

## IMPORTANT NOTICE

Due to potential delays in receiving mail, this solicitation contains the provision at FAR 52.215-5, which authorizes facsimile proposals. Offerors are encouraged to use alternatives to mail when submitting proposals.

**For administrative purposes, the Government plans to award two (2) contracts resulting from this solicitation. Both contracts will be awarded to the same offeror. One will be a Firm Fixed Price Services contract and will correspond to the pages identified as JR03A. The other will be a Firm Fixed Price IDIQ Services and will correspond to the pages identified with JR03B. All pages identified with JR03 apply to both the JR03A and JR03B portions. Both contracts will be awarded to a single offeror.**

<b>SOLICITATION, OFFER AND AWARD</b>		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING DO-C9	PAGE OF PAGES 1   47
2. CONTRACT NUMBER	3. SOLICITATION NUMBER N00173-06-R-JR03	4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5. DATE ISSUED 06 APR 06	6. REQUISITION/PURCHASE NUMBER 35-0070-06	
7. ISSUED BY CONTRACTING OFFICER NAVAL RESEARCH LABORATORY 4555 OVERLOOK AVE., SW WASHINGTON, DC 20375-5320		CODE N00173	8. ADDRESS OFFER TO (If other than Item 7)		

**NOTE:** In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

**SOLICITATION**

9. Sealed offers in original and 3 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in BLDG 222, RM 115 until 4:00 pm local time 08 MAY 06  
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME MR. JERRY RILES	B. TELEPHONE (NO COLLECT CALLS)			C. E-MAIL ADDRESS jerry.riles@nrl.navy.mil
		AREA CODE 202	NUMBER 767-0667	EXT.	

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**OFFER (Must be fully completed by offeror)**

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT <i>(See Section I, Clause No. 52.232-8)</i>	<input type="checkbox"/> 10 CALENDAR DAYS (%)	<input type="checkbox"/> 20 CALENDAR DAYS (%)	<input type="checkbox"/> 30 CALENDAR DAYS (%)	CALENDAR DAYS (%)
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14. ACKNOWLEDGMENT OF AMENDMENTS <i>(The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):</i>	AMENDMENT NO.	DATE	AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER <i>(Type or print)</i>		
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15B. TELEPHONE NUMBER	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.	17. SIGNATURE	18. OFFER DATE
AREA CODE NUMBER EXT.	<input type="checkbox"/>		

**AWARD (To be completed by Government)**

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION
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22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) ) <input type="checkbox"/> 41 U.S.C. 253(c) ( )	23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified) <b>ITEM</b>
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24. ADMINISTERED BY (If other than Item 7) CODE	25. PAYMENT WILL BE MADE BY CODE
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26. NAME OF CONTRACTING OFFICER (Type or print)	27. UNITED STATES OF AMERICA  <i>(Signature of Contracting Officer)</i>	28. AWARD DATE
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**PART I - THE SCHEDULE  
SECTION B  
SUPPLIES OR SERVICES AND PRICES/COSTS**

**B-1 SUPPLIES OR SERVICES AND PRICES/COSTS**

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT AMOUNT	TOTAL AMOUNT
0001	The Contractor shall provide labor for all Transportation Equipment Management, Operation, and Maintenance of Transportation Equipment Designated herein, in Accordance With Section C, but not including Work indicated or specified to be Provided under Item 0002				
	<b>FIXED PRICE CLIN</b>				
0001AA	Base Year	12	MO	\$	\$
0002	MATERIALS: The Contractor shall furnish materials and supplies required to perform services required under CLIN 0001 in accordance with Section C. Material Handling (Fill in at time of award***) will be allowed against CLIN 0002.				<b>NOT TO EXCEED \$1,120,000.00</b>
0003	Reports, Data, and Documentation in accordance with Exhibit A (DD 1423)			* NSP	* NSP
<b>TOTAL DOLLAR AMOUNTS FOR CLINS</b>					<b>\$ _____</b>

\* CONTRACT LINE ITEM NUMBER  
 \*\* Not Separately Priced  
 \*\*\* Contractor's Material Handling Rate

**SECTION C**  
**DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

**C-1** The work under this contract shall be performed in accordance with Attachment (1), Statement of Work, with Exhibit A, DD Form 1423, Contracts Data Requirements List, and all other Attachments and Enclosures cited in Section J, which are incorporated by reference into Section C.

**C-2 REQUIREMENTS FOR ON-SITE CONTRACTORS**

For those portions of the work under this contract performed at any NRL site, the contractor shall comply with the Requirements for On-Site Contractors dated 30 July 2004 which are hereby incorporated by reference. The full text is available at <http://heron.nrl.navy.mil/contracts/home.htm>

**SECTION D**  
**PACKAGING AND MARKING**

**D-1** Preservation, packaging, packing and marking of all deliverable contract line items must conform to normal commercial packing standards to assure safe delivery at destination.

**D-2** The Contractor shall mark all shipments under this contract in accordance with the edition of ASTM-D-3951-90 "Standard Practice for Commercial Packaging" in effect on the date of the contract.

**SECTION E  
INSPECTION AND ACCEPTANCE**

**E-1 INSPECTION AND ACCEPTANCE CLAUSES BY REFERENCE:**

**FAR CLAUSE    TITLE**

52.246-4        -    Inspection Of Services - Fixed Price (AUG 1996)  
52.246-16      -    Responsibility For Supplies (APR 1984)

**DFARS CLAUSE    TITLE**

252.246-7000   -    Material Inspection And Receiving Report (MAR 2003)

**E-2 INSPECTION AND ACCEPTANCE**

Inspection and acceptance of the final delivery will be accomplished by the Technical Manager (TM) or Contracting Officer Representative (COR) designated in Section G of this contract . Inspection and acceptance will be performed at the Naval Research Laboratory, Washington DC 20375-5320.

**E-3 SCHEDULE OF DEDUCTIONS**

a. All offerors must submit a proposed Schedule of Deductions for the base period and each option year of the contract with his/her offer. The final negotiated Schedule of Deductions will be incorporated into Section E of the contract at time of award. The approved Schedule of Deductions shall be part of the contract. The total of the Schedule of Deductions must equal the amount for Contract Line Item Numbers 0001AA – 0001AE. If for any reason this contract is modified, including the exercise of an option, and the modification affects the schedule of deductions, the contractor shall submit a revised schedule of deductions within fifteen (15) days of the date of the modification. The Government reserves the right to unilaterally establish a Schedule of Deductions in the event the successful Contractor fails to present the Schedule of Deductions within fifteen (15) calendar days of the date of modification or presents a Schedule of Deductions, which is unbalanced or materially deficient. Prices shown in the Schedule of Deductions will be utilized in conjunction with the “CONSEQUENCES OF THE CONTRACTOR’S FAILURE TO PERFORM REQUIRED SERVICE” clause in making deductions to the contract price for nonperformed or unsatisfactory work.

b. Unbalancing in the Schedule of Deductions submitted shall be the cause for withholding approval and requiring resubmittal of a balanced schedule. The Contractor’s failure to provide an approved Schedule of Deductions shall be grounds for TERMINATION FOR DEFAULT.

(End of clause)

## SCHEDULE OF DEDUCTIONS FOR BASE PERIOD

	ITEM OF WORK	UNITS	NUMBER OF UNITS	UNIT PRICE	TOTAL PRICE
	TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATIONS, AND MAINTENANCE				
	Fuel Procurement, Delivery, Safety, Security, Maintenance, Dispensing, Credit Cards, Recordkeeping and Reports (per SOW paragraphs 3.3.2 to include 3.3.2.1 – 3.3.2.8)	MOS	12	\$	\$
	Vehicle and Equipment Dispatching and Control (per SOW paragraphs 3.3.3 to include 3.3.3.1 – 3.3.3.8)	MOS	12	\$	\$
	Vehicle and Equipment Operations, Scheduled and Unscheduled Services (per SOW paragraphs 3.3.4 to include 3.3.4.1 – 3.3.4.4)	MOS	12	\$	\$
	Maintenance of Transportation Equipment (per SOW paragraphs 3.3.5 to include 3.3.5.1 – 3.3.5.5)	EA	400	\$	\$
	Vehicle and Equipment Cleanliness (per SOW paragraphs 3.3.6 to include 3.3.6.1 – 3.3.6.3)	EA	400	\$	\$
	Solid Waste, Hazardous Material Tracking and Recordkeeping (per SOW paragraphs 3.3.7 to include 3.3.7.1 – 3.3.7.2)	Bi-Mo	24	\$	\$
	Maintenance of Station Snow/Ice Equipment (per SOW paragraph 3.3.10)	MOS	5	\$	\$

- Represents the number of units per year.

**E-4 CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES**

The Contractor shall perform all so the contract requirements. The Government will apply one or more of the surveillance methods mentioned below and will deduct an amount from the Contractor's invoice or otherwise withhold payment for unsatisfactory or nonperformed work. The Government reserves the right to change surveillance methods at any time during the contract without notice to the Contractor.

(a) **STATISTICALLY EXTRAPOLATED SURVEILLANCE METHOD.** The Government may apply a statistically extrapolated surveillance method (Random Sampling for Extrapolated Deductions) to any contract requirement to determine Contractor compliance. The defect rate will then be extrapolated to the monthly population to determine the number of unsatisfactorily performed work occurrences. The monthly population is the total number of work occurrences that are required to be performed during the month.

(b) **OTHER SURVEILLANCE METHODS.** The government may apply other surveillance methods to determine Contractor compliance. These include, but are not limited to, 100% inspection, random sampling without extrapolated deductions, and planned sampling as primary surveillance methods; and incidental inspections and validated customer complaints as supplemental surveillance methods. When using these surveillance methods, deductions will be taken for all observed defects.

(c) **PROCEDURES.** In the case of unsatisfactory or non-performed work, the Government:

(1) may give the Contractor written notice of observed deficiencies prior to deducting for unsatisfactory or non-performed work and/or assessing liquidated damages. Such written notice shall not be a pre-requisite for withholding payment for non-performed work. The Government may specify, as provided for below, that liquidated damages can be assessed against the Contractor. Such liquidated damages are to compensate the Government for administrative costs and other expenses resulting from the unsatisfactory or non-performed work.

(2) may, at its option, allow the Contractor an opportunity to re-perform the unsatisfactory or non-performed work, at no additional cost to the Government. In the case of daily work, corrective action must be completed within 24 hours of notice. In the case of other work, corrective must be completed within 72 hours of notice. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **50 percent** of the value of all observed defects. The original inspection results of the Contractor's work will not be modified upon re-inspection. However, the Contractor will be paid for satisfactory re-performed work.

(3) shall deduct from the contractor's invoice all amounts associated with the unsatisfactory or non-performed work at the prices set out in the Schedule or provided by other provisions of this contract, unless the Contractor is required to re-perform and satisfactorily complete the work. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **50 percent** of the value of observed defects.

(4) may, at its option, perform the work by Government personnel or by other means. The Government will reduce the amount of payment to the Contractor, by the amount paid to any Government personnel (based on wages, retirement and fringe benefits) plus material, or by the actual costs incurred to accomplish the work by other means. If the actual costs cannot be readily determined, the prices set out in the Schedule will be used as the basis for deduction. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **100 percent** of the computed cost.

(d) The contractor is responsible for maintaining an effective Quality Control Program during the course of the contract. Failure to maintain adequate quality control may result in Termination for Default.

(e) Re-performance by the Contractor does not waive the Government's right to terminate for non-performance in accordance with FAR clause 52.249-8, "DEFAULT (FIXED-PRICE SUPPLY AND SERVICE)" OF Section I and all other remedies for default as may be provided by law.

#### **E-5 ESTIMATING THE PRICE OF NON-PERFORMED OR UNSATISFACTORY WORK**

In accordance with the clause at **Section E-4 - "CONSEQUENCES OF THE CONTRACTOR'S FAILURE TO PERFORM REQUIRED WORK"**, deductions may be taken for non-performed or unsatisfactory work. In the event the price of non-performed or unsatisfactory work cannot be determined from the prices set out in the Schedule, or on the basis of the actual cost to the Government, estimated methods may be used. Engineered Performance Standards (EPS) or other estimating sources may be utilized to estimate the cost of non-performed work or the costs, which would be incurred in remedying unsatisfactory work. The Government may estimate the cost using wage rate and fringe benefits included in the wage determinations included in the contract. Government estimates of the Contractor's overhead and profit rates, and Government estimates of material costs if applicable. Liquidated damages, to compensate the Government for administrative costs and other expenses resulting from the non-performed or unsatisfactory performance, will be calculated in accordance with the "CONSEQUENCES OF FAILURE TO PERFORM REQUIRED WORK" clause. A list of Performance Standards is contained in Attachment (2).

**SECTION F  
DELIVERIES OR PERFORMANCE**

**F-1 DELIVERIES OR PERFORMANCE CLAUSES BY REFERENCE:**

**FAR CLAUSE    TITLE**

52.211-11	-	Liquidated Damages - Supplies, Services, Or Research And Development (SEP 2000) ( <b>See Section E-4</b> )
52.242-15	-	Stop-Work Order (AUG 1989)
52.242-17	-	Government Delay Of Work (APR 1984)
52.247-34	-	F.O.B. Destination (NOV 1991)

**F-2 DELIVERIES OR PERFORMANCE**

(a) The period of performance under this contract shall be from date of contract award through twelve (12) months thereafter. Each Option, if exercised, shall extend the period of performance an additional twelve (12) months.

(b) The principal place of performance of this contract shall be NRL, Washington, DC.

**F-3 PLACE OF DELIVERY - FOB DESTINATION**

The contractor shall deliver supplies, all transportation charges paid, to destination in accordance with the clause in Section F of the Schedule titled FAR 52.247-34 FOB Destination (NOV 1991).

Receiving Officer  
Naval Research Laboratory  
Contract Number  
ATTN:       \*  
CODE:       \*  
LOCATION:     \*  
Bldg. 49  
4555 Overlook Avenue, SW  
Washington DC 20375-5320

(\* To be filled in at time of award.)

**SECTION G**  
**CONTRACT ADMINISTRATION DATA**

**G-1 PROCURING OFFICE REPRESENTATIVE**

In order to expedite administration of the contract, the Administrative Contracting Officer (ACO) will direct inquiries to the appropriate office listed below. Please do not direct routine inquiries to the person listed in Item 20A on Standard Form 26.

Security Matters- Contracting Officer for Security, Code 1221, (202) 767-2240, DSN 297-2240, email security-group@nrl.navy.mil

Safety Matters- Head, Safety Branch, Code 3540, (202)767-2232, DSN 297-2232, , email safety@nrl.navy.mil

Patent Matters- Associate Counsel (Intellectual Property), Code 1008.2, (202)404-1552, DSN 297-1552, email patents@nrl.navy.mil

Release of Data- Public Affairs Officer, Code 1030 (202) 767-2541, DSN 297-2541, email publicaffairs@nrl.navy.mil

**G-2 CONTRACTING OFFICER'S REPRESENTATIVE (COR) - FUNCTIONS AND LIMITATIONS**

\* is hereby designated the cognizant COR who will represent the Contracting Officer in the administration of technical details within the scope of this contract and inspection and acceptance. The COR is not otherwise authorized to make any representations or commitments of any kind on behalf of the Contracting Officer or the Government. The COR does not have the authority to alter the Contractor's obligations or change the specifications in the contract. If, as a result of technical discussions, it is desirable to alter contract obligations or statements of work, a modification must be issued in writing and signed by the Contracting Officer. The COR is responsible for reviewing the bills and charges submitted by the Contractor and informing the ACO of areas where exceptions are to be taken.

( \* To be filled in at time of award)

**G-3 CONTRACT CEILING PRICE**

(a) The amount of \$ \* is presently available for payment and allotted to this contract. This amount is the ceiling price that the contractor shall not exceed except at its own risk. It is estimated that this amount is sufficient for performance of the contract through \*.

