

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES 1 2
2. AMENDMENT/MODIFICATION NO. 000008	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO. See Schedule	5. PROJECT NO. (If applicable)
6. ISSUED BY NASA/Marshall Space Flight Center Office of Procurement Rita R. James rita.r.james@nasa.gov Marshall Space Flight Center AL 35812	CODE MSFC	7. ADMINISTERED BY (If other than Item 6) NASA/Marshall Space Flight Center Marshall Space Flight Center AL 35812	CODE MSFC
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AL RAZAQ COMPUTING SERVICES 6001 SAVOY DR STE 505 HOUSTON TX 77036-3365		(x)	9A. AMENDMENT OF SOLICITATION NO.
CODE 035U7			9B. DATED (SEE ITEM 11)
FACILITY CODE		x	10A. MODIFICATION OF CONTRACT/ORDER NO. NNM11AA30C
			10B. DATED (SEE ITEM 13) 04/01/2011

**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 ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

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

CHECK ONE	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 (Specify type of modification and authority) FAR 52.217-9 Option to Extend the Terms of the Contract (Mar 2000)

**E. IMPORTANT:** Contractor  is not.  is required to sign this document and return 2 copies to the issuing office.

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

This modification provides for;

a) Exercise Contract Option 3 (Yr 4) from May 1, 2014 through April 30, 2015 in the amount of \$20,000,000; thereby increasing the current contract value from \$59,000,000 to \$79,000,000; revise Section J, Attachment J-9, entitled: "Wage Determination," to incorporate Wage Determination No. 2005-2007 Revision No.: 17, State of Alabama and Tennessee, dated June 19, 2013, and Wage Determination No. 2005-2233 Revision No.: 16, State of Louisiana, dated June 19, 2013.

b) This modification also updates MSFC clause 52.223-90 Asbestos Material (DEC 2013), updates MSFC clause 52.223-94 Safety Performance Evaluation, Evaluation Criteria, and Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A 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) Ketela K Helton	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED

**SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS**

**B.1 SUPPLIES AND/OR SERVICES TO BE PROVIDED**

(a) The Contractor shall provide all resources (except as may be expressly stated in the contract as furnished by the Government) necessary to deliver and/or perform the items below in accordance with the Description/Specifications/Performance Work Statement incorporated in Attachment J-1, Performance Work Statement (PWS), Acquisition and Business Support Services (ABSS).

(b) This is a performance-based, Firm-Fixed-Price (FFP), Indefinite Delivery/Indefinite Quantity (IDIQ) type contract. Work will be authorized in accordance with Clause H.2, Task Ordering Procedure, and Attachment J-14, IDIQ Task Order Process via issuance of Task Order(s) by the Contracting Officer (CO) which will be incorporated into Attachment J-5, Task Order (TO) Summary, by contract modification.

(c) 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. Cumulative Total Potential Contract Value is inclusive of training and travel estimated costs of \$140,000 per year.

	<b>Minimum Quantity</b>	<b>Maximum Quantity</b>	<b>Cumulative Total Potential Contract Value</b>	
<b>Contract Periods</b>	<b>Est. Price</b>	<b>Est. Price</b>		
<b>Base Year (Yr 1)</b>	\$1,000,000	\$19,000,000	\$19,000,000	Base
<b>Option 1 (Yr 2)</b>	\$1,000,000	\$20,000,000	\$39,000,000	Exercised Mod 4
<b>Option 2 (Yr 3)</b>	\$1,000,000	\$20,000,000	\$59,000,000	Exercised Mod 6
<b>Option 3 (Yr 4)</b>	\$1,000,000	\$20,000,000	\$79,000,000	Exercised Mod 8
<b>Option 4 (Yr 5)</b>	\$1,000,000	\$20,000,000	\$99,000,000	

(d) Government orders for services in quantities specified above the minimum and below the maximum shall not constitute a basis for price adjustments.

(e) The award of this IDIQ contract does not inhibit the Government’s right to later award separate contracts for similar or related services.

