7.16.1.16 Supervising, scheduling, assigning, coordinating, planning and reviewing work of personnel security specialists.
 - 7.16.1.17 Distribution and filing of personnel security documentation.
 - 7.16.1.18 Coordinating personnel security actions with other MSFC employees.
 - 7.16.1.19 Performing data base inputs and queries of other Federal Agencies for information related to personnel security matters utilizing, but not limited to, e-QIP, OPM, DCII, NCIC, FBI, CIA, and INS.
- 7.17 International Visit Coordination Services
 - 7.17.1 The contractor shall support the NASA/MSFC International Visitor Program by performing the following tasks:
 - 7.17.1.20 Preparing documentation and coordinating actions in support of visits by Foreign Nationals and Foreign Representatives (FN&FR).
 - 7.17.1.21 Obtaining International Visit Coordinator (IVC) approval for visits by FN/FR.
 - 7.17.1.22 Presenting briefings for FN/FR escorts.
 - 7.17.1.23 Utilizing the automated NASA Foreign National Management System to record information on FN/FR visits.
 - 7.17.1.24 Coordinating identification badges for FN/FR visitors.
 - 7.17.1.25 Reviewing and assisting in the process of developing and approving the Security/Technology Transfer Control Plans (STTCP) prepared in concert with international visits to MSFC.
 - 7.17.1.26 A Secret security clearance is required to perform all International Visit Coordination Services tasks

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- 7.18 Program Security Services
- 7.18.1 The contractor shall provide a Program Security Manager to ensure the effective implementation, coordination, and integration of all Program Security efforts.
- 7.18.2 The contractor shall provide Program Security Plans as specified under the Program Security Plans DRD.
- 7.18.3 The contractor shall provide specialized Program Security support in the development of comprehensive technology protection for NASA Programs, acquisition and modification of new or evolving systems, programs, equipment, and facilities. The contractor shall conduct design reviews, perform physical, personnel and operational assessments, and prepare and deliver briefings on a wide variety of security topics. The contractor shall be prepared to expand program security support to specific research, development and acquisition programs as they emerge.
- 7.18.4 The contractor shall perform risk assessments and assist in comprehensive security reviews and operational security assessments for programs and projects as directed by the COTR.
- 7.18.5 The contractor shall support and assist in the administration of the Mission Essential Infrastructure (MEI) Program surveys and inspections. This shall include, but is not limited to, conducting MEI surveys and inspections, maintaining MEI records reports and data bases, and conducting briefings on MEI related topics. The contractor shall provide personnel holding, at a minimum, a Secret security clearance to perform this task.
- 7.18.6 The contractor shall assist in the conduct of the MSFC Counterintelligence (CI) Program by conducting threat analysis and threat awareness training, and developing, coordinating and preparing recommendations for detailed risk assessments for designated projects. Program support to the CI Program support shall also include developing and conducting briefings on a variety of specialized security topics including foreign travel briefings, foreign national escort briefings, technology protection briefings, and monitoring classified databases for threat information. A Top Secret Security Clearance is required for this task.
- 7.18.7 The contractor shall ensure that Program Security personnel are familiar with Presidential Decision Directives as well as NASA and MSFC regulations affecting intelligence, security, technology protection, operations security, and critical infrastructure. The contractor shall provide Program Security support for specific technology and research programs supporting the major mission elements of MSFC.
- 7.18.8 The contractor shall provide dedicated Program Security support to the Center Special Security Office (SSO) in the operation of a Sensitive Compartmented Information Facility (SCIF), to include the day-to-day staffing, scheduling and operation of the SCIF. The SCIF program support shall focus on planning, proper use, training, security integration, export controls, physical security controls, database management, classified processing, communications security, and security information technology systems. A Top Secret/SCI security clearance, and certification and training are required for this task.

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7.18.9 The contractor shall perform Program Security functions at Michoud Assembly Facility (MAF), New Orleans, Louisiana and shall assist and advise in all aspects of physical, operational, and personnel security, statistical analysis, blotter review, security briefings, assigned investigations, public relations, security education, and law enforcement liaison. A Secret security clearance is required for this task. Duties will not exceed 24 hours per week. In the event additional MAF requirements beyond those currently set forth in this PWS are required, those additional requirements will be accomplished under the IDIQ portion of the contract and/or pursuant to a formal change directed by the Contracting Officer.

7.19 Industrial Security Services

7.19.1 The contractor shall provide Industrial Security Services in support of the MSFC Industrial Security Program. The contractor shall develop and publicize government approved Industrial Security policies and procedures. The contractor shall be responsible for Industrial Security support and training, including but not limited to, administering classified visit requests, maintaining industrial security databases, conducting classified custodian audits and inspections, maintaining audit and inspection records, providing advice and assistance in document classification, classified material handling, marking, and destruction, and development of System Security Authorization Agreements and DD Form 254 (Department of Defense Contract Security Classification Specification).

8.0 Physical Qualifications

8.1 Each security officer shall be in good physical condition; be capable of standing, or walking for an entire shift, being outside in severe weather conditions and carrying objects weighing up to 50 pounds; be able to protect themselves and others; and withstand sudden emotional stress and physical exertion in apprehension of suspects and violators. Pursuit may be on foot, requiring running, jumping, climbing, and/or crawling, followed by physical contact to overpower the violator as necessary.

8.2 All security officers, dispatchers, and uniformed supervisors shall meet the physical qualifications as set forth in the Civil Service Handbook X-118, Section G.5., "Qualifications Standards for Guards and Guard Supervisors, Series 085," on an annual basis, with the following additional requirements/ modifications:

8.2.1 Vital Capacity: Demonstrate adequate pulmonary function by passing pulmonary function test of 85% predicted Forced Vital Capacity (FVC) and 86% Forced Expiratory Volume (FEV1) of measured FVC.

8.2.2 Cardiovascular Function: Cardiovascular capability shall be demonstrated on a treadmill (without the subject holding the handrail) with a dynamic electrocardiogram conducted in accordance with the NASA modified Bruce Protocol listed below. The examinees must not exceed a heart rate of 100% of their age adjusted maximum predicted by Table 6, page 58, of 1975 edition, "Stress Testing Principles and Practices" by Myrvin H. Ellested, M.D., published by F.A. Davis Co., Philadelphia, PA, while completing one minute of Stage 3 of the protocol without significant cardiovascular abnormality as determined by standard methods.

8.2.3 NASA Modified Bruce Protocol for Treadmill Electrocardiogram

<u>Stage</u>	<u>Speed MP</u>	<u>Percent Grade</u>	<u>Cumulative Time (Min)</u>	<u>Duration of Stage (Min)</u>
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Warm Up	1.7	0%	0	2
1	1.7	10%	5	3
2	2.5	12%	8	3
3	3.4	14%	11	3
4	4.2	16%	14	3
5	5.0	18%	17	3
6	5.5	20%	20	3
7	6.0	22%	23	3
Cool Down	1.7	0%	25	2
Sitting	---	---	31	6

9.0 Performance Requirements Summary (PRS)

9.1 The following columnar section defines the PRS for the task detailed above. Not all efforts under this contract are included in the PRS. Lack of inclusion in the PRS in no way relieves the contractor of the obligation to perform all delineated task.

9.2 **Maximum Allowable Defect Rate (MADR)**

9.2.1 The measure used by the Government to evaluate the contractor's quality control on a monthly basis. The MADR is the defect rate, which, if exceeded, indicates the Contractor's quality control is unsatisfactory. The MADR for each work environment is specified in the Performance Requirements Summary below. Reference is made to Clause 19, Unplanned/Emergency Activities. On a case by case basis (to be included in the Contractor's Monthly Self Assessment Report), the contractor will have the opportunity to inform the COTR of the specific circumstances that resulted in delayed or non-performance of routine task directly resulting from the impact of emergency events.

9.3 **Deduction Methodology**

9.3.1 Any deductions taken for individual PWS task will be calculated by the applying the deduction percentage to the assigned weighted value of the total FFP contract value for each evaluation period. For example: if the contract price was \$1,000,000, the following applies: The weight for PWS 2.0 is 21%, which equals \$210,000. For each semiannual evaluation, the price associated with this PWS is \$105,000. If the defect rate of 0% was exceeded, the deduction would be 20% of \$105,000; or \$21,000. If the deduct rate of PWS 2.0 is exceeded (e.g. 3 defects) the deduction would be 50% of the total potential deduction (20%) of \$105,000 or \$10,500.

9.3.2 The Government will evaluate for all aspects of contract operations, the decisions, actions and the results thereof pertaining to the required services identified in the PRS. Should the contractor exceed the MADR for any element described above, the Government will consider any mitigating circumstances presented by the contractor prior to making its determination as to the deduction taken for that element. The contractor shall forfeit a minimum of 5% of the corresponding deduction rate assigned to any element for exceeding any of the associated MADRS. The contractor shall forfeit from 5% to 100% of the remaining deduction rate associated with any element depending on the mitigating circumstances offered by the contractor. The Government will determine the forfeiture amount.

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SECURITY SERVICES
PERFORMANCE REQUIREMENTS SUMMARY

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 2.0 Management (encompasses all aspect of the PWS)	Provide planning, coordination, quality control, standards of conduct, and ensure safe operation of project activities. Ensures adequate staff of personnel with the necessary technical, administrative and management expertise to assure a secure work environment for all MSFC personnel.	0 Incidents Intentionally reporting misleading or false information, failure to abide with labor agreements or failure to report Standards of Conduct 2 Incidents All other incidents to include failure to provide quality control of project activities. <u>Percent Deducted for Defect Rate</u> 3 Defects = Loss of 50% of deduct 4 Defects = Loss of 100% of deduct	Contractor Reports, Customer Comments, and Periodic Inspections	21%	20%
PWS 4.4 Special Response Team	The contractor shall provide a fully trained and equipped Special Response Team	1 incident	Contractor reports. Periodic inspections of training and equipment.	4%	10%
PWS 4.6 and 4.7 Security Education and Awareness	Provide and develop quality security education programs to the MSFC community.	2 Incidents <u>Percent Deducted for Defect Rate</u> 3 Defects = Loss of 50% of deduct 4 Defects = Loss of 100% of deduct	Contractor Reports, Customer Comments and Periodic Inspections	4%	15%

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Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.1 Identification and Registration Services	Issue badges/decals in accordance with NASA/Center Directives. The contractor shall provide sufficient staffing to ensure that badges, decals, key cards, and other I&R functions are processed in a timely and efficient manner. Service vehicle passes and traffic citations shall be processed and mailed within 2 days of receipt. Information shall be entered into the appropriate database accurately and in a timely manner. Customers shall be waited on within 20 minutes from the time they enter the service line. I&R shall verify customer identification and documentation.	<p>1% of Transactions</p> <p><u>Percent Deducted for Defect Rate</u></p> <p>2% = Loss of 20% of deduct</p> <p>3% = Loss of 40% of deduct</p> <p>4% = Loss of 60% of deduct</p> <p>5% = Loss of 80% of deduct</p> <p>6% = Loss of 100% of deduct</p>	Periodic monitoring of the I&R Section Review of database to verify accuracy of information	7%	10%

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Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.2. Security Force Operations	<p>Sufficient patrols shall be maintained to meet the PWS requirements. Patrols shall inspect facilities for unsecured and hazardous conditions. Checks shall be conducted in such a manner as to observe security conditions, fire and safety hazards, suspicious activity and other conditions noted in the Post Orders. Gates, turnstiles, building entrances, and Label 45 doors shall be checked to ensure they are secured. The contractor shall ensure that patrols arrive at scenes of emergencies and/or alarms within 4 minutes of notification. Officers will take immediate action to report and/or correct condition, report suspicious activity, and verify presence and identity of individuals. Condition and nature of incidents/suspicious activity will be documented per Post Orders and PSCC procedures. Preliminary reports and ROIs will be properly documented and entered into the automated system accurately.</p>	<p>0 Incidents Hazardous/ Emergency Response <u>Percent Deduct for Defect Rate</u> Hazardous/Emergency Response 1 Defect = Loss of 100% of deduct</p> <p style="text-align: center;">- OR -</p> <p>5 Incidents Unsecure/Failure to Report Suspicious Activity <u>Percent Deduct for Defect Rate</u> Unsecure/Failure to Report Suspicious Activity 6 Defects = Loss of 30% of deduct 8 Defects = Loss of 65% of deduct 10 Defects = Loss of 100% of deduct</p>	<p>Review daily tour reports and Reports of Incidents (ROI). Observation of patrol activities and unannounced surveys.</p>	13%	10%

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PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.2.15 Lock and Unlock Services	Officer shall respond to request for service within 15 minutes of request being made. Officer must check for proper identification and record activity per PSCC directives. Officers shall lock and unlock designated doors and gates within the required time periods.	1% of Transactions <u>Percent Deducted for Defect Rate</u> 2% = Loss of 50% of deduct 3% = Loss of 75% of deduct 4% = Loss of 100% of deduct	Review ROI for areas found unlocked. Monitor requests for unlock services to determine time it took to dispatch officer and time it took for officer to respond. Final evaluation is based on activities at the time.	3%	5%
PWS 7.2.19 Enforce Traffic Regulations and Issue Traffic Citations	Security Officers shall enforce traffic and parking regulations. Traffic citations must be properly completed and printed legibly. Security Officers will investigate traffic accidents. Investigating Officer shall write a detailed and accurate accident report. When required, Security Officers shall direct and control traffic.	5% of Transactions <u>Percent Deducted for Defect Rate</u> 6% = Loss of 50% of deduct 7% = Loss of 75% of deduct 8% = Loss of 100% of deduct	Monitor traffic citations for completeness and accuracy, review traffic citation appeals and all accident reports.	4%	5%
PWS 7.2.23 Security Support for Unique/Special Events	Provide security support for unique events or activities. Involves but not limited to traffic/parking control, crowd control, and personal protection. Officers shall follow current Post Orders, PSCC directives, and event specific directives.	2 Incidents <u>Percent Deducted for Defect Rate</u> 3 Defects = Loss of 30% of deduct 4 Defects = Loss of 60% of deduct 5 Defects = Loss of 85% of deduct 6 Defects = Loss of 100% of deduct	Conduct periodic spot checks. Review weekly reports.	5%	10%