(b) The not-to-exceed price stated in Section B is the Government's estimate of the price of the maximum labor and materials required to perform this contract. The parties contemplate that the Government will allot additional funds incrementally to the contract up to the full not-to-exceed amount or to a lesser amount necessary to perform the contract.

(c) The Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor will not be obligated to continue work beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract regardless of anything to the contrary in any other clause or provision of this contract.

(d) The Contractor shall notify the Contracting Officer in writing at least sixty days prior to the date when, in the Contractor's best judgment, the work under the contract will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate the total amount then allotted to the contract. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance through the current period of performance or to a mutually agreed upon substitute date. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer, upon the Contractor's written request, will terminate the contract on that date in accordance with the provisions of the Termination clause of this contract.

(e) If, solely by reason of failure of the Government to allot additional funds in amounts sufficient for timely performance of the 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 will be made in the price or in the period of performance, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract.

(g) Nothing in this clause affects the rights of the Government to terminate this contract pursuant to other clause or provisions of this contract.

( \* To be filled in at time of award)

**G-4 INVOICING INSTRUCTIONS - ORDERS PAID BY DFAS CHARLESTON (N68892)**

Submit Invoices to the address shown in Block 13 of the face page of the order.

NRL orders paid by DFAS Charleston cannot be paid through Wide Area Workflow.

**SECTION H  
SPECIAL CONTRACT REQUIREMENTS**

**H-1 TYPE OF CONTRACT**

(To be filled in at time of award)

**H-2 REPRESENTATIONS AND CERTIFICATIONS**

The Contractor's completed Representations, Certifications, and Other Statements of Offerors or Respondents is incorporated herein by reference in any resultant award.

**H-3 ONR 5252.237-9705 - KEY PERSONNEL (DEC 88)**

(a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.

(b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least thirty (30) days in advance (sixty (60) days if security clearance must be obtained) of any proposed substitution and provide the information required by paragraph (c) below.

(c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor of his/her approval or disapproval thereof.

(d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel:

(\*To be filled in at time of award)

<b>*Labor Category</b>	<b>First/M/Last Name</b>
Project Manager	*
Master Mechanic(s)	*

**H-4 OPTION TO EXTEND THE TERM OF THE CONTRACT**

This contract shall be renewable at the unilateral option of the Government by the Contracting Officer giving written notice of renewal to the Contractor within the existing term of the contract. The Government may exercise its option to renew the contract a total of four (4) times and each such renewal shall extend the term of the contract by twelve (12) months. The Contractor agrees that performance under each such renewal shall be accomplished in accordance with all of the terms and conditions of this contract and at the estimated cost and fixed fee set forth below:

**First Option**

0001AB Price:

**Second Option**

0001AC Price:

**Third Option**

0001AD Price:

**Fourth Option**

0001AE Price:

**H-5 ELECTRONIC AND INFORMATION TECHNOLOGY (EIT)**

In accordance with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d), all EIT supplies and services provided under this contract must comply with the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at 36 CFR part 1194 (see FAR Subpart 39.2). Electronic and information technology (EIT) is defined at FAR 2.101.

**H-6 SUBCONTRACTING PLAN**

The contractor's Comprehensive Small Business Subcontracting Plan is incorporated into this contract in accordance with DFARS SUBPART 219.7 *Test Program for Negotiation of Comprehensive Small Business Subcontracting Plans*.

## **H-7 USE OF GOVERNMENT FACILITIES/EQUIPMENT**

In accordance with FAR 45.404 and the performance of work hereunder, the Government shall furnish to the contractor on a rent-free, non interference basis, the use of physical space and equipment listed in Attachment (1) provided such equipment/facilities may only be used to the extent that such use does not interfere with the performance of the contract for which the equipment was originally provided. The following additional Government facilities/equipment will be available for use by the Contractor.

**(a) NRL Building No.: 36 Office/Material Storage/Open Bays**

The Statement of Work, Attachment (1), with Enclosures contains a listing of tools and equipment, which will be provided for use in the performance of work hereunder. The Contractor and the COR shall conduct a joint inventory prior to commencing work under this contract to determine the exact number and serviceability of Government furnished equipment. The Contractor shall then certify the finding of this inventory and shall assume accountability and subsequently report inventory discrepancies to the COR in accordance with FAR Part 45 and the DD Form 1423 A033 - Government Furnished Equipment Inventory.

## **H-8 UTILITIES**

Water, sewer, and electrical utilities will be furnished to the Contractor in support of the Government furnished facilities at no cost to the Contractor. The Contractor shall be required to conserve utilities. The Government will provide for on-station telephone service. The Contractor shall provide and pay for off-station telephone service.

## **H-9 JANITORIAL SERVICES**

Janitorial services will not be provided for those facilities used by the Contractor personnel in the performance of work under this contract. The contractor shall provide all services and supplies necessary to maintain areas provided in a clean, neat and orderly manner.

## **H-10 APPLICABLE COLLECTIVE BARGAINING AGREEMENT**

The Contractor shall be required to pay minimum wages in accordance with the Collective Bargaining Agreement (CBA) of the Union of : Drivers, Chauffers, and Helpers Local Union #639 affiliated with the International Brotherhood of Teamsters. The CBA dated 01 Jan 2006 Is hereby incorporated as Attachment Number (5) in Section J.

**PART II - CONTRACT CLAUSES  
SECTION I  
CONTRACT CLAUSES**

**I-1 FAR 52.252-2 - CLAUSES INCORPORATED BY REFERENCE (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

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

<http://www.acqnet.gov/far>

<http://heron.nrl.navy.mil/contracts/home.htm>

**a. FEDERAL ACQUISITION REGULATION CLAUSES**

**FAR CLAUSE    TITLE**

- 52.202-1    -    Definitions (JUL 2004)
- 52.203-3    -    Gratuities (APR 1984)
- 52.203-5    -    Covenant Against Contingent Fees (APR 1984)
- 52.203-6    -    Restrictions On Subcontractor Sales To The Government (JUL 1995)
- 52.203-7    -    Anti-Kickback Procedures (JUL 1995)
- 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)
- 52.203-12    -    Limitation On Payments To Influence Certain Federal Transactions (JUN 2003)
- 52.204-2    -    Security Requirements (AUG 1996)
- 52.204-4    -    Printed Or Copied Double-Sided On Recycled Paper (AUG 2000)
- 52.204-7    -    Central Contractor Registration (OCT 2003)
- 52.204-9    -    Personal Identity Verification Of Contractor Personnel (JAN 2006)
- 52.209-6    -    Protecting The Government's Interest When Subcontracting With Contractors Debarred, Suspended, Or Proposed For Debarment (JAN 2005)
- 52.211-5    -    Material Requirements (AUG 2000)
- 52.211-15    -    Defense Priority And Allocation Requirements (SEP 1990)
- 52.215-2    -    Audit And Records-Negotiation (JUN 1999)
- 52.215-8    -    Order Of Precedence - Uniform Contract Format (OCT 1997)
- 52.215-14    -    Integrity Of Unit Prices (OCT 1997)
- 52.215-15    -    Pension Adjustments And Asset Reversions (OCT 2004)
- 52.215-17    -    Waiver Of Facilities Capital Cost Of Money(OCT 1997) ( *will be included if the successful offeror does not propose facilities capital cost of money*)
- 52.215-18    -    Reversion Or Adjustment Of Plans For Post-Retirement Benefits (PRB) Other Than Pensions (JUL 2005)
- 52.215-19    -    Notification Of Ownership Changes (OCT 1997)
- 52.215-21    -    Requirements For Cost Or Pricing Data Or Information Other Than Cost Or Pricing Data -Modifications (OCT 1997)
- 52.217-8    -    Option To Extend Services (NOV 1999)
- 52.219-4    -    Notice Of Price Evaluation Preference For HUBZone Small Business Concerns (JUL 2005)     Offeror elects to waive the evaluation preference.
- 52.219-8    -    Utilization Of Small Business Concerns (MAY 2004)

- 52.219-9 - Small Business Subcontracting Plan (JUL 2005) Alternate II (OCT 2001)
- 52.219-16 - Liquidated Damages - Subcontracting Plan (JAN 1999)
- 52.222-3 - Convict Labor (JUN 2003)
- 52.222-4 - Contract Work Hours And Safety Standards Act-Overtime Compensation (JUL 2005)
- 52.222-19 - Child Labor – Cooperation With Authorities And Remedies (JUN 2004)
- 52.222-20 - Walsh-Healey Public Contracts Act (DEC 1996)
- 52.222-21 - Prohibition of Segregated Facilities (FEB 1999)
- 52.222-26 - Equal Opportunity (APR 2002)
- 52.222-35 - Equal Opportunity For Special Disabled Veterans, Veterans Of The Vietnam Era, And Other Eligible Veterans (DEC 2001)
- 52.222-36 - Affirmative Action For Workers With Disabilities (JUN 1998)
- 52.222-37 - Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, And Other Eligible Veterans (DEC 2001)
- 52.222-39 - Notification Of Employee Rights Concerning Payment Of Union Dues Or Fees (DEC 2004)
- 52.222-41 - Service Contract Act Of 1965, As Amended (MAY 1989)
- 52.222-43 - Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option Contracts) (MAY 1989)
- 52.223-3 - Hazardous Material Identification And Material Safety Data (JAN 1997)
- 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)
- 52.225-13 - Restrictions On Certain Foreign Purchases (DEC 2003)
- 52.227-1 - Authorization And Consent (JUL 1995)
- 52.227-2 - Notice And Assistance Regarding Patent And Copyright Infringement (AUG 1996)
- 52.227-3 - Patent Indemnity (APR 1984)
- 52.228-5 - Insurance - Work on a Government Installation (JAN 1997)
- 52.229-3 - Federal, State, And Local Taxes (APR 2003)
- 52.230-2 - Cost Accounting Standards (APR 1998)
- 52.230-3 - Disclosure And Consistency Of Cost Accounting Practices (APR 1998)
- 52.230-6 - Administration Of Cost Accounting Standards (APR 2005)
- 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 (JUN 1996)
- 52.232-23 - Assignment Of Claims (JAN 1986)
- 52.232-25 - Prompt Payment (OCT 2003)
- 52.232-33 - Payment By Electronic Funds Transfer-Central Contractor Registration (OCT 2003)
- 52.233-1 - Disputes (JUL 2002)
- 52.233-3 - Protest After Award (AUG 1996)
- 52.233-4 - Applicable Law For Breach Of Contract Claim (OCT 2004)
- 52.237-2 - Protection Of Government Buildings, Equipment, And Vegetation (APR 1984)
- 52.237-3 - Continuity Of Services (JAN 1991)
- 52.242-13 - Bankruptcy (JUL 1995)
- 52.243-1 - Changes - Fixed Price (AUG 1987) Alternate II (APR 1984)
- 52.244-6 - Subcontracts For Commercial Items (FEB 2006)
- 52.245-1 - Property Records (APR 1984)

- 52.245-2 - Government Property (Fixed-Price Contracts) (JUN 2003)
- 52.245-9 - Use And Charges (APR 1984)(DEVIATION)
- 52.245-17 - Special Tooling (DEC 1989)(DEVIATION)
- 52.245-18 - Special Test Equipment (FEB 1993)
- 52.245-19 - Government Property Furnished "As Is" (APR 1984)
- 52.246-25 - Limitation Of Liability - Services (FEB 1997)
- 52.247-66 - Returnable Cylinders (MAY 1994)
- 52.248-1 - Value Engineering (FEB 2000)
- 52.249-4 - Termination For Convenience Of The Government (Services) (Short Form) (APR 1984)
- 52.249-8 - Default (Fixed-Price Supply And Service) (APR 1984)
- 52.249-14 - Excusable Delays (APR 1984)
- 52.251-1 - Government Supply Sources (APR 1984)
- 52.252-6 - Authorized Deviations In Clauses (APR 1984) fill in Defense Federal Acquisition Regulation Supplement (48 CFR Chapter 2);
- 52.253-1 - Computer Generated Forms (JAN 1991)

#### **DFARS CLAUSE TITLE**

- 252.201-7000 - Contracting Officer's Representative (DEC 1991)
- 252.203-7001 - Prohibition On Persons Convicted Of Fraud Or Other Defense Contract Related Felonies (DEC 2004)
- 252.204-7000 - Disclosure Of Information (DEC 1991)
- 252.204-7003 - Control Of Government Personnel Work Product (APR 1992)
- 252.204-7004 - Alternate A (NOV 2003)
- 252.204-7005 - Oral Attestation Of Security Responsibilities (NOV 2001)
- 252.205-7000 - Provision Of Information To Cooperative Agreement Holders (DEC 1991)
- 252.209-7004 - Subcontracting With Firms That Are Owned Or Controlled By The Government Of A Terrorist Country (MAR 1998)
- 252.219-7003 - Small, Small Disadvantaged And Women-Owned Small Business Subcontracting Plan (DoD Contracts) (APR 1996)
- 252.223-7001 - Hazard Warning Labels (DEC 1991)
- 252.223-7004 - Drug-Free Work Force (SEP 1988)
- 252.223-7006 - Prohibition On Storage And Disposal Of Toxic And Hazardous Materials (APR 1993)
- 252.225-7001 - Buy American Act And Balance Of Payments Program (JUN 2005)
- 252.225-7002 - Qualifying Country Sources As Subcontractors (APR 2003)
- 252.225-7012 - Preference For Certain Domestic Commodities (JUN 2004)
- 252.225-7013 - Duty-Free Entry (JUN 2005)
- 252.225-7014 - Preference For Domestic Specialty Metals (JUN 2005)
- 252.225-7015 - Restriction On Acquisition Of Hand Or Measuring Tools (JUN 2005)
- 252.225-7016 - Restriction On Acquisition Of Ball And Roller Bearings (JUN 2005)
- 252.225-7025 - Restriction On Acquisition Of Forgings (JUN 2005)
- 252.225-7031 - Secondary Arab Boycott Of Israel (JUN 2005)
  
- 252.226-7001 - Utilization of Indian Organizations, Indian-Owned Economic Enterprises, And Native Hawaiian Small Business Concerns (SEP 2004)

- 252.227-7013 - Rights In Technical Data--Noncommercial Items (NOV 1995)
- 252.227-7016 - Rights In Bid or Proposal Information (JUN 1995)
- 252.227-7030 - Technical Data--Withholding Of Payment (MAR 2000)
- 252.227-7037 - Validation Of Restrictive Markings On Technical Data (SEP 1999)
- 252.231-7000 - Supplemental Cost Principles (DEC 1991)
- 252.232-7003 - Electronic Submission Of Payment Requests (JAN 2004)
- 252.232-7010 - Levies On Contract Payments (SEP 2005)
- 252.242-7004 - Material Management And Accounting System (NOV 2005)
- 252.243-7001 - Pricing Of Contract Modifications (DEC 1991)
- 252.243-7002 - Requests For Equitable Adjustment (MAR 1998)
- 252.244-7000 - Subcontracts For Commercial Items And Commercial Components (DOD Contracts) (NOV 2005)
- 252.245-7001 - Reports Of Government Property (MAY 1994)
- 252.247-7023 - Transportation Of Supplies By Sea (MAY 2002)
- 252.247-7024 - Notification Of Transportation Of Supplies By Sea (MAR 2000) *(will be included if the successful offeror made a negative response to the inquiry at DFARS 252.247-7022)*
- 252.251-7000 - Ordering From Government Supply Sources (OCT 2002)

**I-2 FAR 52.222-42 - STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)**

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

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

<b>Employee Class</b>	<b>Monetary Wage-Fringe Benefits</b>
<b>05190 - Motor Vehicle Mechanic</b>	<b>\$21.91</b>
<b>31300 - Taxi Driver</b>	<b>\$12.71</b>
<b>31362 - Truckdriver, Medium Truck</b>	<b>\$17.09</b>
<b>31363 - Truckdriver, Heavy Truck</b>	<b>\$19.02</b>
<b>31030 - Bus Driver</b>	<b>\$19.02</b>

THE CURRENT WAGE DETERMINATION AT THE DATE OF CONTRACT AWARD WILL BE INCORPORATED IN THE RESULTANT CONTRACT

**I-3 52.222-47 SCA MINIMUM WAGES AND FRINGE BENEFITS APPLICABLE TO SUCCESSOR CONTRACT PURSUANT TO PREDECESSOR CONTRACTOR COLLECTIVE BARGAINING AGREEMENTS (CBA).**

SERVICE CONTRACT ACT (SCA) MINIMUM WAGES AND FRINGE BENEFITS (MAY 1989)

An SCA wage determination applicable to this work has been requested from the U.S. Department of Labor. If an SCA wage determination is not incorporated herein, the bidders/offerors shall consider the economic terms of the collective bargaining agreement (CBA) between the incumbent Contractor **Government Contracting Resources, Inc.** and the **Union of : Drivers, Chauffers, and Helpers Local Union #639 affiliated with the International Brotherhood of Teamsters**. If the economic terms of the collective bargaining agreement or the collective bargaining agreement itself is not attached to the solicitation, copies can be obtained from the Contracting Officer. Pursuant to Department of Labor Regulation, 29 CFR 4.1b and paragraph (g) of the clause at 52.222-41, Service Contract Act of 1965, as amended, the economic terms of that agreement will apply to the contract resulting from this solicitation, notwithstanding the absence of a wage determination reflecting such terms, unless it is determined that the agreement was not the result of arm's length negotiations or that after a hearing pursuant to section 4(c) of the Act, the economic terms of the agreement are substantially at variance with the wages prevailing in the area.