(f) The Government has estimated travel and training cost for the base period and each option period. Profit will not be paid for travel and training expenses, only the accepted travel and training overhead rate as set forth in Attachment J-4 will be applied to these costs. Travel and training cost shall be invoiced based on allowable cost incurred as defined in the Federal Travel Regulations (FTR) and the overhead rate set forth in Attachment J-4.

**SECTION F - DELIVERIES OR PERFORMANCE**

**F.1 LISTING OF CLAUSES INCORPORATED BY REFERENCE**

I. Federal Acquisition Regulations (48 CFR Chapter 1) Clauses

<u>Clause Number</u>	<u>Title</u>	<u>Date</u>
52.242-15	Stop-Work Order	AUG 1989

II. NASA FAR Supplement (48 CFR Chapter 18) Clauses

<u>Clause Number</u>	<u>Title</u>	<u>Date</u>
None Included by Reference		

(End of clause)

**F.2 PERIOD OF PERFORMANCE**

The base period of performance of this contract will be May 1, 2011, through April 30, 2012. The phase-in purchase order period will be March 11, 2011, through April 30, 2011.

In the event the Government elects to exercise its option(s) pursuant to the terms of this contract (ref. Clause I.16, Option to Extend the Term of the Contract), the period of performance for each option will be as set forth below:

<u>Option Periods</u>	<u>Period of Performance</u>
Option 1	May 1, 2012 through April 30, 2013 Exercised
Option 2	May 1, 2013 through April 30, 2014 Exercised
Option 3	May 1, 2014 through April 30, 2015 Exercised
Option 4	May 1, 2015 through April 30, 2016

(End of clause)

**F.3 PLACE OF PERFORMANCE**

The Contractor shall provide Acquisition and Business Support Services (ABSS) onsite at Marshall Space Flight Center (MSFC), Alabama; Michoud Assembly Facility (MAF), Louisiana; NASA Enterprise Application Competency Center (NEACC), Alabama; National Space Science Technology Center (NSSTC), Alabama and other locations as may be approved in writing by the Contracting Officer.

(End of clause)

- (b) When any holiday falls on a Saturday, the preceding Friday is observed. When any holiday falls on a Sunday, the following Monday is observed. Observance of such days by Government personnel shall not by its self be cause for an additional period of performance or entitlement of compensation except as set forth within the contract.
- (c) When the NASA installation grants administrative leave to its Government employees (e.g., as a result of inclement weather, potentially hazardous conditions, or other special circumstances), Contractor personnel working on-site should also be dismissed. However, the contractor shall provide sufficient on-site personnel to perform round-the-clock requirements of critical work already in process, unless otherwise instructed by the Contracting Officer or authorized representative.
- (d) Whenever administrative leave is granted to Contractor personnel pursuant to paragraph (c) of this clause, it shall be without loss to the Contractor.

(End of clause)

#### **H.9 MSFC 52.223-90 ASBESTOS MATERIAL (DECEMBER 2013)**

During performance of this contract, Contractor personnel performing work in MSFC buildings may come in contact with materials containing asbestos. MSFC Buildings 4200, 4201, 4202, 4663 and 4666 are of special concern since they are known to contain a sprayed on fire insulation on or above the ceiling, usually located on the metal or concrete structure of the buildings. These buildings and all other MSFC buildings may contain asbestos in floor tile, pipe and lagging insulation, exterior siding, roofing felt, and many other building materials. Prior to disturbing suspected asbestos material in any manner, shall notify MSFC's Environmental Engineering and Occupational Health Services, Office for guidance. Contractor shall be responsible for ensuring that all Contractor personnel working onsite are made aware of and comply with this clause.

(End of clause)

#### **H.10 HAZARDOUS MATERIAL REPORTING**

- (a) If during the performance of this contract, the Contractor transports or accepts delivery of 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 Marshall Space Flight Center, the hazardous material shall be processed through MSFC Central Receiving to be bar-coded for inventory. Chemical containers shall be managed in accordance with the provisions of MWI 8550.5, Chemical Management. 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 clauses regarding hazardous materials, which may be contained in the order.