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.2.27.11 Firearms Practical and Judgmental Training	The contractor shall assure that personnel carrying firearms receive sufficient training to safely handle firearms and training in discerning the appropriate use of force. The contractor will provide initial and semi-annual certification which meets or exceeds NASA standards.	0 Incidents <u>Percent Deducted for Defect Rate</u> 1 Defect = Loss of 100% of deduct	Monitor initial certification and recertifications. Monitor training on the judgmental use of firearms.	6%	10%

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
<p>PWS 7.5.1 Operate a Central Security Communications System</p>	<p>The contractor shall operate a 24-hour, 7-day a week central communications system. Personnel answering calls must be capable of handling routine and emergency calls. Personnel answering calls shall take action in accordance with PSCC procedures. Nature of each call and action taken must be entered into blotter and a ROI completed if appropriate. Personnel answering 911 and other emergency calls shall take immediate action in accordance with PSCC procedures. Dispatchers shall be able to utilize the NCIC, MACS, and MEDIS to input/retrieve data. Dispatchers and officers shall utilize proper radio procedures. Alarm systems shall be continuously monitored and CCTV used to visually assess alarms. The PSCC shall respond to system alarms within 2 minutes and 911 calls by the 4th ring.</p>	<p>0 Incidents Emergency 911 Calls <u>Percent Deducted for Defect Rate</u> Emergency/911 Calls 1 Defect = Loss of 100% of deduct - OR - 4 Incidents Non-emergency <u>Percent Deducted for Defect Rate</u> Non-emergency 5 Defects = Loss of 30% of deduct 6 Defects = Loss of 60% of deduct 7 Defects = Loss of 85% of deduct 8 Defects = Loss of 100% of deduct</p>	<p>ROI's, blotter and electronic call records reviewed to verify timely action. Interview of involved individuals. Customer observations.</p>	<p>11%</p>	<p>10%</p>

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.11 Provide All Required Locksmith Services	The locksmith shall make keys, install lock cylinders, repair locks, and set combination locks. Upon receipt of work order from MSFC PSO the locksmith shall complete the work requests within 2 workdays. Upon receipt of work order the Key Control Clerk will issue key (s) within 2 workdays and maintain records of all key transactions. Completion of work order within prescribed time period is contingent upon availability of locks and/or keys and availability of facility support.	2 Incidents <u>Percent Deducted for Defect Rate</u> 3 Defects = Loss of 45% of deduct 4 Defects = Loss of 85% of deduct 5 Defects = Loss of 100% of deduct	Spot check work orders to determine completion date.	4%	5%

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.14 Physical Security and Loss Prevention	<p>Preliminary investigations shall be followed up by a detailed investigation that shall attempt to locate the missing property and/or ascertain responsibility. A detailed investigative report shall be written that provides corrective actions. Investigators shall ensure that stolen property is entered into the NCIC. Investigators shall support incident investigations of actual or suspected crimes and security hazards when so directed.</p> <p>Physical security tasks such as key inventories, audits, briefings, assessments, and found property shall be completed on time with reports that are complete and accurate</p>	<p>2 Incidents</p> <p><u>Percent Deducted for Defect Rate</u> 3 Defects=30% of deduct 4 Defects= 60%of deduct 5 Defects=85% of deduct 6 Defects=100% of deduct</p>	<p>Contractor reports. Review investigative reports. Review physical security reports and audits.</p>	5%	10%
PWS 7.16 Personnel Security Services	<p>Provide personnel security services including document processing, filing, background investigations, risk determinations and other personnel security tasks from the PWS.</p> <p>Provide support to the International Visits Coordinator</p> <p>Provide fingerprinting services</p>	<p>No more than 1% of transactions are inaccurate, incomplete, or erroneous</p> <p>No more than 2 visit coordination actions are inaccurate, incomplete, or erroneous</p> <p>No more than 2% of fingerprints are rejected by the FBI due to technical error by the technician.</p>	<p>Contractor reports, Periodic audits, customer feedback.</p>	5%	10%

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

Required Service	Performance Standard	MADR	Method of Surveillance	Weight	Deduction %
PWS 7.18 Program Security	Assist in areas of counterintelligence, threat analysis and awareness training. Develop, coordinate, and prepare recommendations from detailed risk assessments for designated projects. Conduct inspections and surveys of MEI facilities. Provide support to Michoud Assembly Facility. Operate Sensitive Compartmented Information Facility. Provide support to specified programs for the protection of sensitive technology and information.	2 Incidents <u>Percent Deducted for Defect Rate</u> 3 Defects= Loss of 40% of deduct 5 Defects= Loss of 80% of deduct 6 Defects= Loss of 100% of deduct	Contractor Reports, Customer Comments, and Periodic Inspections	8%	10%

10.0 Procedures and Guidelines

Attachment 4 provides the listing of regulatory and procedural guidelines that the contractor shall follow in accomplishing the requirements of this contract.

11.0 Installation-Provided Property (This list to be updated to reflect current installation provided property)

11.1 Equipment

The Government will provide to the contractor all required property including facilities, office equipment such as desks, chairs, and work benches, and support services such as reproduction, taxi/bus service, janitorial services, security, fire protection, trash disposal, building maintenance, utilities, telephones, and such other institutional type services as may be required. Also, the Government has historically furnished ADP systems support for those functions utilizing such services as defined in the Performance Work Statement. The Government does not, however, provide ADP support for the contractor's administrative requirements such as accounting, payroll, personnel, and other management information systems.

The installation provided equipment listing in Attachment 4 delineates equipment items, which have been historically provided to the contractor and the Government anticipates continuing to provide this equipment (for on-site effort only).

ATTACHMENT 1
PERFORMANCE WORK STATEMENT

12.0 Contractor-Provided Property

12.1 Supplies and Materials

The contractor shall be required to provide all supplies and materials, including personal items such as hard hats, safety shoes, safety glasses, and personalized tools and equipment normally required in performance of this contract.

12.2 Vehicles

Contractor shall provide all required vehicles. The necessity for mobility in all weather conditions and across diverse terrain shall be a consideration when electing the type of vehicle(s) to be provided. The Government does require that the contractor maintain the ability to move items such as stanchions, traffic cones, and other items. The Government will provide all required security equipment, e.g., CCTV cameras and associated hardware, vehicle mounted two-way radios, laptop computers, emergency lights, sirens, spotlights, security marking, and other Government-provided security and communication equipment.

13.0 Indefinite Delivery Indefinite Quantity (ID/IQ) Effort

The contractor shall perform work, travel, or purchase supplies and equipment, which is unpredictable and not currently part of the fixed-price portion of the PWS. While defined within the PWS, this effort requires support of special events defined in clause H.2. In support of these activities, the contractor shall respond to ID/IQ requirements as further defined in Clause B.2 and H.2 of the contract.

In support of Special ID/IQ MAF Emergency Deployment Readiness, the contractor shall maintain a capability to deploy an emergency force of 10 armed security officers, appropriate dispatchers, and appropriate supervisory personnel within 36 hours of notification. The emergency force shall be armed, fully equipped, self sustaining, and prepared to conduct 24/7 security operations for an initial period of 5 days. The Government may direct, or provide, the mode(s) of transportation utilized to deploy. Additional support to MAF for extended periods of time is contingent on the nature of the situation and the ability of MAF security personnel to safeguard the facility.

(Effective: September 1, 2006)

DATA PROCUREMENT DOC.
NO. ISSUE
923 Revision C

H-34723D (GS-07F-0352K)

CONTRACT/RFP

EXHIBIT NUMBER

Attachment 2

ATTACHMENT NUMBER

**Security Services for the Marshall Space Flight
Center**

PROJECT/SYSTEM

DATA PROCUREMENT DOCUMENT

Coastal International Security, Inc

CONTRACTOR

July 12, 2006

DATE

National Aeronautics and
Space Administration

National Aeronautics and Space Administration					DATA PROCUREMENT DOC.	
DOCUMENT CHANGE LOG					NO.	ISSUE
					923	Revision C
INCORPORATED REVISIONS			AS OF:		SUPERSEDING:	PAGE:
OUTSTANDING REVISIONS			07-12-06		02-17-04	
AUTHORITY	PORTION AFFECTED - PAGE NO./NO.				REMARKS	
	INTRO	SGR	DRL	DRD		
Contract Mod 16				923MA-001	Item 15.3b: Changed from "The Weekly Activity Report shall include information on the weekly badge checks and the past weeks activities" to "The Weekly Activity Report shall include information on the past weeks activities including badge checks, as appropriate".	
Contract Mod 17				923MA-004	Item 7: Change to "To identify security patrol activity". Item 15.1: Change to "The Patrol Activity Report shall document security patrol activity". Item 15.3: Change to "The Patrol Activity Report shall include a brief narrative account of each Patrol Officer's security checks, traffic enforcement activity, investigations, alarm responses, incident responses and other activities during a tour of duty".	
Contract Mod 35			X	923CD-002	Deleted DRD	
			X	923MA-005	Deleted DRD	
			X	923MA-008	Added new DRD for "Program Security Plan(s)"	
			X	923MA-009	Added new Security DRD for "Badged Employee and Remote IT User List"	
			X	923MA-010	Added new Security DRD for "Contractor Employee Clearance Document"	
			X	923MA-011	Added new Security DRD for "Position Risk Designation for Non-NASA Employee Form"	
			X	X	Global changes: AD33 to IS10, AD50 to AS50, AD02/QS30/AD10 to AS10/QD50, QS30 to QD50	

National Aeronautics and Space Administration			DATA PROCUREMENT DOC.		
PAGE REVISION LOG			NO.	ISSUE	
			923	Revision C	
NOTE: The current revision is denoted by a vertical line in the outer margin adjacent to the affected text.		AS OF:	SUPERSEDING:		PAGE:
		07-12-06	02-17-04		
INSERT LATEST REVISED PAGES.			DISCARD SUPERSEDED PAGES.		
ITEM	PAGE	STATUS	ITEM	PAGE	STATUS
DPD	All	Revision C			

MSFC - Form 3461-2 (Rev August 1970)

1.0 Subject to the Rights in Data clause, this Data Procurement Document (DPD) sets forth the data requirements in each Data Requirements Description (DRD) and shall govern that data required by the DPD for the contract. The contractor shall furnish data defined by the DRD's listed on the Data Requirements List (DRL) by category of data, attached hereto, and made a part of this DPD. Such data shall be prepared, maintained, and delivered to MSFC in accordance with the requirements set forth within this DPD. In cases where data requirements are covered by a Federal Acquisition Regulation (FAR) or NASA FAR Supplement (NFS) regulation or clause, the regulation will take precedence over the DPD, per FAR 52.215-8.

1.2 Data Requirements Descriptions (DRD's): Each data requirement listed on the DRL is given complete definition by a DRD. The DRD prescribes content, format, maintenance instructions, and submittal requirements. For the purpose of classification and control, DRD's of this DPD are grouped into the following broad functional data categories:

<u>CATEGORY SYMBOL</u>	<u>DESCRIPTION</u>
CD	Contractual Data
MA	Management
QE	Quality
SA	Safety

The symbols representing these data categories form part of the prefix of the DRD identification number. The first numerical characters reflect the DPD number.

1.3 Data Types for Contractual Efforts: The types of data and their contractually applicable requirements for approval and delivery are:

<u>TYPE</u>	<u>DESCRIPTION</u>
-------------	--------------------

- 1 All issues and interim changes to those issues require written approval from the requiring organization before formal release for use or implementation.
- 2 MSFC reserves a time-limited right to disapprove in writing any issues and interim changes to those issues. Data shall be submitted to the procuring activity for review not less than 45 calendar days prior to its release for use or implementation. The contractor shall clearly identify the release target date in the "submitted for review" transmittal. If the contractor has not been notified of any disapproval prior to the release target date, the data shall be considered approved. To be an acceptable delivery, disapproved data shall be revised to remove causes for the disapproval before its release.
- 3 These data shall be delivered by the contractor as required by the contract and do not require MSFC approval. However, to be a satisfactory delivery, the data must satisfy all applicable contractual requirements.

2.0 STATEMENT OF GENERAL REQUIREMENTS

2.1 Applicable Documents: Documents included as applicable documents in this DPD are the issue specified in the Statement of Work, and form a part of the DPD to the extent specified herein. References to documents other than applicable documents in the data requirements of this DPD may sometimes be utilized. These do not constitute a contractual obligation on the contractor. They are to be used only as a possible example or to provide related information to assist the contractor in developing a response to that particular data requirement.

2.2 Printing: All printing, duplicating, or binding shall be in accordance with NFS 1852.208-81, Restrictions on Printing and Duplicating.