**I-4 FAR 52.223-11 - OZONE-DEPLETING SUBSTANCES (MAY 2001)**

(a) *Definitions.* "Ozone-depleting substance", as used in this clause, means any substance the Environmental Protection Agency designates in 40 CFR Part 82 as –

- (1) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or
- (2) Class II, including, but not limited to, hydrochlorofluorocarbons.

(b) The Contractor shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR Part 82, Subpart E, as follows:

WARNING

Contains (or manufactured with, if applicable) \*\_\_\_\_\_, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere.

\*The Contractor shall insert the name of the substance(s).

**PART I - THE SCHEDULE  
SECTION B  
SUPPLIES OR SERVICES AND PRICES/COSTS**

**B-1 SUPPLIES OR SERVICES AND PRICES/COSTS**

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT AMOUNT	TOTAL AMOUNT
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0001	MATERIALS: The Contractor shall furnish materials, supplies, and small equipment items required to perform services required under CLIN 0002 in accordance with Section C.			<b>NOT TO EXCEED</b> \$ 280,000.00	
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**FIRM FIXED PRICE IDIQ CLIN\***

0002	The Contractor shall provide labor at the burbened rates specified below and all materials and subcontracts to perform the services as specified in Attachment (1), Statement of Work (Par. 3.4). This work shall be performed on labor-hour basis as follows:			<b>NOT TO EXCEED</b> \$	
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**FIRM FIXED PRICE IDIQ CLIN\***

**BASE YEAR RATES**

ITEM NUMBER	OCCUPATION CODE	LABOR CATEGORY	BURDENED HOURLY RATE
000201	05190	Motor Vehicle Mechanic	
000202	31300	Taxi Driver	
000203	31362	Truck Driver, Medium Truck	
000204	31363	Truck Driver, HeavyTruck	
000205	31030	Bus Driver	

**2<sup>nd</sup> YEAR RATES**

ITEM NUMBER	OCCUPATION CODE	LABOR CATEGORY	BURDENED HOURLY RATE
000201	05190	Motor Vehicle Mechanic	
000202	31300	Taxi Driver	
000203	31362	Truck Driver, Medium Truck	
000204	31363	Truck Driver, HeavyTruck	
000205	31030	Bus Driver	

**3<sup>rd</sup> YEAR RATES**

ITEM NUMBER	OCCUPATION CODE	LABOR CATEGORY	BURDENED HOURLY RATE
000201	05190	Motor Vehicle Mechanic	
000202	31300	Taxi Driver	
000203	31362	Truck Driver, Medium Truck	
000204	31363	Truck Driver, HeavyTruck	
000205	31030	Bus Driver	

**4<sup>th</sup> YEAR RATES**

ITEM NUMBER	OCCUPATION CODE	LABOR CATEGORY	BURDENED HOURLY RATE
000201	05190	Motor Vehicle Mechanic	
000202	31300	Taxi Driver	
000203	31362	Truck Driver, Medium Truck	
000204	31363	Truck Driver, HeavyTruck	
000205	31030	Bus Driver	

**5<sup>th</sup> YEAR RATES**

ITEM NUMBER	OCCUPATION CODE	LABOR CATEGORY	BURDENED HOURLY RATE
000201	05190	Motor Vehicle Mechanic	
000202	31300	Taxi Driver	
000203	31362	Truck Driver, Medium Truck	
000204	31363	Truck Driver, HeavyTruck	
000205	31030	Bus Driver	

0003 Reports and Data as set forth in Exhibit A, DD 1423.

\*\*NSP

\*\*NSP

\* CONTRACT LINE ITEM NUMBER

\*\* Not Separately Priced

NOTES:

CLIN 0001: Material Handling at *(fill in at time of award)* will be allowed on CLIN 0002

CLIN 0002: Labor categories may be added as necessary for performance of the Statement of Work

**B-2 MINIMUM AND MAXIMUM QUANTITIES**

As contemplated by the contract clause entitled, "Indefinite Quantity", the minimum quantity that will be ordered by the Government during the effective period of the contract is **\$50,000.00** for both supplies and services, with a total cost to the Government of at least **\$50,000.00**.

The maximum quantity the Government may order during the effective period of the contract is **\$970,000.00** for both supplies and services, with a total cost to the Government not exceeding the total not-to-exceed amount stated in Section B-1, above.

The minimum and maximum quantities may consist of any combination of the items contained in Section B.

**SECTION C  
DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

**C-1** The work under this contract shall be performed in accordance with Attachment (1), Statement of Work, with Exhibit A, DD Form 1423, Contracts Data Requirements List, and all other Attachments cited in Section J, which are incorporated by reference into Section C.

**C-2 REQUIREMENTS FOR ON-SITE CONTRACTORS**

For those portions of the work under this contract performed at any NRL site, the contractor shall comply with the Requirements for On-Site Contractors dated 30 July 2004 which are hereby incorporated by reference. The full text is available at <http://heron.nrl.navy.mil/contracts/home.htm>

**SECTION D  
PACKAGING AND MARKING**

**D-1** Preservation, packaging, packing and marking of all deliverable contract line items must conform to normal commercial packing standards to assure safe delivery at destination.

**D-2** The Contractor shall mark all shipments under this contract in accordance with the edition of ASTM-D-3951-90 "Standard Practice for Commercial Packaging" in effect on the date of the contract.

**D-3** The Contractor shall comply with FED STD 313 (Symbols for Packages and Containers for Hazardous Industrial Chemical and Materials) to the extent applicable.

**SECTION E  
INSPECTION AND ACCEPTANCE**

**E-1 INSPECTION AND ACCEPTANCE CLAUSES BY REFERENCE:**

**FAR CLAUSE    TITLE**

52.246-4        -    Inspection Of Services - Fixed Price (AUG 1996)

52.246-16      -    Responsibility For Supplies (APR 1984)

**DFARS CLAUSE    TITLE**

252.246-7000   -    Material Inspection And Receiving Report (MAR 2003)

**E-2 INSPECTION AND ACCEPTANCE**

Inspection and acceptance of the final delivery will be accomplished by the Technical Manager (TM) or Contracting Officer Representative (COR) designated in Section G of this contract . Inspection and acceptance will be performed at the Naval Research Laboratory, Washington DC 20375-5320.

**SECTION F  
DELIVERIES OR PERFORMANCE**

**F-1 DELIVERIES OR PERFORMANCE CLAUSES BY REFERENCE:**

**FAR CLAUSE    TITLE**

52.242-15    -    Stop-Work Order (AUG 1989)  
52.242-17    -    Government Delay Of Work (APR 1984)  
52.247-34    -    F.O.B. Destination (NOV 1991)

**F-2 DELIVERIES OR PERFORMANCE**

(a)    The effective period of this contract during which delivery orders/task orders may be issued is from date of contract award through .

(b)    Each delivery order/task order shall specify the period of performance.

(c)    All deliverables required under each order shall be shipped FOB Destination, Naval Research Laboratory, Washington DC 20375-5320, consigned to:

Contracting Officer's Representative

\*

Naval Research Laboratory

Contract Number : \*

Delivery Order Number: \_\_\_\_\_

Building: \*      Code: \*

4555 Overlook Avenue, SW

Washington DC 20375-5320

(d)    The principal place of performance of this contract shall be NRL, Washington, DC.

**SECTION G**  
**CONTRACT ADMINISTRATION DATA**

**G-1 PROCURING OFFICE REPRESENTATIVE**

In order to expedite administration of the contract, the Administrative Contracting Officer (ACO) will direct inquiries to the appropriate office listed below. Please do not direct routine inquiries to the person listed in Item 20A on Standard Form 26.

Security Matters- Contracting Officer for Security, Code 1221, (202) 767-2240, DSN 297-2240, email security-group@nrl.navy.mil

Safety Matters- Head, Safety Branch, Code 3540, (202)767-2232, DSN 297-2232, , email safety@nrl.navy.mil

Patent Matters- Associate Counsel (Intellectual Property), Code 1008.2, (202)404-1552, DSN 297-1552, email patents@nrl.navy.mil

Release of Data- Public Affairs Officer, Code 1030 (202) 767-2541, DSN 297-2541, email publicaffairs@nrl.navy.mil

**G-2 INVOICING INSTRUCTIONS - ORDERS PAID BY DFAS CHARLESTON (N68892)**

Submit Invoices to the address shown in Block 13 of the face page of the order.

NRL orders paid by DFAS Charleston cannot be paid through Wide Area Workflow.

**G-3 CONTRACTING OFFICER'S REPRESENTATIVE (COR) - FUNCTIONS AND LIMITATIONS**

\* is hereby designated the cognizant COR who will represent the Contracting Officer in the administration of technical details within the scope of this contract and inspection and acceptance. The COR is not otherwise authorized to make any representations or commitments of any kind on behalf of the Contracting Officer or the Government. The COR does not have the authority to alter the Contractor's obligations or change the specifications in the contract. If, as a result of technical discussions, it is desirable to alter contract obligations or statements of work, a modification must be issued in writing and signed by the Contracting Officer. The COR is responsible for reviewing the bills and charges submitted by the Contractor and informing the ACO of areas where exceptions are to be taken.

( \* To be filled in at time of award)

**G-4 INCREMENTAL FUNDING**

Orders issued under this contract may be incrementally funded. Incrementally funded orders will contain a provision substantially as follows:

**TASK ORDER CEILING PRICE**

(a) The amount of \$\* is presently available for payment and allotted to this order. This amount is the ceiling price that the contractor shall not exceed except at its own risk. It is estimated that this amount is sufficient for performance of the order through \* .

(b) The not-to-exceed price stated in Section B is the Government's estimate of the price of the maximum labor and materials required to perform this order. The parties contemplate that the Government will allot additional funds incrementally to the order up to the full not-to-exceed amount or to a lesser amount necessary to perform the order.

(c) The Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination for the Government's convenience, approximates the total amount currently allotted to the order. The Contractor will not be obligated to continue work beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the order regardless of anything to the contrary in any other clause or provision of this order.

(d) The Contractor shall notify the Contracting Officer in writing at least sixty days prior to the date when, in the Contractor's best judgment, the work under the order will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate the total amount then allotted to the contract. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance through the current period of performance or to a mutually agreed upon substitute date. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer, upon the Contractor's written request, will terminate the order on that date in accordance with the provisions of the Termination clause of this contract.

(e) If, solely by reason of failure of the Government to allot additional funds in amounts sufficient for timely performance of the order, the Contractor incurs additional costs or is delayed in the performance of the work under this order and if additional funds are allotted, an equitable adjustment will be made in the price or in the period of performance, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the order.

(g) Nothing in this clause affects the rights of the Government to terminate this order pursuant to other clause or provisions of this contract.

( \* To be filled in at time of award)

**G-5 ACCOUNTING AND APPROPRIATION DATA**

Each delivery order/task order will contain the accounting and appropriation data for payment under the contract.

**G-6 INFORMATION REQUIRED FOR SUBMISSION OF EACH ORDER**

- (a) The COR or TM assigned in Section G will provide the contractor with a Statement of Work (SOW) for each order. The Contractor shall provide the COR or TM with a proposal in response to the SOW. The COR or TM will prepare an acquisition package and forward to the NRL Contracting Division for issuance of an order.
- (b) Direct Labor Hours, travel and material costs are subject to negotiation prior to award. In order to fully evaluate each order proposal, the contractor shall provide the following as applicable:
  - (1) A time phased (e.g., monthly, quarterly, etc.) breakdown of direct labor by labor category.
  - (2) A complete breakdown for travel identifying each cost mode of travel and the reason for the travel proposed.
  - (3) A complete list of all material including quantity and cost. The contractor shall provide specific documentation to serve as the basis for price verification (i.e., vendor quotations, invoices, published price lists, GSA schedule lists, etc.).

**SECTION H  
SPECIAL CONTRACT REQUIREMENTS****H-1 TYPE OF CONTRACT**

(To be filled in at time of award)

**H-2 REPRESENTATIONS AND CERTIFICATIONS**

The Contractor's completed Representations, Certifications, and Other Statements of Offerors or Respondents is incorporated herein by reference in any resultant award.

**H-3 ONR 5252.237-9705 - KEY PERSONNEL (DEC 88)**

- (a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.
- (b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least thirty (30) days in advance (sixty (60) days if security clearance must be obtained) of any proposed substitution and provide the information required by paragraph (c) below.

(c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor of his/her approval or disapproval thereof.

(d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel:

(\*To be filled in at time of award)

<b>*Labor Category</b>	<b>First/M/Last Name</b>
Project Manager	
Master Mechanics	

**H-4 ELECTRONIC AND INFORMATION TECHNOLOGY (EIT)**

In accordance with Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d), all EIT supplies and services provided under this contract must comply with the applicable accessibility standards issued by the Architectural and Transportation Barriers Compliance Board at 36 CFR part 1194 (see FAR Subpart 39.2). Electronic and information technology (EIT) is defined at FAR 2.101.

**H-5 USE OF GOVERNMENT FACILITIES/EQUIPMENT**

In accordance with FAR 45.404 and the performance of work hereunder, the Government shall furnish to the contractor on a rent-free, non interference basis, the use of physical space and equipment listed in Attachment (1) provided such equipment/facilities may only be used to the extent that such use does not interfere with the performance of the contract for which the equipment was originally provided. The following additional Government facilities/equipment will be available for use by the Contractor.

**(a) NRL Building No.: 36 Office/Material Storage/Open Bays**

The Statement of Work, Attachment (1), with Enclosures contains a listing of tools and equipment, which will be provided for use in the performance of work hereunder. The Contractor and the COR shall conduct a joint inventory prior to commencing work under this contract to determine the exact number and serviceability of Government furnished equipment. The Contractor shall then certify the finding of this inventory and shall assume accountability and subsequently report inventory discrepancies to the COR in accordance with FAR Part 45 and the DD Form 1423 A033 - Government Furnished Equipment Inventory.

**H-6 UTILITIES**

Water, sewer, and electrical utilities will be furnished to the Contractor in support of the Government furnished facilities at no cost to the Contractor. The Contractor shall be required to conserve utilities. The Government will provide for on-station telephone service. The Contractor shall provide and pay for off-station telephone service.

**H-7 JANITORIAL SERVICES**

Janitorial services will not be provided for those facilities used by the Contractor personnel in the performance of work under this contract. The contractor shall provide all services and supplies necessary to maintain areas provided in a clean, neat and orderly manner.