(End of clause)

**H.11 RESERVED**

(End of clause)

**H.12 LIMITATION OF FUTURE CONTRACTING**

Performance of this contract involves (1) participation in all phases of the acquisition process (i.e., from acquisition planning through closeout of the contract) at MSFC, (2) access to and use of highly sensitive information belonging to both the Government and third parties and (3) analysis and document preparation in support of the Government's decision-making processes. Thus, to avoid any conflict of interest related to unequal access to information, biased ground rules, and/or impaired objectivity with respect to future contracting opportunities, the Contractor or any subcontractor (including any affiliate as defined in FAR 2.101) under this contract shall not perform nor assist with the performance of any other contract/agreement under the cognizance of MSFC during the performance of this contract.

(End of clause)

**H.13 MSFC 52.223-94 SAFETY PERFORMANCE EVALUATION, EVALUATION CRITERIA, AND PERFORMANCE RECOGNITION (NOVEMBER 2013)**

**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 Safety, Health and Environment (SHE) Plan and applicable Data Requirement Documents (DRD) are met. Contractor safety performance evaluation will be based on the MSFC safety and health program elements identified in MPR 8715.1, MSFC Safety, Health and Environmental (SHE) Program. The Contractor shall conduct an annual self-evaluation of their safety and health program based on these criteria. The Contractor shall submit an annual self-evaluation to the Contracting Officer (CO) no later than 30 days after each anniversary of the contract. The CO/Contracting Officer Technical Representative (COTR), in coordination with the MSFC Industrial Safety Branch, will validate the Contractor's self-evaluation.

Annually, the agreed score will be used to assess the Contractor's safety and health performance appropriately—positive or negative.

For the purpose of validating the annual score, the Contractor and the CO/COTR, in coordination with the MSFC Industrial Safety Branch, will reach a mutually agreeable determination based on the metrics reflected in the Attachment 1 of this clause. 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 CO from taking immediate action for any serious, willful, blatant, or continued violations of MSFC safety, health and environmental policy or procedures.

**2. EVALUATION CRITERIA.** Contractor self-evaluation and Government validation will be based on the applicable elements and sub-elements of the MSFC safety and health 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 HAZARD PREVENTION AND CONTROL**

(ELEMENT 1)	(ELEMENT 3)
Management and Employee Involvement	Hazard Prevention and Control
Management Commitment	Hazard Elimination and Control Process (Engineering/Administrative/Safety Devices/Work Practices/Personal Protective Equipment)
Documented Safety Policy and Goals	Preventative Maintenance for Facility and Equipment
Employee Involvement/Engagement	Emergency Preparedness and Drills
Safety Committees	Emergency Medical Care Program
Safety Meetings	Hazard Control Programs
Subcontractor Safety	Occupational Health Program
Resources	Tracking Hazard Correction
Accountability	Access to Professional Safety Staff
Annual Safety and Health Program Evaluation	Disciplinary Program

<b>(ELEMENT 2)</b>	<b>(ELEMENT 4)</b>
<b>Worksite Hazard Analysis</b>	<b>Safety and Health Training</b>
Baseline Surveys and Analyses for the Worksite	Employee Knowledge of Hazards in the Workplace, Recognize Hazards, Signs and Symptoms of Workplace-Related Illnesses, and Safe Work Procedures
Perform Analysis Of New Work and When Significant Changes Occur	Supervisor and Managers Understand Their Safety and Health Responsibilities
Job Hazard Analysis/ Process Review for Routine Jobs	Training Documentation
Routine Self-Inspections	Training Curriculum Specific to the Worksite Operations
Hazard Reporting by Employees	
Investigation Of Mishap/Close Calls	
Injury/Illness Rates	