- 2.3 Distribution
- 2.3.1 Distribution of required documentation shall be specified in the "Distribution" statement (item 10) of each DRD. Recipient names and email addresses shall be noted on a separate distribution list to be furnished by the Contracting Officer or Contracting Officer's Technical Representative.
- 2.3.2 Electronic submission of data deliverables is preferred. The preferred formats include Microsoft Word, Excel, PowerPoint, or Adobe Acrobat PDF as appropriate. The software versions shall be confirmed prior to submittals.
- 2.4 Contractor's Internal Documents: The contractor's internal documents shall be used to meet the data requirements of this DPD unless a specific format is required by the applicable DRD.
- 2.5 Document Identification: Type 1 and 2 documents published by the contractor and submitted in response to the data requirements of this DPD shall be identified within an organized identification numbering system prescribed to MSFC by the contractor and, if applicable, as approved by MSFC. This number, change legend, date, and title constitute the minimum identification of the specific document and shall appear on the cover and title page. The contract number shall also appear on the cover and title page as separate markings. The originator and organization shall be included on the title page. The document number, change legend, and date shall appear on each page of the document. In the front matter of each document, identify the DPD number and applicable DRD number(s) required for document preparation. Drawings and ECP's are excluded from the marking provisions of this paragraph. All Type 1 documentation, excluding configuration management requirements, will be marked "PRELIMINARY PENDING MSFC APPROVAL," and once approved shall be reissued with "APPROVED BY MSFC" and the date and approval authority annotated on the cover.
- 2.6 Reference to Other Documents in Data Submittals: All referenced documents shall be made readily available to the cognizant MSFC organization upon request. The contractor should make sure that the references are available to MSFC in a manner which does not incur delays in the use of the response document.
- 2.7 Maintenance of Type 1 Document Submittals: Revisions of Type 1 documentation may be accomplished either by individual page revision or by a complete reissue of the document identified. Individual page revisions shall be made as deemed necessary by the contractor or as directed by the Contracting Officer. When complete reissues are made, the entire contents of the document shall be brought up to date and shall incorporate revised pages.
- 3.0 DPD MAINTENANCE PROCEDURES
- 3.1 MSFC-Initiated Change: New and/or revised data requirements will be incorporated by contract modification to which the new or revised portion of the DPD will be appended.
- 3.2 Contractor-Initiated Change: Contractor-proposed data requirements, or proposed changes to existing requirements shall be submitted to MSFC for approval.
- 3.3 DPD Change Procedures: Changes to a contractual issue of this DPD will be identified by placing a heavy vertical line in the right-hand margin extending the entire length of the change. In addition, the numerical control number of the contractual direction authorizing the change shall be placed adjacent to the vertical revision line. These revision identifiers shall be used to reflect the current revision only; any previous symbols on a page will be deleted by the current revision.

- 3.4 DPD Reissues: When conditions warrant, the DPD will be reissued by MSFC and will supersede the existing DPD in its entirety. Reissues will be issued by contractual direction. All revision symbols (vertical lines and contractual direction control numbers) will be removed from all pages; revision dates shall remain in the Date Revised block on DRD's that have been revised. The issue symbol, which will commence with "A" and progress through "Z," will be entered in the DPD identification block of each DRD page of the DPD.

**SECURITY SERVICES FOR THE MARSHALL SPACE FLIGHT CENTER
DATA REQUIREMENTS LIST**

<u>DRD</u>	<u>DATA TYPE</u>	<u>TITLE</u>	<u>OPR</u>
CD - Contract Data 923CD-001	2	Security Plans for Major Applications and General Support Systems	IS10
MA - Management			
923MA-001	3	Progress/Self-Assessment and Activity Reports	AS50
923MA-002	3	Reports of Investigation (ROI)	AS50
923MA-003	3	Report of Incident	AS50
923MA-004	3	Patrol Activity Report	AS50
923MA-006	2	Standard Operating Procedures	AS50
923MA-007	2	Training Plan	AS50
923MA-008	2	Program Security Plan(s)	AS50
923MA-009	3	Badged Employee and Remote IT User Listing	AS50
923MA-010	3	Contractor Employee Clearance Document	AS50
923MA-011	3	Position Risk Designation for Non-NASA Employee Form	AS50
QE - Quality			
923QE-001	1	Quality Control/Assurance Plan	AS50
SA - Safety			
923SA-001	2	On-site Safety and Health Plan	AS10/QD50
923SA-002	3	Mishap and Safety Statistics Reports	QD50

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|-----------------|-------------------|------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923CD-001 |
| 3. DATA TYPE: 2 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. **TITLE:** Security Plans for Major Applications and General Support Systems
7. **DESCRIPTION/USE:** To document risk assessment and safeguards for each Federal major application and general support system.
8. **OPR:** IS10 9. **DM:** AS50
10. **DISTRIBUTION:** IS10, AS50, PS31.
11. **INITIAL SUBMISSION:** 45 days after contract award
12. **SUBMISSION FREQUENCY:** Revise as required by MPG 2810.1
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 1.2
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** A security plan shall be prepared for each Federal major application and general support system utilized in the performance of the contract by contractor and subcontractor personnel. Each security plan will be based on an assessment of risks and document the safeguards necessary to ensure sufficient availability, integrity, and confidentiality.
- 15.2 **APPLICABLE DOCUMENTS:**
 MPG 2810.1 *Security of Information Technology*
- 15.3 **CONTENTS:** Plan contents are defined in MPG 2810.1.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|-----------------|-------------------|------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923MA-001 |
| 3. DATA TYPE: 3 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. **TITLE:** Progress/Self-Assessment and Activity Reports
7. **DESCRIPTION/USE:** To provide NASA with visibility of contract performance and accomplishment compared with planned activities.
8. **OPR:** PS31 9. **DM:** AS50
10. **DISTRIBUTION:** PS31, AS50
11. **INITIAL SUBMISSION:** Monthly Progress/Self Assessment Report: Fifteenth of month following the first month of operation. Weekly Activity Report: Tuesday following completion of first four weeks of contract operation.
12. **SUBMISSION FREQUENCY:** Monthly Progress/Self Assessment Report: Due 15 days after the end of each month; Weekly Activity Report: Weekly; each Tuesday.
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 2.4, 7.2.24
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Progress/Self-Assessment and Activity Reports shall provide NASA with visibility of contract performance and accomplishment compared with planned activities.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:**
- a. The Monthly Progress/Self Assessment Report shall include:
1. Actual and potential problems and progress toward meeting contract requirements.
 2. Discussions of problems including proposed recovery plans and actions to be taken.
 3. Discussions of progress keyed to overall contract objectives.
 4. Discussions of work schedules and actual work performance against the plan and any anticipated impacts.
 5. Data points as reflected in the workload indicators.
 6. Additional data including total extra board hours and total overtime hours utilized.
 7. Supply items purchased.
- b. The Weekly Activity Report shall include information on the past weeks activities including badge checks, as appropriate.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. DPD NO.: 923 ISSUE: Revision C
2. DRD NO.: **923MA-002**
3. DATA TYPE: 3
4. DATE REVISED: 07-12-06
5. PAGE: 1/1
6. TITLE: Reports of Investigation (ROI)
7. DESCRIPTION/USE: To document all circumstances surrounding security matters, criminal incidents, motor vehicle accidents, suspicious activities, and related situations.
8. OPR: AS50 9. DM: AS50
10. DISTRIBUTION: AS50
11. INITIAL SUBMISSION: As required; Preliminary ROI due by start of next workday following day incident is reported
12. SUBMISSION FREQUENCY: As required; Complete ROI to follow up preliminary due upon completion of investigation
13. REMARKS:
14. INTERRELATIONSHIP: PWS paragraph 7.2.21.5
15. DATA PREPARATION INFORMATION:
 - 15.1 **SCOPE:** Reports of Investigation provide specific details, including statements, diagrams, photographs, and drawings pertinent to significant security matters.
 - 15.2 **APPLICABLE DOCUMENTS:** None
 - 15.3 **CONTENTS:** The ROI shall include a complete detailed report with supporting documents, statements, diagrams, and photographs, as appropriate.
 - 15.4 **FORMAT:** Contractor format shall be coordinated with Protective Services Department prior to use.
 - 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.:** 923 **ISSUE:** Revision C
2. **DRD NO.:** **923MA-003**
3. **DATA TYPE:** 3
4. **DATE REVISED:** 07-12-06
5. **PAGE:** 1/1
6. **TITLE:** Report of Incident
7. **DESCRIPTION/USE:** To document security incidents and report factual data pertinent to same.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** AS50, electronic copy
11. **INITIAL SUBMISSION:** As required after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Daily, as occurring
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 7.2.21.5
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** Reports of Incident provide specific details, including statements, diagrams, photographs, and drawings pertinent to significant security incidents.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The contractor shall include a complete detailed report including statements, diagrams, and photographs, as appropriate.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.:** 923 **ISSUE:** Revision C
2. **DRD NO.:** **923MA-004**
3. **DATA TYPE:** 3
4. **DATE REVISED:** 07-12-06
5. **PAGE:** 1/1
6. **TITLE:** Patrol Activity Report
7. **DESCRIPTION/USE:** To identify security patrol activity.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** AS50
11. **INITIAL SUBMISSION:** Daily after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Daily
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 7.2.14
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Patrol Activity Report shall document security patrol activity and supervisory review of that patrol activity.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The Patrol Activity Report shall include a brief narrative account of each Patrol Officer's security checks, traffic enforcement activity, investigations, alarm responses, incident responses and other activities during a tour of duty.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

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|------------------------|-------------------|-------------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923MA-006 |
| 3. DATA TYPE: 2 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. **TITLE:** Standard Operating Procedures
7. **DESCRIPTION/USE:** To provide NASA with duties and responsibilities of security force, dispatchers and Identification and Registration (I&R) personnel.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** AS50, PS31
11. **INITIAL SUBMISSION:** 60 days after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Update as required as duties and responsibility change
13. **REMARKS:** Operating Procedures shall be forwarded to the Manager, Protective Services Department for approval.
14. **INTERRELATIONSHIP:** PWS paragraph 4.12
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The procedures shall address Post Orders, Identification and Registration (I&R), and Protective Service Control Center (PSCC).
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The procedures shall address actual duties, responsibilities, and special instructions specific to a particular post, patrol, or event.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|------------------------|-------------------|-------------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923MA-007 |
| 3. DATA TYPE: 2 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. **TITLE:** Training Plan
7. **DESCRIPTION/USE:** To provide a training plan for Identification and Registration (I&R) personnel, security officers, shift supervisors, and dispatchers.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** AS50, PS31
11. **INITIAL SUBMISSION:** Preliminary with proposal; baselined 30 days after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Update as required
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 7.2.26
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The training plan shall include subject, number of hours per subject, certifications, audience (e.g. I&R Clerks, dispatchers), objectives, and method of instruction.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The training plan shall include the contractor's basic concept for training of all personnel.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|------------------------|--------------------------|-------------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923MA-008 |
| 3. DATA TYPE: 2 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. **TITLE:** Program Security Plan(s)
7. **DESCRIPTION/USE:** To document a security plan for each component of Program Security.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** Per Contracting Officer's letter
11. **INITIAL SUBMISSION:** 45 days after contract award.
12. **SUBMISSION FREQUENCY:** Update as required
13. **REMARKS:** Program Security Plans shall detail the contractor's approach for safeguarding specified MSFC programs. A separate plan is required for each major Program Security component (Sensitive Compartmented Information Facility, Mission Essential Infrastructure, Counter Intelligence, Michoud Assembly Facility, and designated technology/research programs).
14. **INTERRELATIONSHIP:** PWS paragraph 2.9
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Program Security Plans shall document the security risks and mitigations required to insure the MSFC programs are protected from the most likely and known vulnerabilities and threats.
- 15.2 **APPLICABLE DOCUMENTS:**
 NPR 1600.1 *NASA Security Program Procedural Requirements*
- 15.3 **CONTENTS:** The Program Security Plans shall meet the requirements of NPR 1600.1, NASA Security Program Procedural Requirements, and address all contractor processes and procedures for Program protection.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | |
|------------------------|-------------------------------------|
| 1. DPD NO.: 923 | 2. DRD NO.: 923MA-009 |
| 3. DATA TYPE: 3 | 4. DATE REVISED: 07-12-06 |
| | 5. PAGE: 1/1 |
6. **TITLE:** Badged Employee and Remote IT User Listing
7. **DESCRIPTION/USE:** To assist NASA in conducting contractor floor checks and to determine if the employees meet the minimum background investigation requirements.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** Per Contracting Officer's letter. One copy shall go to MSFC Protective Services Office.
11. **INITIAL SUBMISSION:** No later than 10 working days after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Formal update quarterly and email changes as personnel changes occur to distribution. If deemed necessary by the Contracting Officer, the contractor shall submit the list at times other than stated.
13. **REMARKS:** Reference is made to Federal Acquisition Regulation (FAR) Clause, FAR 52.215-2, *Audit and Records--Negotiations* (June 1999), NPR 1600.1, *NASA Security Program Procedural Requirements*.
14. **INTERRELATIONSHIP:** PWS paragraph 2.5
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Badged Employee and Remote IT User Listing shall provide NASA with a list of all MSFC badged contractor employees, as well as, any contractor remote IT users who will have access to the MSFC IT system.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The list shall include the following information for each employee: employee's full name (first and middle names must be birth names), last four digits of the Social Security Number (SSN), date of birth, place of birth, duty position, duty location (building/room number), shift assignment, and supervisor's name. Additionally, if applicable, the type of security background check already completed (NACLC or SSBI) and the date it was completed.
- 15.4 **FORMAT:** Contractor format using Excel Spreadsheet is acceptable.
- 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|---|-------------------|------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923MA-010 |
| 3. DATA TYPE: 3 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
| 6. TITLE: Contractor Employee Clearance Document | | |
| 7. DESCRIPTION/USE: To ensure that badged contractor employees who no longer require Center access properly clear all accounts when the access is no longer needed. | | |
| 8. OPR: AS50 | 9. DM: AS50 | |
| 10. DISTRIBUTION: Per Contracting Officer's letter | | |
| 11. INITIAL SUBMISSION: Immediately when the access is no longer needed. | | |
| 12. SUBMISSION FREQUENCY: As required | | |
| 13. REMARKS: | | |
| 14. INTERRELATIONSHIP: PWS paragraph 2.10 | | |
| 15. DATA PREPARATION INFORMATION: | | |
| 15.1 SCOPE: The Contractor Employee Clearance Document provides verification that all badged employees have properly cleared all accounts when the access is no longer needed. | | |
| 15.2 APPLICABLE DOCUMENTS: None | | |
| 15.3 CONTENTS: The Contractor Employee Clearance Document shall contain all the information required by MSFC Form 383-1. | | |
| 15.4 FORMAT: MSFC Form 383-1, "Contractor Employee Clearance Document". | | |
| 15.5 MAINTENANCE: None required | | |