**H-8 APPLICABLE COLLECTIVE BARGAINING AGREEMENT**

The Contractor shall be required to pay minimum wages in accordance with the Collective Bargaining Agreement (CBA) of the Union of : Drivers, Chauffers, and Helpers Local Union #639 affiliated with the International Brotherhood of Teamsters. The CBA dated 01 Jan 2006 Is hereby incorporated as Attachment Number (5) in Section J.

**PART II - CONTRACT CLAUSES  
SECTION I  
CONTRACT CLAUSES**

**I-1 FAR 52.252-2 - CLAUSES INCORPORATED BY REFERENCE (FEB 1998)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.acqnet.gov/far>  
<http://heron.nrl.navy.mil/contracts/home.htm>

**a. FEDERAL ACQUISITION REGULATION CLAUSES****FAR CLAUSE    TITLE**

52.202-1	-	Definitions (JUL 2004)
52.203-3	-	Gratuities (APR 1984)
52.203-5	-	Covenant Against Contingent Fees (APR 1984)
52.203-6	-	Restrictions On Subcontractor Sales To The Government (JUL 1995)
52.203-7	-	Anti-Kickback Procedures (JUL 1995)
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)

- 52.203-12 - Limitation On Payments To Influence Certain Federal Transactions (JUN 2003)
- 52.204-2 - Security Requirements (AUG 1996)
- 52.204-4 - Printed Or Copied Double-Sided On Recycled Paper (AUG 2000)
- 52.204-7 - Central Contractor Registration (OCT 2003)
- 52.204-9 - Personal Identity Verification Of Contractor Personnel (JAN 2006)
- 52.209-6 - Protecting The Government's Interest When Subcontracting With Contractors Debarred, Suspended, Or Proposed For Debarment (JAN 2005)
- 52.211-5 - Material Requirements (AUG 2000)
- 52.211-15 - Defense Priority And Allocation Requirements (SEP 1990)
- 52.215-2 - Audit And Records-Negotiation (JUN 1999)
- 52.215-8 - Order Of Precedence - Uniform Contract Format (OCT 1997)
- 52.215-14 - Integrity Of Unit Prices (OCT 1997)
- 52.215-15 - Pension Adjustments And Asset Reversions (OCT 2004)
- 52.215-17 - Waiver Of Facilities Capital Cost Of Money(OCT 1997) ( *will be included if the successful offeror does not propose facilities capital cost of money*)
- 52.215-18 - Reversion Or Adjustment Of Plans For Post-Retirement Benefits (PRB) Other Than Pensions (JUL 2005)
- 52.215-19 - Notification Of Ownership Changes (OCT 1997)
- 52.215-21 - Requirements For Cost Or Pricing Data Or Information Other Than Cost Or Pricing Data -Modifications (OCT 1997)
- 52.219-4 - Notice Of Price Evaluation Preference For HUBZone Small Business Concerns (JUL 2005)  Offeror elects to waive the evaluation preference.
- 52.219-8 - Utilization Of Small Business Concerns (MAY 2004)
- 52.219-9 - Small Business Subcontracting Plan (JUL 2005) Alternate II (OCT 2001)
- 52.219-16 - Liquidated Damages - Subcontracting Plan (JAN 1999)
- 52.222-3 - Convict Labor (JUN 2003)
- 52.222-4 - Contract Work Hours And Safety Standards Act-Overtime Compensation (JUL 2005)
- 52.222-19 - Child Labor – Cooperation With Authorities And Remedies (JUN 2004)
- 52.222-20 - Walsh-Healey Public Contracts Act (DEC 1996)
- 52.222-21 - Prohibition of Segregated Facilities (FEB 1999)
- 52.222-26 - Equal Opportunity (APR 2002)
- 52.222-35 - Equal Opportunity For Special Disabled Veterans, Veterans Of The Vietnam Era, And Other Eligible Veterans (DEC 2001)
- 52.222-36 - Affirmative Action For Workers With Disabilities (JUN 1998)
- 52.222-37 - Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, And Other Eligible Veterans (DEC 2001)
- 52.222-39 - Notification Of Employee Rights Concerning Payment Of Union Dues Or Fees (DEC 2004)
- 52.222-41 - Service Contract Act Of 1965, As Amended (MAY 1989)
- 52.222-44 - Fair Labor Standards Act And Service Contract Act - Price Adjustment (FEB 2002)
- 52.223-3 - Hazardous Material Identification And Material Safety Data (JAN 1997)
- 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)

- 52.225-13 - Restrictions On Certain Foreign Purchases (DEC 2003)
- 52.227-1 - Authorization And Consent (JUL 1995)
- 52.227-2 - Notice And Assistance Regarding Patent And Copyright Infringement (AUG 1996)
- 52.227-3 - Patent Indemnity (APR 1984)
- 52.228-5 - Insurance - Work on a Government Installation (JAN 1997)
- 52.229-3 - Federal, State, And Local Taxes (APR 2003)
- 52.230-2 - Cost Accounting Standards (APR 1998)
- 52.230-3 - Disclosure And Consistency Of Cost Accounting Practices (APR 1998)
- 52.230-6 - Administration Of Cost Accounting Standards (APR 2005)
- 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 (JUN 1996)
- 52.232-23 - Assignment Of Claims (JAN 1986)
- 52.232-25 - Prompt Payment (OCT 2003)
- 52.232-33 - Payment By Electronic Funds Transfer-Central Contractor Registration (OCT 2003)
- 52.233-1 - Disputes (JUL 2002)
- 52.233-3 - Protest After Award (AUG 1996)
- 52.233-4 - Applicable Law For Breach Of Contract Claim (OCT 2004)
- 52.237-2 - Protection Of Government Buildings, Equipment, And Vegetation (APR 1984)
- 52.237-3 - Continuity Of Services (JAN 1991)
- 52.239-1 - Privacy Or Security Safeguards (AUG 1996)
- 52.242-13 - Bankruptcy (JUL 1995)
- 52.243-1 - Changes - Fixed Price (AUG 1987) Alternate II (APR 1984)
- 52.244-6 - Subcontracts For Commercial Items (FEB 2006)
- 52.245-2 - Government Property (Fixed-Price Contracts) (JUN 2003)
- 52.245-9 - Use And Charges (APR 1984)(DEVIATION)
- 52.245-19 - Government Property Furnished "As Is" (APR 1984)
- 52.246-25 - Limitation Of Liability - Services (FEB 1997)
- 52.247-66 - Returnable Cylinders (MAY 1994)
- 52.248-1 - Value Engineering (FEB 2000)
- 52.249-4 - Termination For Convenience Of The Government (Services) (Short Form) (APR 1984)
- 52.249-8 - Default (Fixed-Price Supply And Service) (APR 1984)
- 52.251-1 - Government Supply Sources (APR 1984)
- 52.252-6 - Authorized Deviations In Clauses (APR 1984) fill in Defense Federal Acquisition Regulation Supplement (48 CFR Chapter 2);
- 52.253-1 - Computer Generated Forms (JAN 1991)

**DFARS CLAUSE    TITLE**

- 252.201-7000 - Contracting Officer's Representative (DEC 1991)
- 252.203-7001 - Prohibition On Persons Convicted Of Fraud Or Other Defense Contract Related Felonies (DEC 2004)
- 252.204-7000 - Disclosure Of Information (DEC 1991)
- 252.204-7003 - Control Of Government Personnel Work Product (APR 1992)
- 252.204-7004 - Alternate A (NOV 2003)
- 252.204-7005 - Oral Attestation Of Security Responsibilities (NOV 2001)
- 252.205-7000 - Provision Of Information To Cooperative Agreement Holders (DEC 1991)
- 252.209-7004 - Subcontracting With Firms That Are Owned Or Controlled By The Government Of A Terrorist Country (MAR 1998)
- 252.219-7003 - Small, Small Disadvantaged And Women-Owned Small Business Subcontracting Plan (DoD Contracts) (APR 1996)
- 252.223-7001 - Hazard Warning Labels (DEC 1991)
- 252.223-7004 - Drug-Free Work Force (SEP 1988)
- 252.223-7006 - Prohibition On Storage And Disposal Of Toxic And Hazardous Materials (APR 1993)
- 252.225-7001 - Buy American Act And Balance Of Payments Program (JUN 2005)
- 252.225-7002 - Qualifying Country Sources As Subcontractors (APR 2003)
- 252.225-7012 - Preference For Certain Domestic Commodities (JUN 2004)
- 252.225-7013 - Duty-Free Entry (JUN 2005)
- 252.225-7014 - Preference For Domestic Specialty Metals (JUN 2005)
- 252.225-7015 - Restriction On Acquisition Of Hand Or Measuring Tools (JUN 2005)
- 252.225-7016 - Restriction On Acquisition Of Ball And Roller Bearings (JUN 2005)
- 252.225-7025 - Restriction On Acquisition Of Forgings (JUN 2005)
- 252.225-7031 - Secondary Arab Boycott Of Israel (JUN 2005)
- 252.226-7001 - Utilization of Indian Organizations, Indian-Owned Economic Enterprises, And Native Hawaiian Small Business Concerns (SEP 2004)
- 252.227-7013 - Rights In Technical Data--Noncommercial Items (NOV 1995)
- 252.227-7016 - Rights In Bid or Proposal Information (JUN 1995)
- 252.227-7030 - Technical Data--Withholding Of Payment (MAR 2000)
- 252.227-7037 - Validation Of Restrictive Markings On Technical Data (SEP 1999)
- 252.231-7000 - Supplemental Cost Principles (DEC 1991)
- 252.232-7003 - Electronic Submission Of Payment Requests (JAN 2004)
- 252.232-7010 - Levies On Contract Payments (SEP 2005)
- 252.242-7004 - Material Management And Accounting System (NOV 2005)
- 252.243-7001 - Pricing Of Contract Modifications (DEC 1991)
- 252.243-7002 - Requests For Equitable Adjustment (MAR 1998)
- 252.244-7000 - Subcontracts For Commercial Items And Commercial Components (DOD Contracts) (NOV 2005)
- 252.245-7001 - Reports Of Government Property (MAY 1994)
- 252.247-7023 - Transportation Of Supplies By Sea (MAY 2002)
- 252.247-7024 - Notification Of Transportation Of Supplies By Sea (MAR 2000)
- 252.251-7000 - Ordering From Government Supply Sources (OCT 2002)

**I-2 FAR 52.222-42 - STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)**

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

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

Employee Class	Monetary Wage-Fringe Benefits
05190 - Motor Vehicle Mechanic	\$21.91
31300 - Taxi Driver	\$12.71
31362 - Truckdriver, Medium Truck	\$17.09
31363 - Truckdriver, Heavy Truck	\$19.02
31030 - Bus Driver	\$19.02

THE CURRENT WAGE DETERMINATION AT THE DATE OF CONTRACT AWARD WILL BE INCORPORATED IN THE RESULTANT CONTRACT

**I-3 52.222-47 SCA MINIMUM WAGES AND FRINGE BENEFITS APPLICABLE TO SUCCESSOR CONTRACT PURSUANT TO PREDECESSOR CONTRACTOR COLLECTIVE BARGAINING AGREEMENTS (CBA).**

SERVICE CONTRACT ACT (SCA) MINIMUM WAGES AND FRINGE BENEFITS (MAY 1989)

An SCA wage determination applicable to this work has been requested from the U.S. Department of Labor. If an SCA wage determination is not incorporated herein, the bidders/offerors shall consider the economic terms of the Collective Bargaining Agreement (CBA) between the incumbent contractor Government Contracting Resources, Inc., and the Union of : Drivers, Chauffers, and Helpers Local Union #639 affiliated with the International Brotherhood of Teamsters. If the economic terms of the collective bargaining agreement or the collective bargaining agreement itself is not attached to the solicitation, copies can be obtained from the Contracting Officer. Pursuant to Department of Labor regulation, 29 CFR 4.1b and paragraph (g) of the clause at 52.222-41, Service Contract Act of 1965, as amended, the economic terms of that agreement will apply to the contract resulting from this solicitation, notwithstanding the absence of a wage determination reflecting such terms, unless it is determined that the agreement was not the result of arm's length negotiations or that after a hearing pursuant to section 4(c) of the Act, the economic terms of the agreement are substantially at variance with the wages prevailing in the area.

**I-4 FAR 52.223-11 - OZONE-DEPLETING SUBSTANCES (MAY 2001)**

(a) *Definitions.* "Ozone-depleting substance", as used in this clause, means any substance the Environmental Protection Agency designates in 40 CFR Part 82 as –

(3) Class I, including, but not limited to, chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or

(4) Class II, including, but not limited to, hydrochlorofluorocarbons.

(b) The Contractor shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR Part 82, Subpart E, as follows:

**WARNING**

Contains (or manufactured with, if applicable) \*\_\_\_\_\_, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere.

\*The Contractor shall insert the name of the substance(s).

**I-5 FAR 52.216-18 ORDERING (OCT 1995)**

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from **date of award through five (5) years thereafter.**

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

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

**I-6 FAR 52.216-19 ORDER LIMITATIONS (OCT 1995)**

- (a) *Minimum order.* When the Government requires supplies or services covered by this contract in an amount of less than **\$2,500.00**, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.
- (b) *Maximum order.* The Contractor is not obligated to honor -
- (1) Any order for a single item in excess of **\$200,000.00**.
  - (2) Any order for a combination of items in excess of **\$400,000.00**; or
  - (3) A series of orders from the same ordering office within **five (5) days** that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.
- (c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.
- (d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within **three (3)** days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

**I-7 FAR 52.216-22 INDEFINITE QUANTITY (OCT 1995)**

- (a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.
- (b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum". The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum".
- (c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.
- (d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after **six (6) months after the completion of the contract**.

**PART III - LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS**  
**SECTION J**  
**LIST OF ATTACHMENTS**

- J-1** Attachment (1) - Statement of Work -18 pages/ with Enclosures 1 through 8 -22 Pages and Exhibit A - DD Form 1423, Contract Data Requirements - 7 Pages.
- J-2** Attachment (2) – Performance Requirements Summary Table – 2 Pages
- J-3** Attachment (3) – Collective Bargaining Agreement between Government Contracting Resources (CGR) and Teamsters Local 639, effective 01 Jan 2006, pages 1 through 28.
- J-4** Attachment (4) – DD Form 254: Security Classification Requirements, Serial No.001-06, Dated 18 Jan 2006 – 2 Pages
- J-5** Attachment (5) – Personnel Qualifications – 1 Page
- J-6** Attachment (6) - Accounting and Appropriation Data. 1 page. \*

*(\* To be included at time of award)*

**PART IV - REPRESENTATIONS AND INSTRUCTIONS**  
**SECTION K**  
**REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS OR**  
**RESPONDENTS**

**K-1 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS**

In accordance with FAR 4.1201, prospective contractors must complete electronic annual federal representations and certifications via the Online Representations and Certifications Application (ORCA) at <http://orca.bpn.gov> in conjunction with required registration in the Central Contractor Registration (CCR) <http://www.ccr.gov> database. The representations and certification must be updated as necessary, but at least annually, to ensure they are kept current, accurate and complete.

In addition, each offeror must submit completed DFARS and contract specific Representations, Certifications, and Other Statements Of Offerors or Respondents with its proposal which is available electronically in full text at <http://heron.nrl.navy.mil/contracts/repandcerts.htm> .