**3. PERFORMANCE RECOGNITION.**

In accordance with MPR 8715.1, “Marshall Safety, Health, and Environmental (SHE) Program”, Contractor performance that is validated and recognized to have achieved a world-class program within the term of the contract will be recognized with the following:

<p><b>Superior Safety Performance level-</b> Annual rating score of <math>\geq 36</math> and a Lost Time Case Rate (LTC) <math>\leq 50\%</math> of the LTC National average for the applicable North American Industry Classification System (NAICS) average.</p>	<p><i>Plaque Presentation by the Center Director at the Marshall Team Meeting.</i></p> <p><i>Appropriate contractor past performance referrals may be provided.</i></p>
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**Exception:** Contractors with less than 100 employees located onsite at MSFC and/or MAF. To be rated at Superior Safety Performance level, the Contractor shall have no lost time injuries during the past year.

The following will result in cases where a Contractor’s performance is rated as being below the accepted safety performance level:

<p><b>Below Accepted Safety Performance level -</b> Annual rating score of <math>\leq 16</math> or a LTC that is <math>&lt;10\%</math> of the LTC National average for the applicable NAICS average.</p>	<p>Formal letter from S&amp;MA Director and the Director of the Office of Procurement expressing concern. <i>Corrective Action Plan requested.</i></p> <p><i>Data may be placed in contractor past performance database.</i></p>
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**Failure to improve could result in contract options not being exercised.**

**Exception:** Contractors with less than 100 employees located onsite at MSFC and/or MAF. A *Below Accepted Safety Performance level will be given to a contractor having more than one lost time injuries during the past year.*

<p>If Contractor’s Safety and Health Performance evaluation rating falls within the range (<math>&gt;16</math>, but <math>&lt;34</math>) and the Contractor achieves a LTC between <math>\pm 10\%</math> of the LTC National average for the applicable NAICS, the Contractor’s performance is recognized as acceptable.</p>	<p><i>No recognition</i></p>
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**NOTE:** The most current Department of Labor NAICS average, effective at the beginning of the annual evaluation period, will be utilized for LTC evaluation. Lost Time Incidents shall be recorded in accordance with NASA requirements specified in MWI 8621.1, “Mishap and Close Call 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 sub-elements cited in Paragraph 2.

The evaluation process will include these steps:

- Contractor to conduct an annual self-assessment of their safety and health program and assign a numerical score to each element (4) using the Safety and Health Management Implementation Guide and Assessment Matrix at Attachment 1.
- Contractor self assessments will address compliance with their approved Safety, Health and Environmental (SHE) Plan and MPR 8715.1, "Marshall Safety, Health, and Environmental (SHE) Program."
- Contractor to have their self-assessment validated by CO/COTR and Industrial Safety Branch.
- On an annual basis, the CO will apply incentives/recognition or consequences based on the validated yearly score. The CO will make a determination annually for items requested in paragraph 6 that are not reported. *(Also, see paragraph 7 below.)*
- Contractor will provide their self-assessment as shown in Attachment 2 or an equivalent format.

#### **6. SAFETY METRIC REPORTING.**

The Contractor shall report safety metrics using [MSFC Form 4371](#) to the extent specified in the contract. Refer to MWI 8715.1, "Marshall Safety, Health, and Environmental (SHE) Program."

Service and Support contracts - DRD for Mishap and Safety Statistics Report

Construction contracts - MSFC Technical Specification for Repair and Construction (TSRC), Specs and Techs, or Master Specs.

**7. FAILURE TO REPORT**

If the Contractor fails to timely and accurately report to the CO, COTR and the MSFC Industrial Safety Branch, pursuant to the requirements of the relevant contract, all the information on all personnel and property mishaps that meet the criteria of NPR 8621.1, “NASA Procedural Requirements for Mishap and Close Call Reporting, Investigating, and Recordkeeping”, MWI 8621.1, “Mishap and Close Call Reporting and Investigation Program”, and the items in paragraph 6 of this clause, the CO may reduce the profit/fee/price/cost otherwise payable under the relevant contract in an amount of up to \$1,000 for each occurrence of failure to report. Any reduction amount shall be determined by and left to the sole discretion of the CO. This reduction does not apply to award fee type contracts where the award fee payable is based on the award fee criteria and is determined by the Fee Determination Official.