DATA REQUIREMENTS DESCRIPTION (DRD)

1. **DPD NO.:** 923 **ISSUE:** Revision C
2. **DRD NO.:** **923MA-011**
3. **DATA TYPE:** 3
4. **DATE REVISED:** 07-12-06
5. **PAGE:** 1/1
6. **TITLE:** Position Risk Designation for Non-NASA Employee Form
7. **DESCRIPTION/USE:** To ensure that contractor employees are screened to an appropriate risk determination in accordance with NPR 1600.1, *NASA Security Program Procedural Requirements*, Chapter 4.
8. **OPR:** AS50 9. **DM:** AS50
10. **DISTRIBUTION:** Per Contracting Officer's letter. One copy shall go to MSFC Protective Services Office.
11. **INITIAL SUBMISSION:** No later than 10 working days after Authority to Proceed (ATP)
12. **SUBMISSION FREQUENCY:** Update as personnel or position changes occur.
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 2.11
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The Position Risk Designation for Non-NASA Employee Form provides information necessary to determine the type of investigation required and how closely an individual is screened for a position.
- 15.2 **APPLICABLE DOCUMENTS:**
NPR 1600.1 *NASA Security Program Procedural Requirements*
- 15.3 **CONTENTS:** The Position Risk Designation for Non-NASA Employee Form shall contain all the information required by MSFC Form 4482 in accordance with NPR 1600.1, *NASA Security Program Procedural Requirements*.
- 15.4 **FORMAT:** MSFC Form 4482, "Position Risk Designation for Non-NASA Employee".
- 15.5 **MAINTENANCE:** None required

DATA REQUIREMENTS DESCRIPTION (DRD)

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|-----------------|-------------------|------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923QE-001 |
| 3. DATA TYPE: 1 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/1 |
6. TITLE: Quality Control/Assurance Plan
7. DESCRIPTION/USE: To define the contractor's planned methods for accomplishing the applicable tasks required to satisfy the quality control/assurance plan requirements of this contract.
8. OPR: AS50 9. DM: AS50
10. DISTRIBUTION: AS50, PS31
11. INITIAL SUBMISSION: Preliminary with proposal
12. SUBMISSION FREQUENCY: Baseline 30 days following Authority to Proceed (ATP); update as required
13. REMARKS:
14. INTERRELATIONSHIP: PWS paragraph 3.1
15. DATA PREPARATION INFORMATION:
- 15.1 **SCOPE:** The Quality Control/Assurance Plan shall describe the objectives, implementing policies and procedures, and control systems utilized.
- 15.2 **APPLICABLE DOCUMENTS:** None
- 15.3 **CONTENTS:** The Quality Control/Assurance Plan shall include:
- a. Inspection system covering all services required by this contract.
 - b. Areas to be inspected on either a scheduled or unscheduled basis, how often inspections will be accomplished, and the title of the individual(s) who will perform the inspection.
 - c. Methods for identifying, correcting and preventing defects in the quality of service performed before the level of performance becomes unacceptable.
 - d. Method of documenting and enforcing quality/assurance operations.
- 15.4 **FORMAT:** Contractor format is acceptable.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

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|------------------------|-------------------|-------------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923SA-001 |
| 3. DATA TYPE: 2 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/3 |
6. **TITLE:** On-site Safety and Health Plan
7. **DESCRIPTION/USE:** To provide the contractor and the Government a baseline document for planning, management, control, and implementation of the contractor's industrial/occupational safety, health, and environmental program.
- | | | |
|--------------------------|--------------------|--|
| 8. OPR: AS10/QD50 | 9. DM: AS50 | |
|--------------------------|--------------------|--|
10. **DISTRIBUTION:** AS10, QD50, AS50, PS31
11. **INITIAL SUBMISSION:** Preliminary with proposal
12. **SUBMISSION FREQUENCY:** Ten days after Authority to Proceed (ATP); update as required
13. **REMARKS:**
14. **INTERRELATIONSHIP:** PWS paragraph 2.6, NFS 1852.223-70, *Safety and Health*; FAR 52.223-5, *Pollution Prevention and Right-to-Know Information*; FAR 52.223-10, *Waste Reduction Program*; FAR 52.223-13, *Certification of Toxic Chemical Release Reporting*; and FAR 52.223-14, *Toxic Chemical Release Reporting*
15. **DATA PREPARATION INFORMATION:**
- 15.1 **SCOPE:** The On-site Safety and Health Plan describes the contractor's method of implementing occupational safety, health, and environmental standards over the duration of the contract.
- 15.2 **APPLICABLE DOCUMENTS:** Implementation of the following Occupational Safety and Health Standards and applicable requirements shall be specified in the plan.
- | | |
|---|---|
| 29 CFR 1910 | <i>Department of Labor; Occupational Safety and Health Administration Standards for General Industry</i> |
| 29 CFR 1926 | <i>Department of Labor; Occupational Safety and Health Administration Standards for Construction Industry (if applicable to scope of this contract)</i> |
| 40 CFR | <i>Protection of the Environment</i> |
| ANSI Standards applicable to the scope of this contract | |
| <i>ASME Boiler and Pressure Vessel Code</i> | |
| MPG 8870.1 | <i>MSFC Environmental Management Program</i> |
| MPG 1040.3 | <i>MSFC Emergency Plan</i> |
| MPG 1840.3 | <i>MSFC Hazardous Chemicals in Laboratories Protection Program</i> |
| MPG 1840.1 | <i>MSFC Confined Space Entries</i> |
| MPD 1860.2 | <i>Radiation Safety Program</i> |
| MPG 1810.1 | <i>MSFC Occupational Medicine</i> |
| MPD 1840.3 | <i>MSFC Respiratory Protection Program</i> |
| MPD 1840.2 | <i>MSFC Hearing Conservation Program</i> |
| MPD 1840.1 | <i>MSFC Environmental Health Program</i> |
| MPG 1840.2 | <i>MSFC Hazard Communication Program</i> |
| MPD 1860.1 | <i>Laser Safety</i> |
| MPG 1800.1 | <i>Bloodborne Pathogens</i> |
| MPG 8715.1 | <i>Marshall Safety, Health and Environmental (SHE) Program</i> |

DRD Continuation Sheet

TITLE: On-site Safety and Health Plan

DRD NO.: 923SA-001

DATA TYPE: 2

PAGE: 2/3

15. DATA PREPARATION INFORMATION (CONTINUED):

MPD 8900.1 *Medical Operations Responsibilities for Human Space Flight Programs* (NOTE: This document only applies to Space Station contracts)

NFPA Standards *National Fire Codes*

NPG 8715.3 *NASA Safety Manual*

NASA-STD-8719.11 *Safety Standard for Fire Protection*

15.3 **CONTENTS:** The plan shall describe the manner in which the contractor shall implement the intent of the requirements of the applicable documents as they pertain to the specific statement of work tasks to be performed. The plan shall define the safety, health, and environmental program, objectives and goals, management structure, and detailed description of the total safety program including responsibilities, procedures, reporting, training, compliance methodologies, and interface and coordination activities. The On-site Safety and Health Plan shall include:

- a. Statement of management policy, commitment, and accountability to provide for the safety and health of personnel (i.e., employees, customers, and public) and property and compliance with EPA, OSHA and NASA requirements.
- b. Provision for top-level management monthly safety and health committee meetings.
- c. Descriptions of safety and health awareness and motivation programs, including documented safety meeting requirements, and documented safety awareness training for employees. (Safety meeting statistics documented in the Supervisors Safety Web Page: http://msfcsma3.msfc.nasa.gov/dbwebs/apps/sswp/SSWP_login.taf)
- d. Methods of hazard identification and control, e.g., hazard analysis and risk assessment.
- e. Methods to include clear statements of hazardous situations and necessary cautions in appropriate detail plans, procedures, and other working documents.
- f. Means for training each employee to recognize hazards and avoid accidents, and assuring each employee has a clear understanding of the disciplinary program.
- g. Provisions for training and certification of personnel performing potentially hazardous operations. Job categories under the contracted effort that require certification shall be identified.
- h. Descriptions of OSHA programs that require documented plans (e.g., Personnel Protective Equipment (PPE), Confined Space, and Lockout/Tagout, etc. Include the interrelationships with the MSFC plans.) (Note: only programs applicable to the contract need to be addressed.)
- i. Controls over the procurement, storage, issuance, and use of hazardous substances and procedures for recycling and disposal of hazardous waste.
- j. Method of ensuring a documented emergency management program. Include a list of emergency points of contract. (Note: on-site contractors may use MPG 1040.3.)
- k. Method of reporting and investigating all mishaps and close calls, including an outline of reporting requirements and a description of how root cause analysis is to be accomplished.
- l. Provisions for safety, health, and environmental services such as hazardous waste disposal, industrial hygiene monitoring, emergency medical support, hearing conservation program, and hazard communication.
- m. Requirements for formal safety inspections and correction of deficiencies.
- n. Requirements for documented safety visits (e.g., one per month per supervisor) documented in the Supervisors Safety Web Page.
- o. Means of program evaluation, identifying duties, methods and frequency for internal evaluation of the safety and health program, and identification of personnel who perform evaluations and to whom evaluations are reported and who approves corrective action.
- p. Schedules of the frequency and documentation requirements for inspections, plan and procedure reviews, and certifications.
- q. Provision for suspending work where safety or environmental conditions warrant such action.
- r. Flowdown of safety responsibilities between appropriate tiers (i.e., subcontractors).

DRD Continuation Sheet

TITLE: On-site Safety and Health Plan

DRD NO.: **923SA-001**

DATA TYPE: 2

PAGE: 3/3

15. **DATA PREPARATION INFORMATION (CONTINUED):**

- s. Identification of employees (by type, classification, and qualification) responsible for the implementation of the above elements.
- t. Provisions for compliance with environmental laws and regulations by: reporting hazardous and toxic substance use; implementing green procurements; reducing, reusing, and recycling of hazardous and toxic substances prior to disposal; minimizing stormwater pollution; ensuring equipment and processes permitted by applicable laws; and disposing of solid and liquid materials as permitted by applicable laws.

15.4 **FORMAT:** Contractor format is acceptable.15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

DATA REQUIREMENTS DESCRIPTION (DRD)

- | | | |
|-----------------|-------------------|------------------------------|
| 1. DPD NO.: 923 | ISSUE: Revision C | 2. DRD NO.: 923SA-002 |
| 3. DATA TYPE: 3 | | 4. DATE REVISED: 07-12-06 |
| | | 5. PAGE: 1/2 |
6. TITLE: Mishap and Safety Statistics Reports
7. DESCRIPTION/USE: To provide reporting of mishaps and related information required to produce metrics for MSFC.
8. OPR: QD50 9. DM: AS50
10. DISTRIBUTION: QD50, AS50, PS31
11. INITIAL SUBMISSION:
- a. Type A or B mishaps: Initial notification shall be by telephone immediately. MSFC Form 4370 or by telephone (256-544-4357, select "0", and ask the technician to complete the Mishap Flash Report) shall be submitted within 4 hours of knowledge of Type A and B mishaps.
 - b. Type C, Incident, and Close Call mishaps: Initial notification shall be by MSFC Form 4370 or by telephone (256-544-4357, select "0", and ask the technician to complete the Mishap Flash Report) within 4 hours of knowledge of mishaps that have the potential for lost-time; damage exceeding \$25,000; impacting critical project/program schedule; or gaining public attention in accordance with MWI 8621.1.
 - c. A follow-up mishap report shall be submitted using NASA Form 1627 within 10 days of mishap in accordance with MWI 8621.1.
 - d. MSFC Form 4371 listing the baseline information (e.g., contract number, subcontractors, SIC codes, number of employees, number of supervisors, etc.) shall be submitted by the 10th of each month following contract award.
 - e. Mishap Board Report: After completion of Type A or B mishap investigation.
12. SUBMISSION FREQUENCY:
- a. MSFC Form 4370 - Each occurrence of a mishap.
 - b. NASA Form 1627 - Each occurrence of a mishap. Corrective action status reports are due every 30 days until the final report is submitted.
 - c. MSFC Form 4371 - By the 10th of each month.
 - d. Mishap Board Report - Each occurrence of a Type A or B mishap.
13. REMARKS:
14. INTERRELATIONSHIP: PWS paragraph 2.8
15. DATA PREPARATION INFORMATION:
- 15.1 **SCOPE:** The Mishap and Safety Statistics Reports document all mishaps and close calls as required in NPG 8621.1.
- 15.2 **APPLICABLE DOCUMENTS**
- | | |
|------------|--|
| NPG 8621.1 | <i>NASA Procedures and Guidelines for Mishap Reporting, Investigating, and Recordkeeping</i> |
| MWI 8621.1 | <i>Close Call and Mishap Reporting and Investigation Program</i> |

DRD Continuation Sheet

TITLE: Mishap and Safety Statistics Reports

DRD NO.: **923SA-002**

DATA TYPE: 3

PAGE: 2/2

15. **DATA PREPARATION INFORMATION (CONTINUED):**
- 15.3 **CONTENTS:** The reports shall contain the information required by NPG 8621.1. The contractor shall use the forms listed in 15.4 to report mishaps and related information required to produce the safety metrics.
- 15.4 **FORMAT:** The following formats shall be submitted:
- a. MSFC Form 4370, "MSFC Flash Mishap Report."
 - b. NASA Form 1627, "NASA Mishap Report."
 - c. MSFC Form 4371, "MSFC Contractor Safety Statistics."
 - d. Mishap Board Report using the format provided in NPG 8621.1.
- 15.5 **MAINTENANCE:** Changes shall be incorporated by change page or complete reissue.