Use Contract Representations and Certifications: A

**K-2 FILL IN FOR FAR 52.219-1 - SMALL BUSINESS PROGRAM REPRESENTATIONS (MAR 2001)**

**The fill in information is as follows:**

- (a) (1) The NAICS code for this acquisition is **561210**  
(2) The small business size standard is **\$30,000,000.00**

**SECTION L  
INSTRUCTIONS, CONDITIONS, AND NOTICES  
TO OFFERORS OR RESPONDENTS**

**L-1 FAR 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://www.acqnet.gov/far>  
<http://heron.nrl.navy.mil/contracts/home.htm>

**FAR CLAUSE    TITLE**

- |           |   |   |
|-----------|---|---|
| 52.204-6  | - | Data Universal Numbering System (DUNS) Number (OCT 2003)  |
| 52.204-8  | - | Annual Representations and Certifications (JAN 2005)  |
| 52.214-34 | - | Submission Of Offers In The English Language (APR 1991)   |
| 52.214-35 | - | Submission Of Offers In U.S. Currency (APR 1991)  |
| 52.215-1  | - | Instructions To Offerors- Competitive Acquisition (JAN 2004)  |
| 52.215-5  | - | Facsimile Proposals (OCT 1997)<br>Paragraph (c) is completed as follows: (202) 767-6197 (primary) or (202) 767-0494 (alternate). In addition proposals may be transmitted by e-mail to <a href="mailto:jerry.riles@nrl.navy.mil">jerry.riles@nrl.navy.mil</a> (primary) in either Microsoft Word (version 97 or earlier) or pdf format. |
| 52.215-16 | - | Facilities Capital Cost Of Money (JUN 2003)   |
| 52.237-1  | - | Site Visit (APR 1984)   |

**DFAR CLAUSE TITLE**

- |              |   |  |
|--------------|---|--|
| 252.209-7001 | - | Disclosure Of Ownership Or Control By The Government Of A Terrorist Country (MAR 1998) |
|--------------|---|--|

**L-2 INSTRUCTIONS FOR SUBMISSION OF PROPOSALS/OFFERS**

All proposals shall be submitted in accordance with FAR 52.215-1- *Instructions to Offerors- Competitive Acquisition*. Proposals/offers submitted in paper media through the United States Postal Service (USPS) or overnight delivery services shall be addressed :

**Contracting Officer, ATTN: Mr. Jerry Riles, Code 3230**  
**RFP No. N00173-06-R-JR03                      Closing Date: 08 May 06                      Time: 1600 est**  
**Naval Research Laboratory**  
**4555 Overlook Avenue, S.W.**  
**Washington, D.C. 20375**

Proposals may be hand delivered to the Contracting Office, NRL, 4555 Overlook Avenue, S.W., Washington, D.C. 20375, Building 222, Room 115 between the hours of 8AM until 4PM, local time, excluding weekends and federal holidays. NRL is a controlled-access facility. Photo identification will be required. Report first to Building 72, Visitor Control for access to NRL. After receiving a Visitor Pass, proceed directly to Building 222, Room 115, Contracting Office Receptionist to deliver the proposal. All offerors shall allow sufficient time for delivery of their proposal to the Contracting Office prior to the closing date and time announced in the solicitation. Directions and additional information about NRL is available at <http://www.nrl.navy.mil/aboutdc.htm>

If facsimile proposals are authorized, contracting officers may request offeror(s) to provide the complete; original signed proposal at a later date.

**L-3 FAR 52.211-14 - NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)**

Any contract awarded as a result of this solicitation will be a  DX rated order;  DO rated order certified for national use under the Defense Priorities and Allocations system (DPAS) (15 CFR 700), and the Contractor will be required to follow all of the requirements of this regulation.

**L-4 FAR 52.215-20 REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA (OCT 1997)ALTERNATE IV (OCT 1997)**

- (a) Submission of cost or pricing data is not required.
- (b) Provide information described below :  
Offerors should provide information to enable the Contracting Officer to determine that the proposed price is fair and reasonable. Such information could include published price lists, information on previous sales of the same of similar items, or the projected costs of fabricating and installing the item (material costs, labor costs, etc).

**L-5 FAR 52.216-1 - TYPE OF CONTRACT (APR 1984)**

The Government contemplates award of a Firm Fixed Price Services contract AND a Firm Fixed Price IDIQ Services contract resulting from this solicitation. Both contracts will be awarded to a single offeror. This is done for administrative purposes only.

**L-6 FAR 52.233-2 - SERVICE OF PROTEST (AUG 1996)**

(a) Protests, as defined in Section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO) shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from the Control Desk, Code 3200, Bldg. 222, Rm. 115, Naval Research Laboratory, 4555 Overlook Ave., S.W., Washington DC 20375-5326.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

**L-7 DFARS 252.227-7017 - IDENTIFICATION AND ASSERTION OF USE, RELEASE, OR DISCLOSURE RESTRICTIONS (JUN 1995)**

- (a) The terms used in this provision are defined in following clause or clauses contained in this solicitation—
- (1) If a successful offeror will be required to deliver technical data, the Rights in Technical Data--Noncommercial Items clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause.
  - (2) If a successful offeror will not be required to deliver technical data, the Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause.
- (b) The identification and assertion requirements in this provision apply only to technical data, including computer software documents, or computer software to be delivered with other than unlimited rights. For contracts to be awarded under the Small Business Innovative Research Program, the notification requirements do not apply to technical data or computer software that will be generated under the resulting contract. Notification and identification is not required for restrictions based solely on copyright.
- (c) Offers submitted in response to this solicitation shall identify, to the extent known at the time an offer is submitted to the Government, the technical data or computer software that the Offeror, its subcontractors or suppliers, or potential subcontractors or suppliers, assert should be furnished to the Government with restrictions on use, release, or disclosure.
- (d) The Offeror's assertions, including the assertions of its subcontractors or suppliers or potential subcontractors or suppliers shall be submitted as an attachment to its offer in the following format, dated and signed by an official authorized to contractually obligate the Offeror:

Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software.

The Offeror asserts for itself, or the persons identified below, that the Government's rights to use, release, or disclose the following technical data or computer software should be restricted:

Technical Data or Computer Software to be Furnished With Restrictions*	Basis for Assertion **	Asserted Rights Category ***	Name of Person Asserting Restrictions****
(List)*****	(List)	(List)	(List)

\* For technical data (other than computer software documentation) pertaining to items, components, or processes developed at private expense, identify both the deliverable technical data and each such items, component, or process. For computer software or computer software documentation identify the software or documentation.

\*\* Generally, development at private expense, either exclusively or partially, is the only basis for asserting restrictions. For technical data, other than computer software documentation, development refers to development of the item, component, or process to which the data pertain. The Government's rights in computer software documentation generally may not be restricted. For computer software, development refers to the software. Indicate whether development was accomplished exclusively or partially at private expense. If development was not accomplished at private expense, or for computer software documentation, enter the specific basis for asserting restrictions.

\*\*\* Enter asserted rights category (e.g., government purpose license rights from a prior contract, rights in SBIR data generated under another contract, limited, restricted, or government purpose rights under this or a prior contract, or specially negotiated licenses).

\*\*\*\* Corporation, individual, or other person, as appropriate.

\*\*\*\*\* Enter "none" when all data or software will be submitted without restrictions.

Date \_\_\_\_\_  
 Printed Name and Title \_\_\_\_\_  
 Signature \_\_\_\_\_

(End of identification and assertion)

- (e) An offeror's failure to submit, complete, or sign the notification and identification required by paragraph (d) of this provision with its offer may render the offer ineligible for award.
- (f) If the Offeror is awarded a contract, the assertions identified in paragraph (d) of this provision shall be listed in an attachment to that contract. Upon request by the Contracting Officer, the Offeror shall provide sufficient information to enable the Contracting Officer to evaluate any listed assertion.

**L-8 DFARS 252.227-7028 - TECHNICAL DATA OR COMPUTER SOFTWARE PREVIOUSLY DELIVERED TO THE GOVERNMENT (JUN 1995)**

The Offeror shall attach to its offer an identification of all documents or other media incorporating technical data or computer software it intends to deliver under this contract with other than unlimited rights that are identical or substantially similar to documents or other media that the Offeror has produced for, delivered to, or is obligated to deliver to the Government under any contract or subcontract. The attachment shall identify - -

- (a) The contract number under which the data or software were produced;
- (b) The contract number under which, and the name and address of the organization to whom, the data or software were most recently delivered or will be delivered; and
- (c) Any limitations on the Government's rights to use or disclose the data or software, including, when applicable, identification of the earliest date the limitations expire.

**L-9 GOVERNMENT-FURNISHED PROPERTY**

No material, labor, or facilities will be furnished by the Government unless provided for in the solicitation.

**L-10 INQUIRIES CONCERNING THE RFP**

Any questions concerning the RFP must be submitted in writing to the Contracting Officer representative at the location noted in blocks 7 and 10 of the Standard Form 33, *Solicitation, Offer and Award*, no less than fifteen days before closing. The Government will not consider questions after this date. Offerors are cautioned against directing any questions concerning this RFP to technical personnel at the Naval Research Laboratory.

**L-11 PROPOSAL ORGANIZATION**

- (1) Information for the technical/management proposal shall be placed in Volume I and be completely separate from the business proposal (Volume II).
- (2) Proposal Format and Length - No attempt is made to restrict the proposal format and style. However, the proposal should be written and organized so as to be compatible with the RFP. Offerors are encouraged to use recycled paper and maximize the use of double sided copying when preparing responses to solicitations.
- (3) Offerors are encouraged to submit an electronic copy of their proposal on a PC Formatted disk or a CD ROM in addition to their paper hard copies.

**L-12 VOLUME I - TECHNICAL/MANAGEMENT PROPOSAL****REQUIRED COPIES: 1 ORIGINAL AND 3 COPIES .**

- (1) Include a matrix indicating proposed labor hours by skill category required to perform the statement of work.
- (2) The following information is required for evaluation of your technical/management :

**1. COMPANY EXPERIENCE:**

Proposals should provide a narrative description of company experience on projects with technical tasks identical or similar to those required in the Statement of Work. This description should clearly show the relationship between the company's experience and the particular tasks required and provide details such as project descriptions, complexity, and identification of the customers where work was performed. Providing information on the size of relevant projects and their demonstrated success in providing adequate service. Provide a detailed explanation with itemized and specific steps used to prevent "repair-by-replacement" syndrome. The contractor should explain what steps will be taken to ensure equipment repairs are not corrected by just simply replacing with new.

**2. UNDERSTANDING OF THE REQUIREMENT:**

Proposal should include a narrative which clearly shows the contractor's commitment to provide services to the customer. Authority of the Program Manager to commit the resources of the company should be detailed. Proposals should detail an understanding of the importance of transportation equipment management, operation, and maintenance of the equipment in a research and development environment.

**3. PROCURE MATERIAL SERVICES:**

Proposals should provide a narrative describing the extent of the Offerors ability to purchase materials/parts directly from the manufacturer in lieu of going through small local suppliers. The proposal should demonstrate a commitment to expedite deliveries via air express or sending a vehicle to the source for pick-up or other means. The proposal should provide names and specialized companies with whom the Offeror has current contracts and the level of effort the specialized company is willing to commit. The Offeror should include examples of contacts directly with manufacturers. The Offerors should provide references from sub-contractors.

**4. QUALIFICATION OF PROJECT PERSONNEL:**

Proposals should provide convincing proof that it has or has the ability to obtain personnel with relevant experience in the technical areas described in the Personnel Qualifications. The proposal should detail the commitment of key personnel to ensure continuation of equipment/system operation. The proposal should include resumes of key personnel with education level, and experience both general and project related. The proposal shall detail the availability of sufficient key project professional and technical personnel by the prime contractor and proposed subcontractors.

**5. PAST PERFORMANCE INFORMATION:**

(a) Offerors shall submit the following information as part of their proposal. (Offerors are encouraged to submit the information prior to other parts of the proposal to assist the government in reducing the length of the evaluation period.) List the last five (5) contracts or subcontracts completed by the offeror or predecessor companies during the past three (3) years for services similar in nature to this requirement. Include in the five (5) any current contracts or subcontracts for similar services that were awarded at least one year prior to the date of this solicitation. Offerors that have no similar previous or current contracts should provide the requested information for proposed subcontractors that will perform major or critical aspects of the requirement or for the proposed project manager or key personnel responsible for major or critical aspects of the requirement.

1. Name of contracting organization.
2. Contract number
3. Contract type
4. Total contract value
5. Description of the contract work
6. Contracting officer and telephone number
7. Contracting officer's representative, program manager, or similar official and telephone number

(b) Offerors shall contact the contracting organizations identified pursuant to paragraph (a) as soon as possible and request them to send past performance information on the identified contracts to the address in Block 7 of the face page of this solicitation. The past performance report which is available electronically in full text at <http://heron.nrl.navy.mil/contracts/home.htm> is to be provided to the contracting organization for this purpose. If the contracting organization has already collected past performance information on the contract pursuant to FAR Subpart 42.15, the format used to collect the information may be used instead of the past performance report.

(c) Offerors may include in their proposals specific information relating to problems encountered in performing the identified contracts and any corrective actions by the offeror. Offerors should not provide general information on their performance on the identified contracts as this will be obtained from the contracting organizations.

## **L-13 VOLUME II - BUSINESS PROPOSAL**

### **REQUIRED COPIES: 1 ORIGINAL AND 3 COPIES**

#### **(1) PRICE PROPOSAL**

(a) The offeror shall submit a business proposal that includes a price proposal with supporting information. The supporting breakdown should include such elements as materials, direct labor, indirect cost, and other costs such as travel. The offeror shall provide exhibits as necessary to substantiate the price.

(b) The Contractor shall support the materials handling cost if proposed

(c) JR03A (Firm-Fixed Price): The cost backup for the FFP portion should include prices per equipment types

(d) JR03B (IDIQ): The contractor shall provide the labor category base, indirect costs, and profit to justify each fully burdened hourly rate.

#### **(2) SMALL BUSINESS PARTICIPATION**

(a) In addition to complying with the clause at FAR 52.219-9, Small Business Subcontracting Plan (JAN 2002) with its Alternate II (OCT 2000), proposals must include information to permit evaluation of the extent of participation of small businesses and historical black colleges or universities and minority institutions in performance of the contract. Participation to be identified may be in the form of a joint venture, teaming arrangement, or subcontract. Small business concerns that are not required by FAR 52.219-9 to submit a subcontracting plan must indicate the extent to which proposed joint ventures, teaming arrangements, or subcontracts are with historically black colleges or universities and minority institutions. Information provided should include the extent of participation of such firms in terms of the value of the total acquisition and the complexity and variety of the work such firms are to perform.

**L-14 SITE VISIT****OFFERORS MAY PROPOSE WITHOUT ATTENDING THE SITE VISIT**

A site visit will be conducted on 13 April 2006 at 9:00 a.m. and/or 1:00 p.m.

Offerors are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute ground for a claim after contract award.

Questions **WILL NOT** be answered during the site visit. All questions shall be submitted in writing at the site visit or within one week of the site visit via telecopies (202) 767-6197. You are required to supply your own writing materials. Inquires should contain the Solicitation Number (N00173-06-R-JR03) and must be addressed to the attention of Code 3230.JR, Mr. Jerry Riles.

To make arrangements to attend, offerors should contact Mr. Jerry Riles, Contracts Specialist, via E-mail at [jerry.riles@nrl.navy.mil](mailto:jerry.riles@nrl.navy.mil) by 2:00 PM on 12 Apr 2006. The E-mail request MUST include the following information:

**REQUIRED INFORMATION TO ATTEND SITE VISIT**

The Name of the Contractor  
The Name of Each Individual to Attend\*  
The Telephone Number of Each Individual to Attend

*\* Please try to limit the number of people to two (2) from each contractor, as the areas to visit may be fairly small.*

Offerors are hereby notified that the site visit will take place at the Naval Research Laboratory, Washington, DC. Offerors who are scheduled to attend the site visit should meet at Building 57. No cameras, firearms, or alcoholic beverages are allowed on the Laboratory.

All Attendees Must Be U.S. Citizens With Valid I.D., And/Or Must Have A Valid Green Card In Their Possession The Day Of The Site Visit To Enter The Naval Research Laboratory (No Exceptions Will Be Made).

## SECTION M EVALUATION FACTORS FOR AWARD

### M-1 EVALUATION

Award will be made to that offeror whose proposal is determined to be the best value to the Government, proposed price and other factors considered. The Government reserves the right to make award to other than the low offeror.