**Safety Performance**  
**Evaluation Summary**

**Evaluation Criteria and Performance Recognition**

**EVALUATION CRITERIA**

- Management Leadership and Employee Involvement (Element 1)
- Worksite Analysis (Element 2)
- Hazard Prevention and Control (Element 3)
- Safety and Health Training (Element 4)

Score	$\geq 36$ points (Annual Score)	$\leq 16$ points (Annual Score)
LTC	<p style="text-align: center;"><u>and</u></p> <p><math>\leq 50\%</math> of the LTC National average for the applicable NAICS</p> <p><b>Exception:</b> Contractors with less than 100 employees located onsite at MSFC and/or MAF shall have <u>no</u> lost time injuries during the past year.</p>	<p style="text-align: center;"><u>or</u></p> <p><math>&gt;</math> than 10% of the LTC National average for the applicable NAICS</p> <p><b>Exception:</b> Contractors with less than 100 employees located onsite at MSFC and/or MAF. A Below Accepted Safety Performance level rating will be given when <u>more than one</u> lost time injuries are reported during the past year.</p>
Grade Levels	<b>Superior Safety Performance</b>	<b>Below Accepted Safety Performance</b>
Recognition	Plaque Presentation by the Center Director at the Marshall Team Meeting. Appropriate contractor past performance referrals may be provided.	Formal letter from S&MA Director and the Director of the Office of Procurement expressing concern. Corrective Action Plan requested. <b>Failure to improve could result in Contract Options not being exercised.</b>

**NOTE: If the Contractor’s safety performance evaluation does not fall within one of the above categories, no recognition will be provided and possible follow-up by the MSFC Industrial Safety Office.**

- Reductions in profit/fee/price/cost payable
  - Failure to timely and accurately report information on all personnel and property mishaps that meet the criteria of NPR 8621.1, “NASA Procedural Requirements for Mishap and Close Call Reporting, Investigating, and Recordkeeping”, MWI 8621.1, “Mishap and Close Call Reporting and Investigation Program” and the items in paragraph 6 of this clause may result in a reduction in the profit/fee/price/cost otherwise payable under this contract in an amount of up to \$1,000 for each occurrence of failure to report. Any reduction amount shall be determined by and left to the sole discretion of the CO. This reduction does not apply to award fee type contracts where the award fee payable is based on the award fee criteria and is determined by the Fee Determination Official.

ATTACHMENT 1

Safety and Health Management Implementation Guide and Assessment Matrix

Score	Management Leadership and Involvement (Element 1)		Worksite 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 sub-elements fully in place and functioning well for at least one year.	All programs and sub-elements 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 sub-elements 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 sub-elements in place, employees actively participating.	All programs and sub-elements in place and functioning.	All training processes established, management initial training complete.
8	One sub-element not fully in place but all are being implemented.	Most processes in place, employee involvement growing.	All sub-elements functioning, employee participation growing.	At least five sub-elements functioning and one in final stage of implementation.	Most personnel trained to identified needs, training recordkeeping and recall system functioning.
7	Two sub-elements 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 sub-elements functioning and remainder established.	At least four sub-elements functioning, remaining two developing.	Management and supervisor training in process specialized training in process.
6	All sub-elements in process or in place. Strong management leadership and commitment have begun, metric systems in place, resourceing appropriate.	Employee representatives functioning, joint committees functioning, participating in risk assessment and accident investigation.	At least four sub-elements 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 sub-elements 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 sub-elements initiated including self-assessment, hazard reporting, and 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 sub-elements, at least two sub-elements 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	Sub-elements 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 sub-elements established, no self-inspection, shallow accident investigation process.	Few or no programs or sub-elements established, few written rules, limited enforcement.	Training needs not established, no management training, limited or no supervisor training.
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[END OF ATTACHMENT 1]

**ATTACHMENT 2**

***Safety and Health Performance Self-Evaluation***

Contractors shall conduct an annual self-evaluation of their safety and health program based on the applicable elements and sub-elements of the MSFC safety, health and environmental (SHE) program as listed below. Specific criteria are shown on ATTACHMENT 1 entitled “Safety Health Management Implementation Guide and Assessment Matrix.” Element 1 has a management and employee component. These are simply averaged to obtain the score for Element 1. The result should be carried to the second decimal point. The score for each element should be shown below along with explanatory comments for each element.