ATTACHMENT 3

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

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

William W. Gross Division of
Director Wage Determinations

Wage Determination No.: 1994-2007
Revision No.: 31
Date Of Revision: 05/23/2006

States: **Alabama**, Tennessee

Area: Alabama Counties of Colbert, Franklin, Jackson, Lauderdale, Lawrence,
Limestone, **Madison**, Marion, Marshall, Morgan, Winston
Tennessee Counties of Giles, Lawrence, Lincoln, Moore, Wayne

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support and Clerical Occupations	
01011 - Accounting Clerk I	10.60
01012 - Accounting Clerk II	12.77
01013 - Accounting Clerk III	14.62
01014 - Accounting Clerk IV	16.77
01030 - Court Reporter	17.16
01050 - Dispatcher, Motor Vehicle	15.10
01060 - Document Preparation Clerk	12.47
01070 - Messenger (Courier)	8.14
01090 - Duplicating Machine Operator	12.47
01110 - Film/Tape Librarian	10.72
01115 - General Clerk I	9.11
01116 - General Clerk II	10.25
01117 - General Clerk III	11.18
01118 - General Clerk IV	13.15
01120 - Housing Referral Assistant	17.51
01131 - Key Entry Operator I	10.29
01132 - Key Entry Operator II	12.26
01191 - Order Clerk I	10.22
01192 - Order Clerk II	13.88
01261 - Personnel Assistant (Employment) I	10.10
01262 - Personnel Assistant (Employment) II	13.31
01263 - Personnel Assistant (Employment) III	14.87
01264 - Personnel Assistant (Employment) IV	16.10
01270 - Production Control Clerk	16.82
01290 - Rental Clerk	10.72
01300 - Scheduler, Maintenance	15.32
01311 - Secretary I	15.32
01312 - Secretary II	17.16
01313 - Secretary III	19.14
01314 - Secretary IV	21.27
01315 - Secretary V	23.54
01320 - Service Order Dispatcher	12.80
01341 - Stenographer I	13.51
01342 - Stenographer II	15.32
01400 - Supply Technician	21.27
01420 - Survey Worker (Interviewer)	16.43

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ATTACHMENT 3

01460 - Switchboard Operator-Receptionist	10.37
01510 - Test Examiner	17.16
01520 - Test Proctor	17.16
01531 - Travel Clerk I	9.37
01532 - Travel Clerk II	9.92
01533 - Travel Clerk III	10.58
01611 - Word Processor I	12.27
01612 - Word Processor II	13.77
01613 - Word Processor III	15.39
03000 - Automatic Data Processing Occupations	
03010 - Computer Data Librarian	13.06
03041 - Computer Operator I	13.22
03042 - Computer Operator II	17.17
03043 - Computer Operator III	18.39
03044 - Computer Operator IV	23.48
03045 - Computer Operator V	26.39
03071 - Computer Programmer I (1)	19.93
03072 - Computer Programmer II (1)	23.89
03073 - Computer Programmer III (1)	27.62
03074 - Computer Programmer IV (1)	27.62
03101 - Computer Systems Analyst I (1)	27.62
03102 - Computer Systems Analyst II (1)	27.62
03103 - Computer Systems Analyst III (1)	27.62
03160 - Peripheral Equipment Operator	13.22
05000 - Automotive Service Occupations	
05005 - Automotive Body Repairer, Fiberglass	17.50
05010 - Automotive Glass Installer	15.94
05040 - Automotive Worker	15.94
05070 - Electrician, Automotive	16.73
05100 - Mobile Equipment Servicer	14.45
05130 - Motor Equipment Metal Mechanic	17.50
05160 - Motor Equipment Metal Worker	15.94
05190 - Motor Vehicle Mechanic	15.98
05220 - Motor Vehicle Mechanic Helper	12.52
05250 - Motor Vehicle Upholstery Worker	15.22
05280 - Motor Vehicle Wrecker	15.94
05310 - Painter, Automotive	15.28
05340 - Radiator Repair Specialist	15.94
05370 - Tire Repairer	12.75
05400 - Transmission Repair Specialist	17.50
07000 - Food Preparation and Service Occupations	
(not set) - Food Service Worker	8.09
07010 - Baker	10.84
07041 - Cook I	9.14
07042 - Cook II	10.27
07070 - Dishwasher	7.57
07130 - Meat Cutter	12.41
07250 - Waiter/Waitress	6.82
09000 - Furniture Maintenance and Repair Occupations	
09010 - Electrostatic Spray Painter	17.56
09040 - Furniture Handler	13.94
09070 - Furniture Refinisher	17.56
09100 - Furniture Refinisher Helper	14.41
09110 - Furniture Repairer, Minor	15.98
09130 - Upholsterer	17.56
11030 - General Services and Support Occupations	
11030 - Cleaner, Vehicles	8.16
11060 - Elevator Operator	8.06
11090 - Gardener	12.11

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ATTACHMENT 3

11121 - House Keeping Aid I	7.13
11122 - House Keeping Aid II	8.62
11150 - Janitor	8.06
11210 - Laborer, Grounds Maintenance	10.00
11240 - Maid or Houseman	6.63
11270 - Pest Controller	12.10
11300 - Refuse Collector	10.21
11330 - Tractor Operator	12.08
11360 - Window Cleaner	8.24
12000 - Health Occupations	
12020 - Dental Assistant	13.87
12040 - Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	14.33
12071 - Licensed Practical Nurse I	12.46
12072 - Licensed Practical Nurse II	14.00
12073 - Licensed Practical Nurse III	15.68
12100 - Medical Assistant	9.81
12130 - Medical Laboratory Technician	13.21
12160 - Medical Record Clerk	11.28
12190 - Medical Record Technician	13.60
12221 - Nursing Assistant I	8.09
12222 - Nursing Assistant II	9.09
12223 - Nursing Assistant III	9.92
12224 - Nursing Assistant IV	11.13
12250 - Pharmacy Technician	12.24
12280 - Phlebotomist	11.89
12311 - Registered Nurse I	19.83
12312 - Registered Nurse II	24.27
12313 - Registered Nurse II, Specialist	24.27
12314 - Registered Nurse III	29.36
12315 - Registered Nurse III, Anesthetist	29.36
12316 - Registered Nurse IV	35.18
13000 - Information and Arts Occupations	
13002 - Audiovisual Librarian	21.15
13011 - Exhibits Specialist I	17.77
13012 - Exhibits Specialist II	21.76
13013 - Exhibits Specialist III	26.45
13041 - Illustrator I	17.77
13042 - Illustrator II	21.76
13043 - Illustrator III	26.45
13047 - Librarian	20.75
13050 - Library Technician	14.67
13071 - Photographer I	13.58
13072 - Photographer II	15.68
13073 - Photographer III	18.78
13074 - Photographer IV	22.96
13075 - Photographer V	27.87
15000 - Laundry, Dry Cleaning, Pressing and Related Occupations	
15010 - Assembler	7.13
15030 - Counter Attendant	7.13
15040 - Dry Cleaner	8.95
15070 - Finisher, Flatwork, Machine	7.13
15090 - Presser, Hand	7.13
15100 - Presser, Machine, Drycleaning	7.13
15130 - Presser, Machine, Shirts	7.13
15160 - Presser, Machine, Wearing Apparel, Laundry	7.51
15190 - Sewing Machine Operator	9.46
15220 - Tailor	9.89
15250 - Washer, Machine	7.73

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ATTACHMENT 3

19000 - Machine Tool Operation and Repair Occupations	
19010 - Machine-Tool Operator (Toolroom)	19.44
19040 - Tool and Die Maker	23.71
21000 - Material Handling and Packing Occupations	
21010 - Fuel Distribution System Operator	16.80
21020 - Material Coordinator	16.82
21030 - Material Expediter	16.82
21040 - Material Handling Laborer	10.29
21050 - Order Filler	10.87
21071 - Forklift Operator	14.82
21080 - Production Line Worker (Food Processing)	12.73
21100 - Shipping/Receiving Clerk	12.72
21130 - Shipping Packer	12.72
21140 - Store Worker I	10.15
21150 - Stock Clerk (Shelf Stocker; Store Worker II)	13.77
21210 - Tools and Parts Attendant	14.82
21400 - Warehouse Specialist	14.00
23000 - Mechanics and Maintenance and Repair Occupations	
23010 - Aircraft Mechanic	22.24
23040 - Aircraft Mechanic Helper	17.44
23050 - Aircraft Quality Control Inspector	24.45
23060 - Aircraft Servicer	19.34
23070 - Aircraft Worker	20.27
23100 - Appliance Mechanic	18.04
23120 - Bicycle Repairer	14.66
23125 - Cable Splicer	19.76
23130 - Carpenter, Maintenance	17.56
23140 - Carpet Layer	17.29
23160 - Electrician, Maintenance	22.67
23181 - Electronics Technician, Maintenance I	16.30
23182 - Electronics Technician, Maintenance II	25.55
23183 - Electronics Technician, Maintenance III	26.62
23260 - Fabric Worker	16.54
23290 - Fire Alarm System Mechanic	18.79
23310 - Fire Extinguisher Repairer	15.72
23340 - Fuel Distribution System Mechanic	18.79
23370 - General Maintenance Worker	16.43
23400 - Heating, Refrigeration and Air Conditioning Mechanic	18.38
23430 - Heavy Equipment Mechanic	18.38
23440 - Heavy Equipment Operator	17.87
23460 - Instrument Mechanic	18.79
23470 - Laborer	10.30
23500 - Locksmith	18.04
23530 - Machinery Maintenance Mechanic	23.32
23550 - Machinist, Maintenance	16.92
23580 - Maintenance Trades Helper	14.41
23640 - Millwright	18.79
23700 - Office Appliance Repairer	18.04
23740 - Painter, Aircraft	17.56
23760 - Painter, Maintenance	17.56
23790 - Pipefitter, Maintenance	18.59
23800 - Plumber, Maintenance	17.76
23820 - Pneudraulic Systems Mechanic	18.79
23850 - Rigger	18.79
23870 - Scale Mechanic	17.29
23890 - Sheet-Metal Worker, Maintenance	18.38
23910 - Small Engine Mechanic	16.75
23930 - Telecommunication Mechanic I	18.38
23931 - Telecommunication Mechanic II	20.21

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23950 - Telephone Lineman	18.38
23960 - Welder, Combination, Maintenance	18.38
23965 - Well Driller	18.79
23970 - Woodcraft Worker	18.79
23980 - Woodworker	16.43
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	7.07
24580 - Child Care Center Clerk	8.83
24600 - Chore Aid	6.95
24630 - Homemaker	11.20
25000 - Plant and System Operation Occupations	
25010 - Boiler Tender	18.86
25040 - Sewage Plant Operator	17.87
25070 - Stationary Engineer	18.86
25190 - Ventilation Equipment Tender	14.85
25210 - Water Treatment Plant Operator	17.56
27000 - Protective Service Occupations	
(not set) - Police Officer	16.91
27004 - Alarm Monitor	11.83
27006 - Corrections Officer	14.08
27010 - Court Security Officer	14.49
27040 - Detention Officer	14.08
27070 - Firefighter	11.64
27101 - Guard I	9.95
27102 - Guard II	12.55
28000 - Stevedoring/Longshoremen Occupations	
28010 - Blocker and Bracer	15.78
28020 - Hatch Tender	15.78
28030 - Line Handler	15.78
28040 - Stevedore I	12.83
28050 - Stevedore II	15.54
29000 - Technical Occupations	
21150 - Graphic Artist	19.60
29010 - Air Traffic Control Specialist, Center (2)	31.69
29011 - Air Traffic Control Specialist, Station (2)	21.85
29012 - Air Traffic Control Specialist, Terminal (2)	24.07
29023 - Archeological Technician I	15.69
29024 - Archeological Technician II	17.56
29025 - Archeological Technician III	21.76
29030 - Cartographic Technician	22.32
29035 - Computer Based Training (CBT) Specialist/ Instructor	30.38
29040 - Civil Engineering Technician	20.75
29061 - Drafter I	13.99
29062 - Drafter II	15.69
29063 - Drafter III	17.77
29064 - Drafter IV	21.76
29081 - Engineering Technician I	12.79
29082 - Engineering Technician II	15.89
29083 - Engineering Technician III	19.09
29084 - Engineering Technician IV	26.34
29085 - Engineering Technician V	30.74
29086 - Engineering Technician VI	37.17
29090 - Environmental Technician	20.17
29100 - Flight Simulator/Instructor (Pilot)	30.38
29160 - Instructor	20.67
29210 - Laboratory Technician	16.70
29240 - Mathematical Technician	23.77
29361 - Paralegal/Legal Assistant I	14.55
29362 - Paralegal/Legal Assistant II	18.40

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29363 - Paralegal/Legal Assistant III	22.45
29364 - Paralegal/Legal Assistant IV	27.17
29390 - Photooptics Technician	22.75
29480 - Technical Writer	23.07
29491 - Unexploded Ordnance (UXO) Technician I	20.14
29492 - Unexploded Ordnance (UXO) Technician II	24.37
29493 - Unexploded Ordnance (UXO) Technician III	29.21
29494 - Unexploded (UXO) Safety Escort	20.14
29495 - Unexploded (UXO) Sweep Personnel	20.14
29620 - Weather Observer, Senior (3)	18.79
29621 - Weather Observer, Combined Upper Air and Surface Programs (3)	18.39
29622 - Weather Observer, Upper Air (3)	18.39
31000 - Transportation/ Mobile Equipment Operation Occupations	
31030 - Bus Driver	12.67
31260 - Parking and Lot Attendant	8.86
31290 - Shuttle Bus Driver	11.97
31300 - Taxi Driver	9.91
31361 - Truckdriver, Light Truck	12.67
31362 - Truckdriver, Medium Truck	15.61
31363 - Truckdriver, Heavy Truck	16.26
31364 - Truckdriver, Tractor-Trailer	16.26
99000 - Miscellaneous Occupations	
99020 - Animal Caretaker	7.48
99030 - Cashier	8.30
99041 - Carnival Equipment Operator	8.93
99042 - Carnival Equipment Repairer	9.38
99043 - Carnival Worker	7.40
99050 - Desk Clerk	6.90
99095 - Embalmer	20.14
99300 - Lifeguard	10.58
99310 - Mortician	20.14
99350 - Park Attendant (Aide)	13.29
99400 - Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	10.58
99500 - Recreation Specialist	11.14
99510 - Recycling Worker	12.22
99610 - Sales Clerk	10.08
99620 - School Crossing Guard (Crosswalk Attendant)	9.47
99630 - Sport Official	10.58
99658 - Survey Party Chief (Chief of Party)	13.77
99659 - Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	11.61
99660 - Surveying Aide	8.48
99690 - Swimming Pool Operator	12.94
99720 - Vending Machine Attendant	11.29
99730 - Vending Machine Repairer	12.94
99740 - Vending Machine Repairer Helper	11.29