### M-2 EVALUATION FACTORS FOR AWARD

Proposals will be evaluated in accordance with the following criteria. The technical factor is more important than the price factor. Subfactors are listed in descending order of importance.

#### M-2-1. TECHNICAL/MANAGEMENT

##### I. COMPANY EXPERIENCE:

Proposals will be evaluated on the company experience on projects with technical tasks identical or similar to those required in the Statement of Work. Evaluation will consider the relationship between the company's experience and the particular tasks required including project descriptions, complexity, and identification of the customers where work was performed. Proposals will be evaluated on the detailed explanation, with itemized and specific steps used to prevent "repair-by-replacement" syndrome. Evaluation will consider the contractors' explanation of steps to be taken to ensure equipment repairs are not corrected by simply replacing with new.

##### II. UNDERSTANDING OF THE REQUIREMENT:

Proposals will be evaluated on the contractors demonstrated commitment in providing services to the customer. Authority of the Program Manager to commit the resources of the company will be considered. Proposals will be evaluated on the contractor's demonstrated understanding of the importance of transportation equipment management, operation, and maintenance of the equipment in a research and development environment.

##### III. PROCURE MATERIAL SERVICES:

Proposals will be evaluated on the contractor's demonstrated ability to purchase materials/parts directly from the manufacturer in lieu of going through small local suppliers. The proposal will be evaluated on the offeror's demonstrated commitment in expediting deliveries via air express or sending a vehicle to the source for pick-up or other means. Evaluation will consider the level of names and specialized companies with whom the Offeror has current contracts and the level of effort the specialized company is willing to commit. The Offeror should include examples of contacts directly with manufacturers.

**IV. QUALIFICATION OF PROJECT PERSONNEL:**

Proposals will be evaluated on the offeror's demonstrated ability to provide personnel with: (a) the appropriate qualifications to perform the level of work as set forth in the SOW; (b) actual relevant experience in the technical areas required and experience with size and complexity of equipment and systems covered in this requirement; (c) and the ability to correctly assess the critical components of system and make alterations or changes to sub-components as needed to allow for continued operations.

**V. PAST PERFORMANCE**

Past performance will be evaluated on the basis of the quality of the work performed or supplies delivered and timeliness of performance or delivery. The evaluation will be based on the information provided pursuant to Section L and other sources if available. The evaluation will take into account past performance information regarding predecessor companies, subcontractors that will perform major or critical aspects of the requirement, or the proposed project manager or key personnel responsible for major or critical aspects of the requirement. Offerors that have no relevant performance history or for which past performance information is not available will not be evaluated favorably or unfavorably on past performance. The government may begin proposal evaluation prior to receipt of past performance information. If, after completion of proposal evaluation except evaluation of past performance, the contracting officer determines that evaluation of past performance will not affect the outcome of competitive selection, the contracting officer may waive its evaluation in accordance with FAR 15.304(c)(3)(iv).

**M-2-2 PRICE TO THE GOVERNMENT**

Proposed estimated price to the Government.

**M-2-3 SMALL BUSINESS PARTICIPATION**

- (a) The extent of participation of small businesses and historically black colleges or universities and minority institutions in performance of the contract will be evaluated on the basis of the proposed extent of participation of such firms in terms of the value of the total acquisition and the complexity and variety of the work such firms are to perform.
- (b) The extent of participation of small disadvantaged business concerns in performance of the contract will be evaluated on the basis of the proposed extent of participation of such firms in terms of the value of the total acquisition and the complexity and variety of the work such firms are to perform.

**M-2-4 THE REALISM OF THE PROPOSED COST**

Cost Realism is the likelihood that the proposed cost will be the actual cost to the Government and is based on an analysis of accurate, factual, verifiable, and predictable data relative to what costs would most likely be incurred by the offeror to provide a given product or services.

The Government may adjust the proposed costs for purposes of evaluation based upon the results of the cost realism evaluation.

Cost Realism includes an analysis of the adequacy of the hours, labor mix, and other direct costs to perform the work as proposed in the technical proposal. The proposed labor and indirect rates will be considered.

**M-3 FAR 52.217-5 - EVALUATION OF OPTIONS (JUL 1990)**

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).



## STATEMENT OF WORK

### NRL TRANSPORTATION MANAGEMENT/ MAINTENANCE

1. **BACKGROUND:** The Naval Research Laboratory (NRL) is a Government-owned facility located at 4555 Overlook Ave. S.W. Washington, D.C. NRL is the Navy's corporate laboratory and is one of the principal in-house research and development laboratories of the U.S. Government. The requirement shall include transportation equipment management, operation, and maintenance of the equipment.

1.1 **SITE CHARACTERISTICS:** Located inside of the Washington Beltway (Interstate 95/495) along the east bank of the Potomac River with access directly to Interstate 295. The site covers approximately 132 acres, has approximately 100 one to five story buildings.

2. **APPLICABLE DOCUMENTS:** The Contractor shall comply with the applicable portions of all documents listed in *Enclosure No. 1*.

3. **SCOPE:** The Contractor shall furnish the required personnel and materials, which are reimbursable, to provide Transportation Equipment Management, Operation, and Maintenance of Transportation Equipment, at the Naval Research Laboratory, Washington, D.C. and annex (Bldg. 256 on Bolling A.F.B.). The Contractor shall maintain transportation equipment at Naval Research Laboratory's field sites at Pomonkey, Md.; Blossom Point, Md.; Chesapeake Beach Md.; and the Midway Research Center, Quantico, Va. Except where specified elsewhere in this contract all work shall be performed during the government's regular working hours. For the purpose of this contract regular working hours are established to start between 6:30am and 8:00am Monday through Friday, unless otherwise specified in other sections of the SOW. The Contractor shall maintain a computer program that tracks entire vehicle inventory, all maintenance, repair, mileage, and fuel of all transportation equipment. The contractor shall provide all computers (existing Government supplied computers may be used but will not be replaced), hardware/software, office supplies (pens paper envelopes ect.), fax machines, **this cost is not reimbursable as a direct expense.**

3.1 **Personnel:** The Contractor shall provide on-site personnel for a continuous eight-hour period (exclusive of a lunch break) within the regular work hours. The Contractor shall employ at all times a sufficient number of qualified employees to properly, safely, and economically manage, operate, repair and maintain the equipment & vehicles as stated in this contract. The Contractor shall provide sufficient, full time on-site supervision to fulfill the terms and conditions of this contract. The contractor shall ensure that all work required by this contract is satisfactorily supervised by a Project Manager. All matters pertaining to the employment and supervision, or compensation, promotion, and discharge of contract employees are the responsibility of the Contractor, who is in all respects their employer.

**The Project Manager, or a designated alternate with equal qualifications and authority, shall be on site while all contract work is in progress to provide supervision, receive notices, reports or requests from either the Contracting Officer, COR or QA.** Not later than five days after contract start date, the Contractor shall provide the COR with a written listing of telephone numbers which the Government may use at any time to directly contact the Contractor, Project Manager, and Major Subcontractors. The names and telephone numbers of the individuals designated as supervisory employees shall be furnished to the COR within ten days after contractor start of the contract. The Contractor shall exercise direct control over his employees to ensure proper behavior and conformance to applicable NRL policies, regulations, and instructions. The Contractor shall be responsible for selecting personnel who are qualified to perform the required services, for supervising techniques used in their work and for keeping personnel informed of all improvements, changes and methods of operation. The Contractor shall obtain proper identification credentials and clearances (including out of hours) as are necessary for his personnel, and for assuring that vehicle operators and mechanics have the required licenses and /or certificates. The Contractor shall provide qualified equipment operators possessing valid State or District of Columbia licenses for class of vehicle operated when operating Government-owned, Contractor-owned, or Contractor-leased/rented equipment in the performance of this contract. Government licensing shall be in accordance with NAVFAC-P-300 (May 1997), Management of Transportation Equipment.

### **3.1.1 KEY PERSONNEL**

**3.1.1.1 Project Manager:** The Project Manager, shall be designated in writing by the Contractor to have complete authority to act for the contractor in every detail during the term of the contract. The Project Manager shall be responsible for the overall management and coordination of all work and shall act as a central point of contact with the Government. The contract project manager, in his/her absence, shall ensure contract employees have on site supervision whenever contract employees are at work during regular and out of hours. After normal working hours, the Project Manager shall be available within one hour at the site. The Project Manager shall meet with the COR weekly (at the COR office, times to be agreed upon after award) to review new and old work. The Project Manager shall ensure that all hard copies of IDQ, bulk trash, ceremony set up requests are picked up from the Contractors mailbox (located at the COR office) twice daily, once before 10:00 and after 13:00.

**3.1.1.2 Master Mechanic :** The Contractor shall provide **two** full time dedicated, qualified Automotive Service Excellence (A.S.E.) and International Mobile Air Conditioning Association (I.M.A.C.A.) certified Master Mechanics capable of servicing, inspecting, maintaining, repairing, and overhauling propane, natural gas, battery, gasoline and diesel engine-powered vehicles, equipment and their A/C systems. Except for annual and sick leave, both will be present during normal working hours.

**3.2 Contractor Assistance:** The Contractor shall instruct his employees to furnish assistance, as required, in the performance of Government inspections. The Contractor shall also furnish information (estimates, cost proposals), as required, for the administration of this contract.

**3.2.1 SNOW PLAN:** The Contractor shall be responsible for providing snow equipment maintenance/repair service at NRL. The contractor shall provide recommendations for equipment/parts needed to keep all of NRL roads and parking lots safe and passable **during, and after** all snow / ice events. The contractor shall ensure that all of his employees are supervised the entire time snow removal activities are being performed. The contractor shall provide by September 1 of each year a snow plan (**CDRL A002**) that includes but not limited to: Names and phone numbers of supervisor in charge, total number of available personal, provisions for extended stay on base during snow emergencies plan (how to feed/rest employees), when all snow equipment will be available, requests for additional spare parts.

**3.2.2 SOLID WASTE DISPOSAL PLAN:**  
The contractor shall develop a waste management plan (**CDRL A0003**) that complies with Federal, State, and local environmental laws for recycling. The waste management plan shall show procedures used to evaluate and determine the extent of recycling, reuse, and composting possible for contract debris. **The contractor shall ensure full participation in NRL's Consolidated Reutilization and Inventory Management Program (CHRIMP).** The contractor shall take a proactive responsible role in management of solid waste that maximizes the salvage / reuse / recycling of waste.

**The contractor shall ensure all Hazardous Material (HM) to be purchased is approved, checked in, and barcoded by the HazMin Center prior to being brought to the shop and checked-out by the HazMin Center once the product has been used.**

## TRANSPORTATION

### 3.3 REQUIREMENTS FOR TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATIONS, AND MAINTENANCE

The Contractor shall provide all supervision, labor, tools, materials, supplies, equipment, and transportation (except as furnished and indicated by the Government) to provide transportation equipment management, operation, maintenance and repair of equipment services. Unless noted otherwise herein, the Contractor shall perform all regular services during regular working hours. Such services include the following:

- (a) Purchase and dispense gasoline, propane, and diesel engine fuel.
- (b) Issue fuel credit cards to approved users of Government owned vehicles.
- (c) Perform scheduled and unscheduled maintenance and repair services on all equipment and vehicles.
- (d) Provide services to clean exteriors and interiors of equipment and vehicles.
- (e) Provide dispatching services. Coordinate use of Navy Taxi Service Vehicles.
- (f) Provide qualified equipment operators for support of fixed-requirements. Provide qualified operators for light, medium, heavy, and tractor-trailer trucking and tow truck (wrecker) services.
- (g) Provide licensing service for Government employees and Government contractor personnel as per NAVAC P-300 (May 1997) and NRLINST.11200.3B.
- (h) Provide Snow Removal equipment services.
- (i) Provide services necessary to cope with emergencies such as breakdowns of equipment.

- (j) Provide vehicle emission, inspection, safety, title and tag service.
- (k) Provide record keeping (hard copy & computer data) on vehicles/equipment maintained, and fuel used.
- (l) Provide services to maintain Building 36 and surrounding area clean and safe (includes all janitorial work in building).
- (m) Provide record keeping and reports on equipment.
- (n) Provide Hazardous Material (HM) Management to support Consolidated Reutilization and Inventory Management Program (CHRIMP)

### **3.3.1 Inventory Listing of Vehicles and Equipment:**

**Enclosure No. 2**, Government Furnished Vehicles and Equipment, provides a listing of vehicles and equipment at NRL to be maintained. The Inventory of equipment primarily consists of automotive vehicles, construction equipment, material handling equipment (MHE), and special purpose vehicles and equipment such as generators, electronics trailers, mobile laboratory and chassis. A seven-digit U.S. Navy Registration Number or Plant Account Number identifies major items of equipment for control and record keeping purposes. Other equipment includes small pumps, and portable generators. Total inventory may vary plus or minus 15 percent in number of vehicles and equipment regardless of type.

**3.3.2 Fuels Procurement:** The Contractor shall order and obtain deliveries of propane, regular (87 octane) unleaded gasoline and diesel fuels required for transportation equipment and other gasoline, propane, and diesel powered equipment. The Contractor shall purchase, receive and record fuel deliveries and ensure that fuel levels do not fall below 50 percent capacity. The Contractor shall maintain a log (**CDRL A004**) of all fuel deliveries made to the station, **including a log on each individual generator (CDRL A005)**, documenting hours of use and the quantity of fuel delivered. The Contractor shall record date and time of delivery, type of fuel, Wt. % of oxygen; type and volume of oxygenate; leak test certificate for the vehicle; gallons delivered and all Federal state and local laws/ regulations are followed. All fuel delivery tickets shall be kept and maintained at Building 36 for review by the Government. The Contractor shall maintain the fuel pumps and their associated hardware.

**3.3.2.1 Fuel Delivery Safety Requirements:** During fuel delivery operations (replenishment of underground and aboveground fuel tanks by tanker truck) the Contractor shall keep area clear of all unauthorized traffic and pedestrians. No smoking or open flames shall be permitted in area.

**3.3.2.2 Fuel Security Requirements:** The Contractor shall ensure that all fuel-dispensing pumps are locked or properly secured at all times when not dispensing fuels. Government-owned fuel shall only be issued to Government-owned vehicles, equipment and projects (unless authorized by COR). The Contractor shall report all suspected or attempted violations to the COR and to the NRL Security Forces Supervisor.

**3.3.2.3 Fuel Tank Maintenance (Underground):** The Contractor shall inspect as necessary and remove accumulated water more than one (1) inch deep from bottoms of the underground gasoline and diesel oil tanks located on the south side of Building 36. The Contractor shall report to the COR any suspected fuel tank leaks.

**3.3.2.4 Fuel Dispensing Services:** The Contractor shall provide services to dispense/issue gasoline, propane, and diesel fuel to approved Government-owned vehicles, equipment and projects. Fuel shall be dispensed/issued at the Building 36, pump facilities. Fuel shall be dispensed from 7:00 a.m. to 3:30 p.m., Monday through Friday and whenever the contractor is working out of hours. Service to Customers requiring fuel shall start within **two (2) minutes** of vehicles arrival. During **each** fuel dispensing the Contractor shall provide **full service** to include: checking fluid levels (cooling, oil, brake, battery, hydraulic, windshield wash); adding fluids as necessary; checking tire inflation and adding air as required to approved Government-owned vehicles and equipment. The contractor shall ensure Bi-fuel vehicles utilize alternate fuel to the maximum extent. When needed, the contractor will provide driver support to obtain fuel for vehicles when the fuel required is not available at NRL. The Contractor shall make a visual inspection of vehicle and advise the Dispatcher of out of date inspection stickers and of any recent/major damage. The Contractor shall re-supply various emergency diesel generator fuel tanks located throughout the laboratory. A location/capacity list of these tanks is listed below. The Contractor shall monitor tanks as required so that tanks never drop below **50 percent** capacity. Fuel required to be delivered to such items as emergency-generators; research projects and remote locations shall be transported in approved safety containers and vehicles.