(ELEMENT 1)	(ELEMENT 3)
<b>Management and Employee Involvement</b>	<b>Hazard Prevention and Control</b>
Management Commitment	Hazard Elimination and Control Process (Engineering/Administrative/Safety Devices/Work Practices/Personal Protective Equipment)
Documented Safety Policy and Goals	Preventative Maintenance for Facility and Equipment
Employee Involvement/Engagement	Emergency Preparedness and Drills
Safety Committees	Emergency Medical Care Program
Safety Meetings	Hazard Control Programs
Subcontractor Safety	Occupational Health Program
Resources	Tracking Hazard Correction
Accountability	Access to Professional Safety Staff
Annual Safety and Health Program Evaluation	Disciplinary Program
(ELEMENT 2)	(ELEMENT 4)
<b>Worksite Hazard Analysis</b>	<b>Safety and Health Training</b>

Baseline Surveys and Analyses For The Worksite	Employee Knowledge Of Hazards In The Workplace, Recognize Hazards, Signs and Symptoms Of Workplace-Related Illnesses, and Safe Work Procedures
Perform Analysis Of New Work and When Significant Changes Occur	Supervisor and Managers Understand Their Safety and Health Responsibilities
Job Hazard Analysis/ Process Review For Routine Jobs	Training Documentation
Routine Self-Inspections	Training Curriculum Specific To The Worksite Operations
Hazard Reporting By Employees	
Investigation Of Mishap/Close Calls	
Injury/Illness Rates	

Contractor: \_\_\_\_\_ Contract #: \_\_\_\_\_ Date of Evaluation Period: \_\_\_\_\_

Name of Person Verifying: \_\_\_\_\_

Position: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Element 1:**

Management Commitment: \_\_\_ Employee Involvement: \_\_\_ Combined Average: \_\_\_

Comments:

**Element 2:**

Worksite Analysis: \_\_\_

Comments:

**Element 3:**

Hazard Prevention and Control: \_\_\_\_\_

Comments:

**Element 4:**

Safety and Health Training: \_\_\_\_\_

Comments:

**Total Score:** \_\_\_\_\_

Comments/ Validation By:

Comments:

Contracting Officer:

Comments:

COTR:

Comments:

Representative/S&MA Office:

Comments:

[End of Attachment 2]

(End of Clause)

**H.15 MSFC 52.223-92 ENVIRONMENTAL - GENERAL CLAUSE (AUG 2010)**

Contractors performing on-site shall comply with all applicable Environmental policies and procedures including, but not limited to, MPD 8500.1, "MSFC Environmental Management Policy" and MPR 8500.1, "MSFC Environmental Engineering and Occupational Health Program." MSFC contractors performing on-site activities that could potentially impact the environment shall be responsible for following all established NASA/MSFC environmental procedures. These procedures and other applicable policies and procedures are available by contacting the NASA/MSFC Environmental Engineering & Occupational Health Office. Failure to comply with environmental policies and procedures, may result in damage to the environment, and could potentially result in regulatory penalties against NASA and/or the Contractor, and Contractor loss of access to NASA/MSFC facilities.

(End of Clause)

**H.16 DOCUMENTATION OF TRAINING AND MSFC ON-SITE REQUIRED TRAINING COURSES**

MSFC requires that all on-site personnel complete the training courses listed below as well as any future training requirements mandated by MSFC. These courses are provided as internet-based courses via the NASA SATERN training system to which contractor employees will be provided access. Contractors shall maintain training records for each employee, documenting the completion of these and any other required training courses.