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.01 per hour or \$120.40 per week or \$521.73 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

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

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 2) **APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL:** An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.
- 3) **WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY:** If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** HAZARDOUS PAY DIFFERENTIAL ****

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

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

NOTE: These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by

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laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The relevant CBA section) in the collective bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

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

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es)

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of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. (See Section 4.6 (C)(vi)) When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

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

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

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REVISED PROCEDURAL AND REGULATORY GUIDELINES

The latest edition of the following regulatory and procedural guidance will be followed in accomplishing the requirements of this contract. Other applicable regulations and procedures will be compiled with as set forth in the proposed contract schedule. This listing is not all-inclusive and is not intended to relieve the contractor of his responsibilities for identification of other applicable regulations and procedures and compliance therewith, while performing work on site as MSFC

NAME	TITLE
EO 12356	National Security Information
OMB No.A-130	Management of Federal Information Services
MPR 1600.1C	MSFC Security Procedures and Guidelines
MPR 1551.1E	Mail Management and Distribution
NPG 1600.2d	Security Procedures and Guidelines
NPD 4200.1	Equipment Management
MWI 4220.1b	Space Utilization, Communication, Furniture, Relocation and Special Event Services
MPR 1040.3j	MSFC Emergency Plan
MWI 8715.11F	Fire Safety Program
MWI 1700.2c	Systems Safety Program
MWI 1700.3C	NASA Safety Reporting System Corrective Action Process
MPD 2210.1M	Documentation Input and Output of the MSFC Documentation Repository
NPD 2810.1b	Security of Information Technology
MPR 2810.1c	Security of Information Technology
MPR 2500.1c	Marshall Telecommunications Services
MMI 6530.1E	Aviation Accident Plan and Investigation
MPR 6700.1	Motor Vehicle & Motor Pool Operations
MPR 4000.2a	Property Management
MPD 1800.1B	MSFC Smoking Policy
18 U.S.C 922	Lautenberg Amendment-Gun Control Act of 1968
DOD 5200.1R	Information Security Regulation
DOD 5220.22A	National Industrial Security Program Operating Manual

The below listed publications are available for review as referenced materials to aid bidders in preparing their proposals. Copies may be obtained at the MSFC Documentation Repository

Protective
Services Control Center
Instructions (PSCC)
Post Orders

All Current Instruction

All Current Post Orders

ATTACHMENT 6
 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

000000534273	BICERD	CIS	4200	G42	ODIN COMPUTER SEAT	ODIN ASSET
000617151	JOHNSRD	CIS	4312	106	ODIN COMPUTER SEAT	ODIN ASSET
000617170	SIMPSDK	CIS	4654	113	ODIN COMPUTER SEAT	ODIN ASSET
000619387		CIS	4200	220D	ODIN COMPUTER SEAT	ODIN ASSET
000620421	BLOHMDR	CIS	4200	G42	ODIN COMPUTER SEAT	ODIN ASSET
000620773	WOOTEDR	CIS	4312	112	ODIN COMPUTER SEAT	ODIN ASSET
000633175	HATCHJR	CIS	4654	115	ODIN COMPUTER SEAT	ODIN ASSET
000633182	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
000633183	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
000633305	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
000637015	ROBLEJL	CIS	4200	228	ODIN COMPUTER SEAT	ODIN ASSET
000637021	JOHNSRD	CIS	4312	107	ODIN COMPUTER SEAT	ODIN ASSET
000637028	JAYNESD	CIS	4627	3	ODIN COMPUTER SEAT	ODIN ASSET
000637029	JORDAKA	CIS	4200	224	ODIN COMPUTER SEAT	ODIN ASSET
000637576	MASSESJ	CIS	4200	227	ODIN COMPUTER SEAT	ODIN ASSET
000638441	FURGEPJ	CIS	4200	227	ODIN COMPUTER SEAT	ODIN ASSET
000638554	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
000638563	ADAMSMJ	CIS	4312	100B	ODIN COMPUTER SEAT	ODIN ASSET
000639816	SYKESBJ	CIS	INTG600	LOBBY	ODIN COMPUTER SEAT	ODIN ASSET
000640253	BENSONM	CIS	4200	226	ODIN COMPUTER SEAT	ODIN ASSET
000640255	WILSOJ2	CIS	4200	220I	ODIN COMPUTER SEAT	ODIN ASSET
000640269	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
000640270	WISSMSN	CIS	4312	114C	ODIN COMPUTER SEAT	ODIN ASSET
000640289	HALLCW	CIS	4627	103	ODIN COMPUTER SEAT	ODIN ASSET
000642596	BROGICA	CIS	4200	228	ODIN COMPUTER SEAT	ODIN ASSET
000644904	GARDNJW	CIS	4312	104	ODIN COMPUTER SEAT	ODIN ASSET
000646289	COBBKA	CIS	4249	109	ODIN COMPUTER SEAT	ODIN ASSET
000646291	COBBKA	CIS	4312	100	ODIN COMPUTER SEAT	ODIN ASSET
TEMP00000050	BLOHMDR	CIS	4203	B304	ODIN COMPUTER SEAT	ODIN ASSET
000833350	SMYTHCD	CIS	4627	1	ODIN COMPUTER SEAT	ODIN ASSET
000836081	HALLCW	CIS	4627	2	ODIN COMPUTER SEAT	ODIN ASSET
000836904	JORDAKA	CIS	4200	224	ODIN COMPUTER SEAT	ODIN ASSET
000802898	WILSOJ2	CIS	4200	228	ODIN COMPUTER SEAT	ODIN ASSET
000803860	ADAMSMJ	CIS	4312	100B	ODIN COMPUTER SEAT	ODIN ASSET
000803887	KIKERRW	CIS	4627	101	ODIN COMPUTER SEAT	ODIN ASSET
000000533237	JAYNESD	CIS	4627	105	ODIN COMPUTER SEAT	ODIN ASSET
000000503034	WOOTEDR	CIS	4312	112	SCANNER	HEWLETT PACKARD

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000000520887	WOOTEDR	CIS	4312	112	FLAT PANEL MONITOR	DELL
000000533138	BLOHMDR	CIS	4200	G42	FLAT PANEL MONITOR	DELL
000000533287	FURGEPI	CIS	4200	227	FLAT PANEL MONITOR	DELL
000000533292	JORDAKA	CIS	4200	224	FLAT PANEL MONITOR	DELL
000000533293	BENSONM	CIS	4200	226	FLAT PANEL MONITOR	DELL
000000533295	HATCHJR	CIS	4654	115	FLAT PANEL MONITOR	DELL
000000533505	KIKERRW	CIS	4627	101	DOCKING STATION	DELL
000000533626	KIKERRW	CIS	4627	101	MONITOR	DELL
000000533890	WOOTEDR	CIS	4312	112	PRINTER	HEWLETT PACKARD
000710070	SIMPSDK	CIS	4654	113	FLAT PANEL MONITOR	DELL
000712787	JOHNSRD	CIS	4312	106	MONITOR	DELL
000713317	JOHNSRD	CIS	4312	106	FLAT PANEL MONITOR	DELL
000736681	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000737119	SMYTHCD	CIS	4627	1	FLAT PANEL MONITOR	HEWLETT PACKARD
000737317	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000737318	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000737522	ADAMSMJ	CIS	4312	100B	FLAT PANEL MONITOR	HEWLETT PACKARD
000737615	JOHNSRD	CIS	4312	107	FLAT PANEL MONITOR	HEWLETT PACKARD
000737622	JAYNESD	CIS	4627	3	FLAT PANEL MONITOR	HEWLETT PACKARD
000740182	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000741495	SYKESBJ	CIS	INTG600	LOBBY	FLAT PANEL MONITOR	HEWLETT PACKARD
000741960	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000741961	WISSMSN	CIS	4312	114C	FLAT PANEL MONITOR	HEWLETT PACKARD
000741980	HALLCW	CIS	4627	103	FLAT PANEL MONITOR	HEWLETT PACKARD
000744583	BLOHMDR	CIS	4203	B304A	FLAT PANEL MONITOR	HEWLETT PACKARD
000745989	GARDNJW	CIS	4312	104	FLAT PANEL MONITOR	HEWLETT PACKARD
000747800	COBBKA	CIS	4249	109	FLAT PANEL MONITOR	HEWLETT PACKARD
000747802	COBBKA	CIS	4312	100	FLAT PANEL MONITOR	HEWLETT PACKARD
000802929	WILSOJ2	CIS	4200	228	DOCKING STATION	DELL
000832947	SMYTHCD	CIS	4627	1	DOCKING STATION	HEWLETT PACKARD
000838602	BLOHMDR	CIS	4203	B304A	ODIN COMPUTER SEAT	HEWLETT PACKARD
000838896	BLOHMDR	CIS	4203	B304A	ODIN COMPUTER SEAT	ODIN ASSET

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 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

Building/Room	Item description	Item Serial No.	User
4312/100	T.V. SONY	MON/857	Kathy Cobb
4312/100	Card slot punch	N/A	Kathy Cobb
4312/100	Shredder 4100X	JC 62025	Kathy Cobb
4312/104	T.V. SONY	MON/858	Jay Gardner
4312/106	T.V. Zenith	091-6440911	Robert Johnston
4312/106	Canon Digital Camera	8227307466	Robert Johnston
4312/106	Canon Digital Camera	8227307461	Robert Johnston
4312/107	Binoculars--2 pair	N/A	Robert Johnston
4312/109	Motorola 6 unit charging stand--7ea.	N/A	Robert Johnston
4312/109	Dell Flat Screen Computer Monitor--7ea.	N/A	Robert Johnston
4312/109	Kustom HR-12 Radar gun	AA-10174	Robert Johnston
4312/109	Kustom HR-12 Radar gun	AA-10738	Robert Johnston
4312/109	Bridger gun safe	N/A	Robert Johnston
4312/112	T.V. SONY	MON/859	Dennis Wooten
4312/114	Lexmark T522 Laser Printer	990DG2G	Kathy Cobb
4312/114B	T.V. SONY	MON/860	Dennis Wooten
4627/100	Manitowac Ice machine	N/A	Cheryl Smythe
4627/100	Pitney Bowes Fax machine	N/A	Cheryl Smythe
4312/114D	Glock sight repair tools	N/A	Charles Roe
4627	Weapon instructor kit bags	N/A	Cheryl Smythe
4312/106	Battery analyzer with three pockets	N/A	Robert Johnston
4312/114D	Key cominator (cutter)	N/A	Charles Roe
4312/114D	Combination Kit	N/A	Charles Roe
4312/114D	Letter Dies (punch kit)	N/A	Charles Roe
4312/114D	Number Dies (punch kit)	N/A	Charles Roe
4312/114D	Mortise cylinder wrench	N/A	Charles Roe
4312/114D	Mortise Cylinder assembly tool	N/A	Charles Roe
4608	Homelite weed eater	AH1431036	Cheryl Smythe
4608	Craftsman riding mower	351091373	Cheryl Smythe
Intergraph	HP 7310 All-in-one Printer	MY51SJ81P6	Jeffrey Cassell
4627/109	Sony SLV-D550P DVD/VCR combo	208707	Carmen Hall
4312/100	HP Scanjet 4370	CN57EA236T	Kathy Cobb

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 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

4312/100	HP Scanjet 4370	CN57EA236A	Kathy Cobb
4312/109	Pitney Bowes Fax machine	3409541	Robert Johnston
4312/109	Panasonic VCR	J9KN01373	Robert Johnston
4627	75 Autolock 22" Monadnock Expandable Batons		Cheryl Smythe
4312	LED Patrol Light Bars 9ea		Dennis Wooten
4627	20 Crown Folding Mats		Cheryl Smythe
4627	1 Redman Weapon Defense Suit		Cheryl Smythe
4627	2 Redman Weapon Defense Suit Instructor Model		Cheryl Smythe
4627	2 Redman Weapon Defense Suit Student Model		Cheryl Smythe
4627	1 Redman Weapon Defense Suit Student Model/Accessories		Cheryl Smythe
4627	4 ea Simunition FX8000 Protective Mask, Vest, & Collar		Cheryl Smythe
4312	78 Uncle Mike's Holsters		Troy Mitchell
4312	73 Uncle Mike's Mag Pouch		Troy Mitchell
4627	207 High Capacity Mag Clips		Cheryl Smythe
4312/114A	101 Smith & Warren Badge Shields		Troy Mitchell
4627	62 Handcuffs with cases		Cheryl Smythe
4312/109	Speed Limit Display		Dennis Wooten
Intg 600	Fellowes, Schredder		William Rose
4627	Bunn Coffee Pot		Cheryl Smythe
4627	Kenmore Refrigerator 18 cu.ft.		Cheryl Smythe
4627	Sharp Microwave		Cheryl Smythe
4627	115 Training Videos		Cheryl Smythe
4627	Modular Mailroom Training Kit - 15 pieces w/bag		Cheryl Smythe
Pistol Range	Brass Buggy		Cheryl Smythe
4627	6 Training Baton Bags		Cheryl Smythe
4312	10 Unication Pagers		Dennis Wooten
4312	8 Whelen LED Lightbar		Dennis Wooten
4627	6 millennium respirators -w- C2A1 cartridges		SRT members
4627	6 Ballistic eye protection Wiley-X SG-1		SRT members
4627	6 Safariland SLS Holster with M-3 light configuration		SRT members
4627	6 Blackwater emergency medical kit		SRT members
4627	6 Streamlight M3-X tactical light for Glock 23		SRT members
4627	1 RBR entry shield, large, level IIIa with view port		Cheryl Smythe