**3.3.2.5 Fuel Credit Cards:** The Contractor shall obtain and maintain **one or more** (if needed) types of national brand gasoline credit card(s) for issuance to NRL employees at Washington D.C. and other NRL field sites including Stennis Space Center, Mississippi; Key West, Florida; Shadwell, Alabama, etc.. The Contractor shall provide approximately fourteen (14) credit cards for use. The contractor shall provide credit card invoices that clearly documents where the card was used and who used it. The COR will make requests for these cards furnishing exact locations and number of cards as required. The Contractor shall also obtain and maintain credit cards for purchase of alternate fuels (natural gas, etc..) as required for vehicles that require use of such fuels. The contractor is required to start providing this service ten days after award of contract. The contractor shall create and maintain a list of all credit card holders (CDRL A006). Cost of fuel is reimbursable under the established material CLIN.

**3.3.2.6 Fuel record keeping and reports for Propane, Natural Gas, Gasoline and Diesel fuel:**

The Contractor shall be responsible for maintaining records and submitting separate propane, natural gas, diesel and gasoline records of fuel issued to all equipment/vehicles by USN registration number, or authorized user in cases where equipment is not USN-registered. The Contractor shall also maintain fuel inventory records for fuel issued to each equipment/vehicle (including equipment /vehicles located off NRL main station such as CBD by USN registration number, the location of where fuel was obtained, and submit reports on these records by the fourth day of the following month to the COR.

**3.3.2.7 Fuel Issues and Status Daily Record:** This record shall be used to collect and maintain information concerning vehicle/equipment fuel usage and overall fuel usage status. During each fuel issue, the Contractor shall record the number of gallons issued; type of issue, i.e., gasoline or diesel fuel; mileage or hour meter reading of equipment, USN identification number; and the signature of the individual receiving the fuel. The Contractor shall record both start-of-day pump and depth readings and end-of-day pump and depth readings, and the daily gallon total of fuels issued at NRL. This record shall be maintained (**CDRL A007**) on a daily basis at Building 36 and be available for inspection by the COR or QA.

**3.3.2.8 Fuel Monthly Summary:** The Contractor shall summarize all fuel issues from NRL main site and NRL field sites from the Daily Fuel Issues, fuel invoices, Status Records and all fuel delivery information on a monthly basis and prepare and submit a Monthly Fuels Summary Report hard copy and on 3-1/2" floppy disk (**CDRL A008**) to the COR by the COB on the fifth working day of the following month. The summary shall be separated by type of fuel and shall include vehicle identification number, fuel amount, and odometer reading.

**3.3.3 Vehicle and Equipment Dispatching and Control:** The Contractor shall provide all personnel to develop and implement a system for dispatching and control of all Government furnished vehicles and equipment listed in **Enclosure No. 2**. The Contractor shall be responsible for providing dispatching service for the activity during regular working hours. The Contractor will issue equipment dispatch Trip Tickets (DD form 1970 Motor Vehicle Utilization Record) and maintain a Dispatch Log, NAVFAC form 9-11240/2, (**CDRL A009**) for all equipment dispatched from the vehicle/equipment pool on an employee-driver or Contractor-driver provided basis. The Contractor shall inspect each vehicle that is returned to the pool after each use. Dispatching of vehicles/equipment that are assigned on a continuing basis (class "B") will be done in accordance with existing station instructions or as directed by the Government representative. Dispatchers shall be instructed to be conscious of fuel conservation, to assign vehicles most suitable to the requirements, to consolidate trips whenever possible and to **inspect all vehicles before and after each use for required equipment including CDL requirements (reflectors, fire extinguisher, etc..) damage and cleanliness of interiors and exteriors, this shall include general contractor use vehicles inspected weekly**. The dispatcher will take the appropriate action within 24 hours to correct any deficiency found. The contractor shall create/maintain a spare key system for each vehicle in the fleet. The contractor shall implement a system to control the vehicles/equipment location in the parking lots used by the contractor, example: all vehicles in need of repair placed together, all pool vehicles located together etc. The dispatch office shall be the central point of contact for the contractor during snow events.

**3.3.3.1 Vehicle/Equipment Request and Record WD Form 1970):** The Contractor shall prepare and process Vehicle/Equipment Request and Record Forms, NAVFAC 9-11240/1, (**CDRL A010**) as follows:

<b><u>Assignment Category</u></b>	<b><u>Requirement</u></b>
(1) Sole Government Use (Class "B")	Issued on a monthly basis at Building 36 to each vehicle user; previous month Trip Tickets shall be collected and completed on the last working day of the month and new Trip Tickets issued.
(2) Government and Contractor Use (Class "C")	Issued for each occasion of usage and collected at the end of each use.
(3) General Contractor Use	Issued and collected on a monthly basis as in (1) above.

**3.3.3.2 Customer Notification of Required Form Submittal:** The Contractor shall document that all customers that have not submitted the required NAVFAC 9-11240/1 form have been notified.

**3.3.3.3 Vehicle/Equipment Off-Station Use:** The Contractor shall, for all Vehicles/Equipment, regardless of assignment category, issue "DD Form 197011 specifically authorizing (i.e., ink stamped) "off-station" use when they will be operated outside of the NRL main site. Vehicles and equipment in assignment category (1) may have "off-station" usage authorized on monthly trip tickets. When vehicles and equipment in assignment categories (2) and (3) are required to be operated off-station, trip tickets shall be issued in each case prior to usage and turned in after usage.

**3.3.3.4 Summary of Equipment Utilization Report:** The Contractor shall prepare and submit a Summary Report of Equipment Utilization, (hard copy and disk) (**CDRL A011**) covering the preceding three (3) month period from the first day through the last day of the reporting period. Each report shall have total mileage / hours for the period and total accumulative mileage / hours, and total amount of labor and material used. Each report shall be submitted to the COR by the COB on the tenth working day of the following period. The Contractor shall obtain utilization of out-of-service equipment and off laboratory equipment. The contractor shall provide assistance in complying vehicle information for Navy reporting Requirements.

**3.3.3.5 Services Provided by the National Capital Region/Department of the Navy Motor Pool (NCRDNMP):**

The NCRDNMP uses a fleet of radio-dispatched passenger cars to provide point-to-point Navy Taxi Service within the National Capital Region. The Contractor shall be responsible for (1) receiving transportation requests from authorized NRL employees; (2) requesting appropriate service from the NCRDNMP; (3) advising the requester of the assigned three digit trip number that will be displayed on a card in the windshield of the vehicle at time of pickup; and (4) maintaining a log of NCRDNMP usage by NRL Code (**CDRL A012**). (NRLINST 11200.2F pertains). The average number of calls per month requesting NCRDNMP transportation services will be (20) twenty.

**3.3.3.6 Accident reporting for Contractor-Operator Vehicles and Equipment:**

In accordance with NRL Instruction 5102.1A (Accident Investigation and Reporting) or latest revision, the Contractor shall report (**CDRL A013**) any accident involving a Government-Owned Vehicle operated by the contractor's or Government's operators. The Contractor shall notify the COR within one (1) hour of being advised.

**3.3.3.7 Operator's Inspection Guide and Trouble Report (NAVFAC Form 9-11240/13):**

The Contractor shall ensure that each item of equipment is outfitted with a blank copy of form NAVAC 9-11240/13 at all times, including replacement of completed forms turned-in to the Contractor. The Operator's Inspection Guide and Trouble Report indicates those items which motor vehicles operator's are required to inspect before and after operation. This report (**CDRL A014**) shall be used to document and report deficiencies detected during inspection and operation. The Contractor shall schedule and accomplish subsequent services and corrective maintenance in, accordance with paragraph 4.10.2 of NAVFAC P-300, except that corrective action, if deferrable, shall not be deferred longer than 60 calendar days or the end of this contract, whichever is sooner.

**3.3.3.8 Special Hauling Permits:** The Contractor shall be responsible for acquiring special road hauling permits for dangerous or oversized cargo and for material transportation operations. The Government will provide assistance as necessary to obtain these permits. The Contractor shall notify the COR in each case. The above permits are required on the average of five times per year, and may be from the states of Maryland, Virginia or Washington, D.C.

**3.3.4 Vehicle and Equipment Operations:** During the performance of work required under this contract, the Contractor shall operate all Government-owned, Contractor-owned, and leased/rented vehicles in accordance with State, local and NRL regulations, and manufactures recommendations. The COR shall be advised of any conflicting directions. All operators must have a valid drivers license.

**3.3.4.1 Contractor-Owned or Leased/Rented Equipment:** Contractor operated, Contractor-owned or leased/rented equipment at NRL, both the equipment and operators shall meet all of the requirements of the Department of Transportation Federal Motor Carrier Safety Regulations, and comply with the licensing requirements of state and local motor vehicle laws. In all cases, where the Contractor utilizes Contractor-owned or leased equipment at NRL, all such equipment shall be marked as follows: Affixed to each door/side panel, shall be the full name of the Contractor's company and this contract number in block-style characters at least three inches in height, and of a color which provides a high visual contrast to the equipment color. Contractor may be required to lease/rent automotive type equipment and construction equipment to perform duties stated in the contract. The Contractor will be reimbursed for necessary lease/rental equipment when prior approval was obtained by the COR.

**3.3.4.2 Motor Vehicle Fuel Economy:** The Contractor shall operate Transportation Equipment in the most fuel-efficient manner reasonable. The Contractor shall provide both initial contract start-up and continuing periodic instructions to his-employees in accordance with paragraph 3.7 and its subparagraphs of NAVFAC P300, entitled "Guidelines for Achieving Motor Fuel Economy". Prolonged engine warm-up, engine idling while waiting, and the use of the air conditioner shall be kept to a minimum. The contractor shall provide recommendations on fuel reduction, ex. fleet reduction, or vehicle running uneconomically. **Regular fuels shall not be dispensed to Bi-Fuel vehicles until the alternate fuel tanks are full, unless authorized by the QA/COR.**

**3.3.4.3 Scheduled Services:** The Contractor shall provide the services of motor vehicle operators to perform the following requirements:

**3.3.4.3.1 Taxi/On Base Tour:** The Contractor shall provide dispatched taxi service within the National Capital Region in response to requests from authorized users who may not be authorized service under Para. 3.3.4.5. The contractor shall provide On Base Tour service for VIP visits. Taxi/On Base Tour service shall be recorded on a dispatch log (**CDRL A015**) reflecting date and time of call, time and location of passenger pick up, destination and time. Taxi/On Base Tours shall be available during regular working hours and during out of hours. Vehicles for this service will be drawn from the motor pool. Taxi/On Base Tour services average 250 trips per month. Taxi service out of hours (IDQ) may be required each day and will average 25 hours each month.

**3.3.4.3.2 Scheduled Shuttle Bus Service:** The Contractor shall provide scheduled base bus shuttle (**twenty-four passenger bus**) service as set forth below. Shuttle bus schedules are subject to periodic change; however, the basic route and frequency shall remain similar to that shown below. See **Enclosure No. 4** for map of bus route. The Contractor shall use a fifteen passenger van if the twenty-four passenger bus can not be used. The Contractor shall notify the COR if the 24 passenger bus is not used

**SCHEDULED SHUTTLE BUS SERVICE FREQUENCY AND STOP LOCATION SUMMARY**

The following are the Naval Research Laboratory's base shuttle bus schedules that shall be the Contractor's responsibility to operate. The shuttle bus service requires one (1) twenty-passenger bus and will operate Monday through Friday except Federal Holidays. **The hours of operation each day will be from 6:00am to 8:30am, 1100am to 1:00pm, 2:30pm to 5:00 p.m.** Stop locations and times of departure are:

Building 106 (Main Gate): The bus shall depart from this location on the hour and every 15 minutes thereafter during the hours of operation.

Building 222: The bus will depart from this location five minutes after leaving Building 106.

Buildings 47, 49, 60, 207, 208, 215, 259, A59, 12, 1,43, 57, 29, 74, 59, and 69: Stops at these locations will be only as necessary to pick-up or discharge passengers.

**3.3.4.3.3 Heavy and medium Trucking Services:** The Contractor shall provide heavy trucking services, up to 150 miles from NRL, required in support of the activity. Such heavy trucking may consist of operation of tractors and semi-trailers, tractors and full trailers, trucks with dolly converters, and full trailers in excess of 24,000-pound GWVR. Included is the transportation of heavy construction equipment and transporting of overweight and oversized loads. This service shall be available from 7:00 a.m. to 3:30p.m., Monday thru Friday, except holidays. The approximate number of man-hours for normal working hours heavy trucking services is 2080 per year. Additionally, the approximate amount of IDQ man-hours (out of hours & additional driver during regular hours) for heavy trucking services is 500 per year. All services for heavy trucking involving equipment/material movement off-station shall be done in accordance with NRLINST 4600.1H (SHIPMENT OF MATERIAL AND EQUIPMENT). Contractor shall also provide medium trucking service to support the activity. Such trucking shall be for trucks less than 24,000 lbs. This service shall be available from 7:00 am to 3:30 pm Monday thru Friday except holidays. The approximate # of hours required per year is 2080. Additionally, the approximate amount of IDQ man-hours (out of hours & additional driver during regular hours) for medium trucking services is 500 per year

**3.3.4.3.4 Mail run:** The contractor shall provide driver service to transport the mail delivery person. Requests for this service is 2-3 hours daily.

**3.3.4.4 Unscheduled Services:** The Contractor shall provide motor vehicle operators to perform the following requirements:

**3.3.4.4.1 Tow Truck (wrecker) Service:** The Contractor shall provide vehicle/equipment recovery (wrecker service) in support of Government assigned equipment. Normal service shall be available five days per week during regular working hours and may be performed by one of the master mechanics. For service after regular hours the contractor shall provide a listing of qualified on-call tow truck operators together with their telephone numbers to the COR. The COR/QA or the station Duty Officer will be authorized to request towing service after regular working hours. Response time during regular hours shall be within thirty (30) minutes. Response time for out-of-hours shall be within 2 hours of COR or station Duty Officer's call. Recovery of Government assigned equipment beyond the capability of Government-furnished tow trucks is the responsibility of the Contractor. In this case, it shall be the Contractor's responsibility to rent, lease, or subcontract as required to procure adequately sized and equipped tow truck(s) for the recovery of Government assigned equipment. The Contractor shall be reimbursed by the Government for necessary leased or rented towing equipment, if approved prior to lease or rental by the COR. The following is provided as historical data: Five recoveries required each week during normal work hours and two per month after normal work hours. An average of four (4) recoveries per year are more than 50 miles from NRL main site.

**3.3.4.4.2** Contractor shall provide driver services to operate trucks less than 24,000 GVWR this service shall be required for approx. 2080 hours a year

**3.3.5 Maintenance of Transportation Equipment:** In addition to the personnel required for Taxi/Base tour/ light delivery/ heavy trucking service and two master mechanics, the contractor shall also provide **one full time motor vehicle mechanic helper for the sole purpose of maintaining vehicles and equipment pump gas and associated duties.** The Contractor shall provide all supervision and personnel to provide scheduled maintenance and unscheduled (breakdown) maintenance services for vehicles and equipment listed in **Enclosure No. 2**, in accordance with NAVFAC P-300, Management of Transportation Equipment. All mechanics shall be capable of and licensed to operate all of the equipment being maintained by the contractor. The Contractor shall provide all materials and repair/replacement parts including oils, lubricants, grease and other equipment fluids. All repairs shall be performed in accordance with manufacturer's manuals and NAVFAC P-300. **The Contractor will be reimbursed for all material required for the above services when material has prior approval from the COR /QA. NO TOOLS SHALL BE PURCHASED WITHOUT PRIOR COR APPROVAL. All parts purchased shall be documented as to which piece of equipment it was purchased for.** Necessary equipment to maintain and repair transportation equipment will be furnished by the Government listed in Government Furnished Equipment. Vehicles and equipment too large to be worked on in Government provided garage areas shall be repaired and maintained outside of the garage. The Contractor shall be responsible for protecting all such vehicles and equipment from the effects of adverse weather elements and damage. In the event that any vehicle or equipment must be taken off station for repairs that can not be done on site at NRL due to the specialization of the maintenance or repairs, the contractor shall provide in writing what work that needs to be accomplished, any work done by a outside shop that can be performed in-house shall be the responsibility of the contractor. In the event that any vehicle or equipment must be taken off station to a dealer/repair shop/inspection station, the Contractor shall provide two-way transportation for the vehicle to be repaired at no additional cost to the government. The Contractor shall also provide bicycle maintenance on an "as required" basis for about 20

bicycles per year; support is provided in the form of ordering parts, providing service, and maintenance.