- New Employee IT Security Training
- Basic Information Technology Security (ITS)
- Protecting Sensitive But Unclassified Information (SBU)
- SHE 101 – The Safety, Health, and Environmental Program
- SHE 102 – MSFC SHE Program Refresher Training
- SHE 152 – Hazard Warning Signs, Tags, and Barricades
- NASA Property Responsibility and Accountability
- Recognition and Prevention of Workplace Violence

(End of Clause)

[END OF SECTION]

- 52.215-15 Pension Adjustments and Asset Reversions (OCT 2010)
- 52.215-17 Waiver of Facilities Capital Cost of Money (OCT 1997)
- 52.215-18 Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other Than Pensions. (JUL 2005)
- 52.215-21 Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data - Modifications. (OCT 2010)
- 52.219-6 Notice of Total Small Business Set-Aside (JUN 2003)
- 52.219-8 Utilization of Small Business Concerns (MAY 2004)
- 52.219-14 Limitations on Subcontracting (DEC 1996)
- 52.222-1 Notice to the Government of Labor Disputes (FEB 1997)
- 52.222-3 Convict Labor. (JUN 2003)
- 52.222-17 Non-displacement of Qualified Workers (JAN 2013)
- 52.222-19 Child Labor—Cooperation with Authorities and Remedies (JAN 2014)
- 52.222-21 Prohibition of Segregated Facilities (FEB 1999)
- 52.222-26 Equal Opportunity (MAR 2007)
- 52.222-35 Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (SEP 2010)
- 52.222-36 Affirmative Action for Workers with Disabilities (OCT 2010)
- 52.222-37 Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans. (SEP 2010)
- 52.222-41 Service Contract Act of 1965. (NOV 2007)
- 52.222-43 Fair Labor Standards Act and Service Contract Act - Price Adjustment (Multiple Year and Option Contracts) (SEP 2009)
- 52.222-50 Combating Trafficking in Persons (FEB 2009)
- 52.222-54 Employment Eligibility Verification (SEP 2009)
- 52.223-5 Pollution Prevention and Right-to-Know Information (AUG 2003)
- 52.223-6 Drug-Free Workplace (MAY 2001)
- 52.223-10 Waste Reduction Program (AUG 2000)
- 52.223-14 Toxic Chemical Release Reporting (AUG 2003)
- 52.224-1 Privacy Act Notification. (APR 1984)
- 52.224-2 Privacy Act (APR 1984)
- 52.225-13 Restrictions on Certain Foreign Purchases (JUN 2008)
- 52.227-1 Authorization and Consent (DEC 2007)
- 52.227-2 Notice and Assistance Regarding Patent and Copyright Infringement (DEC 2007)
- 52.228-5 Insurance - Work on a Government Installation (JAN 1997)
- 52.229-3 Federal, State, and Local Taxes (APR 2003)
- 52.232-1 Payments (APR 1984)
- 52.232-8 Discounts for Prompt Payment (FEB 2002)
- 52.232-9 Limitation on Withholding of Payments (APR 1984)
- 52.232-11 Extras (APR 1984)
- 52.232-17 Interest (OCT 2010)
- 52.232-23 Assignment of Claims (JAN 1986)
- 52.232-25 Prompt payment (OCT 2008)
- 52.232-33 Payment by Electronic Funds Transfer - Central Contractor Registration (OCT 2003)
- 52.233-1 Disputes (JUL 2002) - Alternate I (DEC 1991)

III – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

SECTION J  
LIST OF ATTACHMENTS

<u>Attachment No.</u>		<u>Pages</u>
J-1	Performance Work Statement	J-1-1 – J-1-8
J-2	Data Procurement Document	J-2-1 – J-2-23
J-3	Performance Requirements Summary	J-3-1
J-4	Contractor Fully Burdened Labor Rates	J-4-1 – J-4-2
J-5	Task Order Summary	J-5-1
J-6	Personal Identity Verification (PIV) Procedures	J-6-1 – J-6-4
J-7	Safety Performance Evaluation Summary	J-7-1 – J-7-3
J-8	Installation-Provided Property and Services	J-8-1
J-9	Wage Determinations	J-9
	Alabama	J-9-01 / J-9-10 J-9-29 / J-9-38 J-9-48 / J-9-57 J-9-58 / J-9-67
	Louisiana	J-9-11 / J-9-19 J-9-20 / J-9-28 J-9-39 / J-9-47 J-9-48 / J-9-56
J-10	Applicable Regulations, Procedures, and Documents	J-10-1 – J-10-4
J-11	Safety, Health and Environmental Plan	J-11-1 – J-11-15
J-12	Acronym List	J-12-1 – J-12-4
J-13	Customer Survey	J-13-1 – J-13-4

**ATTACHMENT J-5**

**TASK ORDER (TO) SUMMARY**

A summary of Task Orders (TOs) awarded under this Contract is as follows:

TASK ORDER NUMBER	MOD. NUMBER	PERIOD OF PERFORMANCE	TASK ORDER VALUE	DEDUCTIONS
NNM11AA36T	Mod 25	05/01/2011-04/30/2013	\$2,418,612	
NNM11AA37T	Mod 23	05/01/2011-04/30/2013	\$1,627,605	
NNM11AA38T	Mod 06	05/01/2011-04/30/2012	\$ 949,157	Closed
NNM11AA39T	Mod 29	05/01/2011-04/30/2013	\$6,845,301	
NNM11AA40T	Mod 30	05/01/2011-04/30/2013	\$5,724,869	
NNM11AA41T	Mod 31	05/01/2011-04/30/2013	\$7,205,041	
NNM11AA42T	Mod 11	05/01/2011-04/30/2012	\$ 815,629	Closed
NNM12AA60T	Mod 14	05/01/2012-04/30/2013	\$3,493,613	

TOs will be issued in accordance with Clause B.2 and Clause H.2.

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
NNM11AA30C/000008

PAGE OF  
2 2

NAME OF OFFEROR OR CONTRACTOR  
AL RAZAQ COMPUTING SERVICES

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Performance Recognition (NOV 2013), incorporates MSFC clause 52.223-92 Environmental-General Clause (AUG 2010), incorporates by reference FAR clause 52.222-17 Non-displacement of Qualified Workers (JAN 2013), FAR clause 52.222-19 Child Labor-Cooperation with Authorities and Remedies (JAN 2014), and Clause 52.232-19 Availability of Funds for the Next Fiscal Year.</p> <p>c) The period of performance for this contract is May 1, 2014 through April 30, 2015.</p> <p>d) The following page(s) has/have been modified. Slip-sheets to the contract are provided with sidebars indicating change:</p> <p>Page B-1 B.1 (c) Supplies and/or Services to be provided                      Page F-1 F.2 Period of Performance                      Page H-7 H.9 MSFC 52.223-90 Asbestos Material                      Page H8-H18 H.13 MSFC 52.223-94 Safety Performance Evaluation                      Page H-20 H.15 MSFC 52.223-92 Environmental-General Clause                      Page I-2 I.1 Listing of Clauses Incorporated by Reference                      Page I-17 I.19 Availability of Funds for The Next Fiscal Year                      Page J-1 J-9 List of Attachments                      Page J-5-1 J-5 Task Order Summary                      Pages J-9 Attachment J-9 Wage Determination</p> <p>2. Except as provided herein, all terms and conditions of this contract remain unchanged and in full force and effect.</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Exercise Contract Option 3 (Year 4)</p> <p>Increased the Value for this Modification: \$20,000,000.00                      Current Contract Value for this Award: \$79,000,000.00                      Potential Contract Value for this Award: \$99,000,000.00                      Exercised option                      Payment Terms:                      Net 30 days                      FOB: Destination</p>				