ATTACHMENT 6
INSTALLATION-PROVIDED PROPERTY
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4627	6 RBR Combat mark III Kevlar Helmets level III		SRT members
4627	1 Blackhawk dynamic entry tool pack		Cheryl Smythe
4627	6 RBR tactical assault vest -w- level IV ceramic plates		SRT members

ATTACHMENT 6
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 (Effective: September 1, 2006)

Equipment Asset #	UserID	Employer	Building	Room	MAMS Description
1665512	SMYTHCD	CIS	4627	103	CAMERA, RECORDING, VIDEO
1665898	WILSOJ2	CIS	4200	228	RECEIVER, GLOBAL POSITIONING S
1666276	JOHNSRD	CIS	4312	109	DISPLAY UNIT
1666277	JOHNSRD	CIS	4312	BSMT	PRINTER, ADP
1666278	JOHNSRD	CIS	4200	B101A	PRINTER, ADP
1666279		CIS	320	191	PRINTER, ADP
1666281	JOHNSRD	CIS	4312	B4	FILESERVER
1666384	SMYTHCD	CIS	4627	HYBAY	LENS, VIDEO PROJECTOR
1666385	SMYTHCD	CIS	4627	HYBAY	LENS, VIDEO PROJECTOR
1666528	WOOTEDR	CIS	4312	109	RECEIVER-TRANSMITTER, RADIO
1666529	WOOTEDR	CIS	4312	109	RECEIVER-TRANSMITTER, RADIO
1666571		CIS	320	1STFL	FILESERVER
1666572		CIS	320	1STFL	ARRAY, STORAGE
1666579		CIS	320	1STFL	FILESERVER
1666580		CIS	320	1STFL	FILESERVER
1666583		CIS	320	1STFL	FILESERVER
1962601	JAYNESD	CIS	4627	105	OPTICAL READER, DATA ENTRY
2014300	WOOTEDR	CIS	4312	109	DISPLAY, PLASMA
2014486	BLOHMDR	CIS	4203	B304	PROJECTOR, VIDEO
2017567	COBBKA	CIS	4312	100	DISPLAY UNIT
2129507	SMYTHCD	CIS	4627	105	PROJECTOR, VIDEO
2130085	BLOHMDR	CIS	4203	B304	DISPLAY UNIT
2130129	BLOHMDR	CIS	4203	B304	COMPUTER, MICRO, LAPTOP
2130497	BLOHMDR	CIS	4203	B304	PRINTER, ADP
2130562	BLOHMDR	CIS	4203	B304	COMPUTER, MICRO
2131469	WOOTEDR	CIS	4312	116	DISPLAY, PLASMA
2131627	COBBKA	CIS	4312	100	PRINTER, CARD
2194387	COBBKA	CIS	4312	100	DISPLAY UNIT
2194388	COBBKA	CIS	4312	100	COMPUTER, MICRO
2194389	COBBKA	CIS	4312	100	CAMERA, DIGITAL
2194390	COBBKA	CIS	4312	100	PRINTER, ID CARD
2197709	SMYTHCD	CIS	4627	108	CAMERA, THERMAL IMAGER
2197710	SMYTHCD	CIS	4627	108	CAMERA, THERMAL IMAGER
2199074	COBBKA	CIS	4312	100A	MONITOR, TELEVISION
2199075	SYKESBJ	CIS	INTG600	LOBBY	MONITOR, TELEVISION
2199459	SMYTHCD	CIS	4627	RANGE	COMPRESSOR UNIT

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2199505		CIS	320	GTWAY	BREWER, COFFEE
2200067	HALLCW	CIS	4249	104C	RECORDER, DIGITAL, VIDEO
2200262	HALLCW	CIS	4627	103	DISK DRIVE UNIT
2529262	WOOTEDR	CIS	4312	109	RECEIVER-TRANSMITTER, RADIO
2530764	WOOTEDR	CIS	4312	VEHIC	VIDEO SYSTEM, MOBILE
2530796	WOOTEDR	CIS	4312	VEHIC	VIDEO SYSTEM, MOBILE
2531097	WOOTEDR	CIS	4312	109	RECEIVER-TRANSMITTER, RADIO
2536149	WOOTEDR	CIS	4312	112	RECEIVER, GLOBAL POSITIONING
2536903	COBBKA	CIS	4312	100	CAMERA, CCD
3026477		CIS	320	GTWAY	MONITOR, TELEVISION
3026498		CIS	320	1STFL	ARRAY, STORAGE
3050379	BLOHMDR	CIS	4203	B304	PRINTER, ADP
3050906	COBBKA	CIS	4312	114	DISPLAY UNIT
3050907	COBBKA	CIS	4312	114	SCANNER, FINGERPRINT IDENTIFIE
3050908	COBBKA	CIS	4312	114	COMPUTER, MICRO
3051181	JOHNSRD	CIS	4312	B4	CABINET, TELEPHONE SWITCH
3051297	SMYTHCD	CIS	4627	104	PROJECTOR, VIDEO
3051301	JOHNSRD	CIS	4312	B4	TRANSPORT, MAGNETIC TAPE
3051302	JOHNSRD	CIS	4312	B4	COMPUTER, MICRO
3051303	JOHNSRD	CIS	4312	109	COMPUTER, MICRO
3051304	JOHNSRD	CIS	4312	109	COMPUTER, MICRO
3051305	JOHNSRD	CIS	4312	109	COMPUTER, MICRO
3051377	SMYTHCD	CIS	4312	106	MONITOR, TELEVISION
3051433	SMYTHCD	CIS	4627	107	MONITOR, TELEVISION
3051438	SMYTHCD	CIS	4627	100	MONITOR, TELEVISION
3051486		CIS	320	GTWAY	PRINTER, ADP
3051487	JOHNSRD	CIS	4312	B4	PRINTER, ADP
3051521	SMYTHCD	CIS	4627	102	PROJECTOR, VIDEO
3051522	SMYTHCD	CIS	4627	107	PROJECTOR, VIDEO
3051525	SMYTHCD	CIS	4627	104	PROJECTOR, VIDEO
3052579	BICERD	CIS	4200	G42	SHREDDER MACHINE
3053692		CIS	INTG600	461C	RECORDER-REPRODUCER, VIDEO
3053694	WOOTEDR	CIS	4312	116	RECORDER-REPRODUCER, VIDEO
3053697	HALLCW	CIS	4627	103	RECORDER-REPRODUCER, VIDEO
3053758	CANTWDK	CIS	4200	220D	PRINTER, ADP
3054173	WOOTEDR	CIS	4312	V1580	SHREDDER MACHINE, TRUCK
G029666	SMYTHCD	CIS	4312	OUTSI	TRUCK MULTISTOP DELIVERY

ATTACHMENT 6
 INSTALLATION-PROVIDED PROPERTY
 (Effective:September 1, 2006)

Mfg
SONY CORP OF AMERICA
GARMIN
DELL COMPUTER CORP
KEY
KEY
KEY
DELL COMPUTER CORP
SONY CORP
SONY CORP
MOTOROLA COMMUNICATIONS GROUP
MOTOROLA COMMUNICATIONS GROUP
DELL COMPUTER CORP
HEWLETT-PACKARD CO
PANASONIC
SONY CORP OF AMERICA
SONY CORP OF AMERICA
IN FOCUS INC
NEC
APPLE COMPUTER INC
HEWLETT-PACKARD CO
COMPAQ COMPUTER CORP
PANASONIC
FARGO ELECTRONICS INC
DELL COMPUTER CORP
DELL COMPUTER CORP
VELBON INTERNATIONAL CORP
FARGO ELECTRONICS INC
CADET
CADET
SHARP BROS INC
SHARP BROS INC
WESTWARD

ATTACHMENT 6
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BUNN
SONY CORP OF AMERICA
LACIE LTD
MOTOROLA COMMUNICATIONS GROUP
MOBLIE VISION
MOBLIE VISION
MOTOROLA COMMUNICATIONS GROUP
GARMIN
LENEL SYSTEMS INTERNATIONAL INC.
MAGNAVOX ELECTRONIC SYSTEMS CO
DELL COMPUTER CORP
HEWLETT-PACKARD CO
SAMSUNG
IDENTIX PUBLIC SECTOR
ANTEC INC
AVAYA
SONY CORP OF AMERICA
SEAGATE
DELL COMPUTER CORP
SONY CORP OF AMERICA
SONY CORP OF AMERICA
PANASONIC
KEY
KEY
SONY CORP OF AMERICA
SONY CORP OF AMERICA
SONY CORP OF AMERICA
SECURITY ENGINEERED MACHINERY
PANASONIC
PANASONIC
PANASONIC
HEWLETT-PACKARD CO
JAY BEE MFG CO F-JOSEPH E F
GENERAL MOTORS CORP

ATTACHMENT 6
 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

No.	Make	Model	Caliber	Serial #	NEMS #	Issued To	Date Received		Re-Iss'd Date
1	Benjamin Air Rifle	342	22 cal	158745	1776699	Kiker / Smythe	09/03/02-10/8/04	Armory	12/16/2005
1	H/K	G-33	223	11317	1662769	Nichols	3/18/2005	Armory	12/16/2005
2	H/K	G-33	223	11316	812610	Patillio	10/20/2004	Armory	12/16/2005
3	H/K	G-33	223	11318	812612		5/8/2005	Armory	12/16/2005
4	H/K	G-33	223	11320	812614	Jayne	6/1/2005	Armory	12/16/2005
5	H/K	G-33	223	11319	812613	Jones	10/20/2004	Armory	12/16/2005
Shotguns									
1	Rem	11--87	Auto	543417	1662764	Nichols	3/18/2005	JC'S	12/15/2005
2	Rem	11--87	Auto	541649	1662766	Patillio	10/20/2004		
3	Rem	11--87	Auto	543410	1662763	Jayne	6/1/2005	Armory	12/16/2005
4	Rem	11--87	Auto	547834	1662765		5/8/2005	JC'S	12/15/2005
5	Rem	11--87	Auto	547790	1662782	Jones	10/20/2004		
Rifle Auto .223									
1	H/K	G-36-K	Auto	84-004557	1661350	Nichols	12/10/2005		
2	H/K	G-36-K	Auto	84-004558	1661347	Patillio	12/10/2005		
3	H/K	G-36-K	Auto	84-004559	1661343	Jones	12/10/2005		
4	H/K	G-36-K	Auto	84-004560	1661344	Jayne	12/10/2005		
5	H/K	G-36-K	Auto	84-004563	1661351	Army-safe	12/10/2005		
6	H/K	G-36-K	Auto	84-004564	1661338		12/10/2005		
Submachine 9mm									
1	H/K	MP5A3	Auto	C324559	1661532	Smythe	12/10/2005		
2	H/K	MP5A3	Auto	C325032	1661531	Wilson	12/10/2005		
3	H/K	MP5A3	Auto	C325039	1661533	Jayne	12/10/2005		
4	H/K	MP5A3	Auto	C325034	1661535		12/10/2005		
Armalite									
1	AK	15A4	Semi	US108479	1623167				
2	AK	15A4	Semi	US108713	1623168				
3	AK	15A4	Semi	US108519	1623169				
4	AK	15A4	Semi	US108563	1623170				

ATTACHMENT 6
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5	AK	15A4	Semi	US108686	1623171				
6	AK	15A4	Semi	US108480	1623172				
7	AK	15A4	Semi	US108518					
8	AK	15A4	Semi	US108559					

ATTACHMENT 6
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User Name	ECN	Serial	Item Name	Bldg
Cheryl Smythe	0490111	ADH7274	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490112	ABH2230	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490113	ADH7389	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490114	ADH7679	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490115	ADH6929	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490116	ADH7614	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490118	ADH7488	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490119	ADH7657	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	0490120	ADH6806	REVOLVER, CALIBER .357 MAGNUM	MS-4627
Cheryl Smythe	3053505	563504	REVOLVER 38 CAL	MS-4627
Cheryl Smythe	2194314	C581925	REVOLVER	MS-4627
Cheryl Smythe	3052220	FUW688	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052221	FUW689	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052222	FUW755	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052223	FUW756	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052224	FUW757	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052225	FUW758	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052226	FUW759	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052227	FUW760	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052228	FUW761	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052229	FUW762	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052230	FUW763	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052231	FUW764	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052232	FUW765	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052233	FUW766	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052234	FUW767	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052235	FUW768	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052236	FUW769	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052237	FUW770	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052238	FUW771	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052240	FUW773	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052241	FUW774	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052242	FUW775	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052243	FUW776	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052244	FUW777	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052245	FUW778	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627

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Cheryl Smythe	3052246	FUW779	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052247	FUW780	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052248	FUW781	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052249	FUW782	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052250	FUW783	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052251	FUW784	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052252	FUW785	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052253	FUW786	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052254	FUW787	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052255	FUW788	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052256	FUW789	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052257	FUW790	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052258	FUW791	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052259	FUW792	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052260	FUW793	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052261	FUW794	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052262	FUW795	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052263	FUW796	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052264	FUW797	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052265	FUW798	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052266	FUW799	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052267	FUW811	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052268	FUW812	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052269	FUW813	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052270	FUW814	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052271	FUW815	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052272	FUW816	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052273	FUW817	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052274	FUW818	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052275	FUW819	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052276	FUW820	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052277	FUW821	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052278	FUW822	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052279	FUW823	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052280	FUW824	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052281	FUW825	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052282	FUW826	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627

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Cheryl Smythe	3052283	FUW827	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052284	FUW828	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052285	FUW829	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052286	FUW830	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052287	FUW831	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052288	FUW832	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052534	FXU832	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4203
Cheryl Smythe	3052535	FXU833	PISTOL, .40CAL, SEMIAUTOMATIC	Intg-600
Cheryl Smythe	3052536	FXU834	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052537	FXU835	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627
Cheryl Smythe	3052538	FXU836	PISTOL, .40CAL, SEMIAUTOMATIC	MS-4627

ATTACHMENT 6
 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

Radio Accountability

Name	ECN#	Serial Number	Location	Remarks
Jay Gardner	1633117	326CCY2226	Rm 104	
Dennis Wooten	1633114	326CCY2227	Rm 112	
Ron Kiker	1633116	326CCY2228	4627 Rm 101	
Michael Noe	1633112	326CCY2220	Intergraph 600	
Cheryl Smythe	1633130	326CCY2216	4627 Rm 101	
Carmen Hall	1633113	326CCY2221	4627 Rm 102	
Charles Roe	1633123	326CCY2211	RM 114D	
Shawn Jayne	1633109	326CCY2222	4627 RM 103	
Robert Johnston	1633119	326CCY2218	RM 106	
John Kinch	1633111	326CCY2219	RM 107	
Gerard Sansone	1633118	326CCY2217	RM 107	
Del Goekler	1633120	326CCY2223	RM 107	
Chris Moore	1633115	326CCY2225	RM 107	
Luis Ortiz	1633110	326CCY2224	RM 107	
Dennis Wooten	1268253	500ASY0000	RM 109	
Dennis Wooten	1268256	500ASY0006	RM 109	
Dennis Wooten	1285255	466ATY2548	RM 109	
Patrol	1633147	326CCY2193	RM 109	
Patrol	1633122	326CCY2209	RM 109	
Patrol	1633139	326CCY2181	RM 109	
Patrol	1633121	326CCY2208	RM 109	
Patrol	1633127	326CCY2210	RM 109	
Patrol	1633136	326CCY2186	RM 109	
Patrol	1633148	326CCY2184	RM 109	
Patrol	1633133	326CCY2197	RM 109	
Patrol	1666528	326CCY2198	RM 109	Retagged from 1633138
Patrol	1666529	326CCY2179	RM 109	Retagged from 1633135
Patrol	1633141	326CCY2192	RM 109	
Patrol	1633143	326CCY2188	RM 109	
Patrol	1633149	326CCY2196	RM 109	
Patrol	1633144	326CCY2194	RM 109	

ATTACHMENT 6
 INSTALLATION-PROVIDED PROPERTY
 (Effective: September 1, 2006)

Patrol	1633142	326CCY2190	Huntsville Radio	
Patrol	1633131	326CCY2191	RM 109	
Patrol	1633145	326CCY2187	RM 109	
Patrol	2531097	326CCY2185	RM 109	Retagged form 1633132
Patrol	1633137	326CCY2189	RM 109	
Patrol	1633140	326CCY2182	RM 109	
Patrol	1633146	326CCY2195	RM 109	
Patrol	1633150	326CCY2180	RM 109	
Patrol	1633134	326CCY2183	RM 109	
Patrol	1633128	326CCY2207	RM 109	
Patrol	1633125	326CCY2214	RM 109	
HEMSI	1633129	326CCY2213	Bldg 4249	Brenda Bradford
HEMSI	1633126	326CCY2212	Bldg 4249	Brenda Bradford
EOC	1633124	326CCY2215	Bldg 4202 Rm B101A	Cathy Miller

ATTACHMENT 6
INSTALLATION-PROVIDED PROPERTY
(Effective: September 1, 2006)

VIDEO SYSTEM, MOBILE CONTROL SHEET

NUMBER	NEMS	SERIAL NO.	LOCATION
1	3026459	FB004111	Vehicle 101
2	2530796	FB004108	Vehicle 102
3	3026455	FB004106	Vehicle 103
4	3026462	FB004116	Vehicle 104
5	3026461	FB004113	Vehicle 105
6	3026458	FB004110	Vehicle 106
7	3026463	FB004127	Vehicle 107
8	2530764	FB004404	Vehicle 108
9	3026457	FB004109	Vehicle 109
10	3026456	FB004107	Vehicle 110

Turned in 3026460 FB004112 System was defective and replaced by FB004404
Retagged 3026454 FB004108 System original tag was replaced with 2530796

ATTACHMENT 6
INSTALLATION-PROVIDED PROPERTY
(Effective:September 1, 2006)

AED CONTROL SHEET

NUMBER	NEMS	SERIAL NO.	LOCATION
1	3052075	31440420	Patrol 101
2	3052077	31440423	Patrol 102
3	3052079	31440425	Patrol 103
4	3052074	31440419	Patrol 104
5	3052076	31440422	Patrol 105
6	3052078	31440424	Patrol 106
7	3052696	32055109	Patrol 107
8	3052700	32055115	Patrol 108
9	3052698	32055117	Patrol 109
10	3052699	32055098	Patrol 110
11	3052697	32055108	Bldg 4627

DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION

(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)

1. CLEARANCE AND SAFEGUARDING

a. FACILITY CLEARANCE REQUIRED

TOP SECRET

b. LEVEL OF SAFEGUARDING REQUIRED

Secret

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

<input type="checkbox"/>	a. PRIME CONTRACT NUMBER	
<input type="checkbox"/>	b. SUBCONTRACT NUMBER	
<input type="checkbox"/>	c. SOLICITATION OR OTHER NUMBER NNM06141761Q	DUE DATE (YYMMDD)

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

<input type="checkbox"/>	a. ORIGINAL (Complete date in all cases)	DATE (YYMMDD)
<input type="checkbox"/>	b. REVISED (Supersedes all previous specs)	Revision No. DATE (YYMMDD)
<input type="checkbox"/>	c. FINAL (Complete Item 5 in all cases)	DATE (YYMMDD)

4. THIS IS A FOLLOW-ON CONTRACT? YES NO. If Yes, complete the following:

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

5. IS THIS A FINAL DD FORM 254? YES NO. If Yes, complete the following:

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

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

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)

8. ACTUAL PERFORMANCE

a. LOCATION NASA, Marshall Space Flight Center, Huntsville, AL 35812	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code) NASA, Marshall Space Flight Center, Huntsville, AL 35812 Attention: AS50
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9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

Security Services for Marshall Space Flight Center and Component Facilities

10. THIS CONTRACT WILL REQUIRE ACCESS TO:	YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION:	<input type="checkbox"/>	<input type="checkbox"/>	e. PERFORM SERVICES ONLY	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(1) Sensitive Compartmented information (SCI)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(2) Non-SCI	<input type="checkbox"/>	<input type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g. NATO INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION	<input type="checkbox"/>	<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION	<input checked="" type="checkbox"/>	<input type="checkbox"/>	l. OTHER (Specify)	<input type="checkbox"/>	<input type="checkbox"/>
k. OTHER (Specify) Sensitive but Unclassified	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

12. **PUBLIC RELEASE.** Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the NISPOM or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release

Direct Through (Specify):

NONE

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. **SECURITY GUIDANCE.** The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

All classification guidance on this contract shall be provided by NASA.

Program security support will be provided in the areas of technology security and protection, counterintelligence, mission essential infrastructure, and operation of a Sensitive Compartmented Information (SCI) Facility. Access to SCI will be limited to contractor employees requiring access in order to perform within the scope of the contract and only after verification of the appropriate level security clearance. Any SCI material furnished to the contractor will be returned to the direct custody of the agency having cognizance unless other disposition instructions have been issued. The Contracting Officer's Technical Representative (COTR) will verify and approve requests for all SCI clearances. Need to know verification for employees classified visits to SCI facilities shall be obtained from the MSFC Program Security Manager.

Performance will be at Marshall Space Flight Center and its component facilities.

Security clearances shall be kept to the level necessary for contract completion.

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to NISPOM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide any appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

Yes No

See Block 13

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

Yes No

Inspections for COMSEC will be conducted by MSFC and the National Security Agency as required.

16. **CERTIFICATION AND SIGNATURE.** Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

Owen Johnson

b. TITLE

Manager, Protective Services Office
Marshall Space Flight Center

c. TELEPHONE (Include Area Code)

256-544-4539

d. ADDRESS (Include Zip Code)

e. SIGNATURE

17. **REQUIRED DISTRIBUTION**

- a. CONTRACTOR
- b. SUBCONTRACTOR
- c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- e. ADMINISTRATIVE CONTRACTING OFFICER
- f. OTHERS AS NECESSARY NASA HQ Security Officer

ATTACHMENT 8

**ID/IQ SCHEDULE OF FULLY BURDENED NOT-TO-EXCEED (NTE)
LABOR RATES (\$/Hr)**

AND

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

The contractor shall not exceed the fully burdened labor rates specified below for pricing all Task Orders contemplated or issued in accordance with Clause 17a, Task Ordering Procedures. These fully burdened labor rates shall be inclusive of all direct labor, fringes, labor overhead, G&A, and any other indirect labor burdens, and profit;

September 1, 2006 to May 31, 2007

LABOR CATEGORY	RATE
Project Manager	\$55.00
Operations Manager	\$54.33
Physical Security Specialist	\$38.43
Personnel Security Clerk	\$22.89
Project Administrator Assistant	\$26.01
Identification and Registration Security Clerk I	\$20.24
Identification and Registration Security Clerk II	\$22.88
International Visits Coordinator	\$28.48
Security Officer II (Specialist)	\$21.49
Security Supervisor (Sergeant)	\$24.35
Security Supervisor (Lieutenant)	\$28.54
Communication & Dispatch Officer	\$24.07
Program Security Specialist I	\$40.61
Program Security Specialist II	\$47.16
Program Security Specialist III (Manager)	\$53.81
Locksmith	\$28.29

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

September 1, 2006 to May 31, 2007

ODC Element	Rate
Travel	4%
Training	4%
Materials	4%
Subcontracts	4%
Other (SPECIFY)	0%

June 1, 2007 to August 31, 2007

LABOR CATEGORY	RATE
Project Manager	\$56.65
Operations Manager	\$54.27
Physical Security Specialist	\$38.60
Personnel Security Clerk	\$22.86
Project Administrator Assistant	\$25.62
Identification and Registration Security Clerk I	\$20.13
Identification and Registration Security Clerk II	\$22.80
International Visits Coordinator	\$28.06
Security Officer II (Specialist)	\$21.53
Security Supervisor (Sergeant)	\$24.47
Security Supervisor (Lieutenant)	\$28.67
Communication & Dispatch Officer	\$24.02
Program Security Specialist I	\$41.04
Program Security Specialist II	\$47.00
Program Security Specialist III (Manager)	\$53.74
Locksmith	\$28.19

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

June 1, 2007 to August 31, 2007

ODC Element	Rate
Travel	4%
Training	4%
Materials	4%
Subcontracts	4%
Other (SPECIFY)	0%

September 1, 2007 to November 30, 2007

LABOR CATEGORY	RATE
Project Manager	\$56.65
Operations Manager	\$54.27
Physical Security Specialist	\$38.60
Personnel Security Clerk	\$22.86
Project Administrator Assistant	\$25.62
Identification and Registration Security Clerk I	\$20.13
Identification and Registration Security Clerk II	\$22.80
International Visits Coordinator	\$28.06
Security Officer II (Specialist)	\$21.53
Security Supervisor (Sergeant)	\$24.47
Security Supervisor (Lieutenant)	\$28.67
Communication & Dispatch Officer	\$24.02
Program Security Specialist I	\$41.04
Program Security Specialist II	\$47.00
Program Security Specialist III (Manager)	\$53.74
Locksmith	\$28.19

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

September 1, 2007 to November 30, 2007

ODC Element	Rate
Travel	4%
Training	4%
Materials	4%
Subcontracts	4%
Other (SPECIFY)	0%

December 1, 2007 to February 28, 2008

LABOR CATEGORY	RATE
Project Manager	\$56.83
Operations Manager	\$54.44
Physical Security Specialist	\$39.03
Personnel Security Clerk	\$23.56
Project Administrator Assistant	\$25.73
Identification and Registration Security Clerk I	\$20.13
Identification and Registration Security Clerk II	\$22.80
International Visits Coordinator	\$28.17
Security Officer II (Specialist)	\$21.53
Security Supervisor (Sergeant)	\$24.85
Security Supervisor (Lieutenant)	\$29.12
Communication & Dispatch Officer	\$24.40
Program Security Specialist I	\$41.20
Program Security Specialist II	\$47.17
Program Security Specialist III (Manager)	\$53.98
Locksmith	\$28.33

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

December 1, 2007 to February 28, 2008

ODC Element	Rate
Travel	4%
Training	4%
Materials	4%
Subcontracts	4%
Other (SPECIFY)	0%

March 1, 2008 to May 31, 2008

LABOR CATEGORY	RATE
Project Manager	\$56.83
Operations Manager	\$54.44
Physical Security Specialist	\$39.03
Personnel Security Clerk	\$23.56
Project Administrator Assistant	\$25.73
Identification and Registration Security Clerk I	\$20.13
Identification and Registration Security Clerk II	\$22.80
International Visits Coordinator	\$28.17
Security Officer II (Specialist)	\$21.53
Security Supervisor (Sergeant)	\$24.85
Security Supervisor (Lieutenant)	\$29.12
Communication & Dispatch Officer	\$24.40
Program Security Specialist I	\$41.20
Program Security Specialist II	\$47.17
Program Security Specialist III (Manager)	\$53.98
Locksmith	\$28.33

OTHER DIRECT COST NOT-TO-EXCEED BURDEN RATES

March 1, 2008 to May 31, 2008

ODC Element	Rate
Travel	4%
Training	4%
Materials	4%
Subcontracts	4%
Other (SPECIFY)	0%