The Federal Automotive Statistical Tool (FAST) shall be completed each month and submitted to the COR on computer disk. The software shall be useable on a personal computer (IBM or clone).

**3.3.5.1 Customer Notification:** The Contractor shall provide a maintenance schedule in writing to each operator of each vehicle with the in shop due date and time for each preventive maintenance (PM) and safety inspection (this includes off station equipment). **The Safety / emissions vehicle inspection (if required) shall be coordinated with the (PM),** Note: safety and emissions inspection dates can't be changed. If vehicle does not get D.C. inspected on time a fine will result. The party responsible for not getting vehicle to inspection on time shall pay the fine. The operator of the vehicle or the QA will ensure that vehicles are delivered to building 36. The contractor will notify the customers when vehicle may be picked up. **The contractor shall provide a separate list of all vehicles and custodians along with phone numbers that have not been delivered for PM to the QA by the third workday of the next month. The contractor shall provide a Vehicle PM list to the COR by the last working day of the month for the vehicles that are to have PM the following month along with vehicles that are over due with comments on why they are late in being serviced.**

**3.3.5.2 Scheduled Preventive Maintenance Services:** These shall be performed according to NAVFAC P-300 (May 1997). Normal replacement parts shall be on hand within one hour of the start of the scheduled PM. Hard to get replacement parts shall be anticipated and ordered prior to scheduled PM date. All regular preventive maintenance, repair services shall be started within four (4) hours after vehicle has been delivered as requested/scheduled, and continue each workday until completed. If for any reason the work cannot be started within four (4) hours, the Contractor shall notify the COR and/or the customer furnishing the reason for the delay. Re-refined products such as oil shall be used whenever manufacture recommendations allow.

**3.3.5.2.1 Unscheduled Maintenance Service:** The Contractor shall perform unscheduled maintenance service (**breakdown**) as required to restore equipment to operating condition. Repair and replacement parts shall be ordered within one (1) working day from the equipment out-of-service date. All repairs shall be started within three (3) working days from the out-of-service date, and continue each workday until completed.

**3.3.5.2.2 Out-of-service Equipment:** The Contractor shall keep and make available for inspection by the COR or QA an up to date list (**CDRL A016**) at all times of all out-of-service equipment (any equipment that needs repair). The placing of equipment on this list is a Contractor responsibility. However, the COR or QA has the authority to place any piece of equipment listed in **Enclosure No.2**, or any Contractor-furnished piece of equipment in a out-of-service status at any time for reasons of safety or needed essential maintenance and repair. Out-of-service equipment shall be kept together when waiting for repairs so they can be readily identified and evaluated.

**3.3.5.2.3 Specialized Vehicle Maximum Downtime:** Specialized vehicles: tow truck, explosives transport trucks, emergency response vehicles, **snow trucks, snow equipment**, and backhoe. When these vehicles are down due to scheduled or unscheduled maintenance, all repair and replacement parts shall be ordered within four (4) hours of the start of actual repairs, which shall be started within one (1) hour of the out-of-service time and continued each work day until completed. If for any reason the repairs can't be started within one (1) hour, the Contractor shall notify the COR or QA stating the reason for delay.

**3.3.5.3 (SRO) Shop Repair Orders:** The Contractor shall prepare an SRO (NAVFAC Form 11200/3A) each time labor or materials are expended for the maintenance, repair, modernization, alteration, or improvement of any item of equipment. Contractor shall document all scheduled and unscheduled maintenance on SRO forms, (this includes off station equipment, even if others did work). The Contractor shall prepare SRO's in accordance with NAVFAC P300 (May 1997) section 4-1-27 paragraph b.

**3.3.5.3.1 SRO Processing and Submission:** The Contractor shall file completed white copies of SRO in individual vehicle/equipment history jackets. The Contractor shall submit (**CDRL A017**) completed green copies of SRO to the COR/QA daily. The contractor shall update the transportation database daily.

**3.3.5.3.2 SRO Miscellaneous File:** The Contractor shall maintain a consolidated miscellaneous file of completed SRO's for any equipment receiving service, and not indicated in **Enclosure No.2**. The Contractor shall submit (**CDRL A018**) completed green copies of the SRO to the COR/QA daily.

**3.3.5.4 Acceptable Maintenance Services:** The Contractor's performance will be inspected and evaluated by the Government utilizing-the following indications of acceptable performance:

**3.3.5.4.1 Reliability of Maintenance:** All maintenance and repair services shall be performed to ensure safe and reliable operation of vehicles and equipment, with a minimum of further unscheduled maintenance for repeated repairs for the same deficiency. All cases of such repeated repairs within the following equipment time frames shall be considered as rework:

- (a) Automotive Vehicles: Ninety days or 4000 miles, whichever occurs first.
- (b) Other Equipment: Ninety days or 50 operating hours, whichever occurs first.

The Contractor shall perform rework as an unscheduled repair with a priority of attention by the Contractor's forces to be exceeded in priority only by repairs to Security Vehicles, and to emergency equipment.

**3.3.5.4.2 One-Time Repair Limits:** One-time repair limits are established at \$500.00 in repair and replacement materials cost for vehicles of one ton capacity or less, \$500.00 for forklifts and at \$1500.00 for all other vehicles. If an item repair estimate exceeds the one-time repair limit, the Contractor shall submit repair requirements, including an SRO estimate of all labor required, to the COR within one (1) day of out-of-service date.

**3.3.5.4.3 Tires Replacement:** The Contractor shall replace vehicle/equipment tires as required in accordance with paragraphs 4-1.10.7 of NAVFAC P-300 (May 1997) and Materials Handling Equipment Maintenance Manual NAVSUP Publication #538. A record shall be kept of the type, quantity and cost of all tires procured (**CDRL A019**).

**3.3.5.4.4 Asbestos brakes:** The Contractor shall not use asbestos containing brake pads unless prior approval is obtained from the COR.

**3.3.5.4.5 Re-pair/Replacement Parts:** The Contractor shall provide motor vehicle and equipment repair parts equal in quality to replacement parts supplied by the original equipment manufacturer. Commercially purchased or Contractor rebuilt parts may be used if they equal or exceed the quality of the original parts. Used parts shall not be used; however, on an exception basis when other sources have been exhausted, used parts may be used with the COR approval. All lubricants used shall meet the requirements indicated in appendix M of NAVFAC P-300 (May 1997). When directed by the COR/QA IDQ oil analysis may be requested to determine oil condition. Re-refined motor oil shall be used for approved light-duty, gasoline engines, etc.. (When allowed by manufacture instruction or directed by the COR/QA)

**3.3.5.5 Equipment Under Manufacturer's Warranty:** New equipment assigned to NRL may be covered by manufacturer's warranties. The Contractor shall coordinate the accomplishment of warranty work with the manufacturer's performing representative. This work shall be subject to paragraph 2.13 (Warranties and Deficiencies) NAVFAC P-300 (May 1997).

**3.3.6 Vehicle and Equipment Cleanliness:** The Contractor shall provide services to maintain Government furnished vehicles and equipment listed in **Enclosure No. 2**, in a clean condition (exteriors and interiors). As a minimum, the following standards pertaining to vehicle/equipment cleanliness shall be observed:

**3.3.6.1 Clean Passenger Cars, Busses, and Trucks:** Interiors of Class B shall be cleaned at regular scheduled maintenance. Interiors of Class C vehicles shall be maintained at all times. Interiors (floors and seats) shall be vacuumed, glass surfaces (windows and mirrors) cleaned, and all non-fabric surfaces (dash, instrument panel, steering wheel, door panels, vinyl seats) cleaned. Vacuumed surfaces shall be left free of all loose soil and debris. Glass surfaces shall be left free of streaks, fingerprints, smudges, dirt, foreign matter, and shall be wiped dry. Non-fabric surfaces shall present a uniformly clean appearance free from dirt, dust, stains, and foreign matter. Enclosed cargo areas (beds) and car trunks shall be swept/vacuumed free of soil and debris. **Vehicle washing is prohibited on NRL.** The contractor shall transport vehicles to (COR/QA approved) vehicle wash station off of NRL. Exteriors of Class B vehicles shall be washed and be hand waxed with a **paste wax** at regular scheduled maintenance. Exteriors of Class C vehicles shall be maintained at all times, and hand waxed with a paste wax twice a year. All exterior surfaces shall be left free of mud, dirt, road tar, film, oil, bird droppings, bugs, watermarks, and other debris. Any area on the exterior that shows damage that exposes bare metal shall be sealed. **The contractor shall notify the QA when each vehicle has been completed and ready to be checked for quality. Interiors shall not be cleaned by spraying out with water.**

**3.3.6.2 Clean Snow removal equipment:** Interiors (including windows) and exteriors of snow removal equipment (**trucks and lawn tractors**) shall be cleaned and inspected for defects after each use. Repairs shall be started at once. **All snow equipment shall be cleaned free of salt and be oiled/greased after each use.**

**3.3.6.3 Clean Explosive trucks:** Interiors, exteriors, engine compartments and under carriages shall be kept clean at all times.

**3.3.7 Solid Waste Tracking:** The Contractor shall track the type, quantity and cost of all lubricating oils procured (**CDRL A020**). **The contractor shall ensure full participation in NRL's Consolidated Reutilization and Inventory Management Program (CHRIMP).**

**3.3.7.1 Maintain documentation in compliance with Title V Clean Air Act**  
The Contractor shall maintain Records and Equipment as required (**CDRL A021**):

- (a) Gasoline Dispensing (Stage II Vapor Recovery, amount delivered ect.)
- (b) Emergency generators (keep log of hours and fuel used monthly)
- (c) Parts Degreaser (keep log of hours and exact time used daily)

**3.3.7.2 Authorized Use List (AUL) Material Safety Data Sheet (MSDS) and Consolidated Reutilization and Inventory Management Program (CHRIMP).**

The Contractor shall ensure all chemical products used/procured have MSDS and have been approved to be on the AUL (**CDRL A022**). These documents shall be readily available to all employees and maintained on site in alphabetical order by the first word of the products name in a loose- leaf binder. Any addition to the AUL must be approved prior to procurement of the product. **The contractor shall ensure full participation in NRL's Consolidated Reutilization and Inventory Management Program (CHRIMP).** The contractor shall take a proactive responsible roll in management of solid waste that maximizes the salvage / reuse / recycling of waste. **The contractor shall ensure all Hazardous Material (HM) to be purchased is approved, checked in, and barcoded by the HazMin Center prior to being brought to the shop and checked-out by the HazMin Center once the product has been used.**

**3.3.8 REPLACEMENT VEHICLES AND EQUIPMENT:** The vehicles and equipment indicated in **Enclosure No. 2** are subject to change (plus or minus 15 percent, throughout the contract duration) as the Government receives replacement vehicles and as directed by the RDSO Officer of the Naval Research Laboratory. The Government reserves the right to replace in kind (type) of vehicle or equipment USN numbers set forth in **Enclosure No. 2**, at no increase in cost.

**3.3.9 EQUIPMENT UTILIZATION AND TURN-OVER TO CONTRACTOR:** Enclosure No. 2 contains vehicle and equipment utilization data including cumulative miles and hours, and FY-02 period utilized miles and hours. All vehicles and equipment indicated in **Enclosure No. 2**, will be turned over to the Contractor as of the contract start date in an "as-is" condition for use in the provision of services in accordance with this contract.

**3.3.10 Station SNOW/ICE Equipment:** The Contractor shall ensure that a minimum of four (4) snow plows, three (3) truck salt spreaders and two (2) sidewalk tractors (with either plow/sweeper/snow blower attachments) all walk behind snow blowers and at a minimum 20 snow shovels are ready and available for snow/ice removal operations by November first (1) of each year. This shall include all required spare parts be readily available. Salt spreaders and plows shall be mounted on the trucks. All snow trucks shall have ice scrappers provided. The Contractor shall test all snow equipment weekly during the snow season, and after each use. **All repairs shall start at once.**

**3.4 INDEFINITE QUANTITY WORK (IDQ)**

**3.4.1 Indefinite Quantity Work Schedule:** The Contractor shall provide a schedule (**CDRL A023**) to the COR (within 24 hours) after receipt of IDQ work advising of the estimated cost and time frame when work will be completed.

**3.4.2 Capacitor Oil/Machine Oil Storage Tanks:** When requested by the COR, the Contractor shall pump out storage tanks and dispose of oil (possibly mixed with water or other liquid contaminants) in accordance with applicable regulations. These services are required approximately eight (8) times a year; up to 1000 gallons per service may be required.

**NOTE:** Oil and contaminants are non-hazardous with general use and handling.

**3.4.3 Maintenance and Repair of Government Transient Equipment/Vehicles:**

In the event the COR requires work relating to maintenance/repair of transient equipment (Government owned equipment and vehicles not included in **Enclosure No. 2**, Government Furnished Vehicles and Equipment, Part 1,2, and 3), the Contractor will be requested to provide an estimate of the desired work in accordance with the terms of this contract. The Contractor shall support the above estimates, as applicable, with a Shop Repair Order for each effort indicating the estimated actions, labor, and materials and related costs. The Shop Repair Order shall be annotated "Estimate" and attached to the Contractor's proposal provided to COR. Approximately 100 labor hours per year will be required for this service.

**3.4.4 Snow/Ice Removal Services:** When requested by the COR The Contractor shall provide out-of-hours mechanics and drivers for Snow and Ice removal services as described in **Enclosure 3**. Approximately 300 hours for mechanic and 300 hours for the drivers.

When requested by the COR The Contractor shall perform snow and ice removal service during regular hours as described in **Enclosure 3**.

**3.4.5 Research and Development Services Division (RDSD) Service Desk Support Service/ Delivery Service:** The Contractor shall provide one pick-up truck (identified in Government Furnished Equipment) and one (1) operator to support the RDSD Service Desk. This service will be used to transport personnel, material, and equipment to work sites and delivery service to various vendors, in support of the activities, maintenance and utilities functions, alteration and repair of buildings, and maintenance and repair of roads and grounds. RDSD Service Desk vehicle will be used to go off station to pickup/return supplies, parts, and equipment for service work to support the maintenance and utilities branch functions. The operator shall be capable of loading/unloading and securing transported material up to 50lb. Regular-hours for the above service shall be required at an average 40 hours per month. Out-of-hour services average approximately five (5) hours per month. The Contractor shall submit a detailed trip ticket (DD Form 1970) daily..

**3.4.6 Non-scheduled Bus Service:** Upon oral or written request from the COR/QA, the Contractor shall provide non-scheduled bus (24/45 passenger coach type) service. The Government will give the Contractor one (1) working day of advance notice for non-scheduled bus services. The Contractor shall provide this service during normal working hours. Buses shall leave the location of the requester on time or no later than five (5) minutes after scheduled departure time. The Contractor shall provide the bus from Government furnished equipment or, when more than one bus is required, by rental from a commercial source. Unscheduled bus service requests average three (3) per month with a total of eight hours duration for each service. Approximately 300 man-hours per year for non-scheduled bus service will be required. The Government will reimburse the Contractor for necessary leased/rented equipment, if approved prior to lease or rental by the COR.

**3.4.7. Heavy and medium Trucking Services:** The Contractor shall provide additional heavy trucking services, up to 150 miles from NRL, required in support of the activity. This requirement is for one additional CDL driver for days when two CDL drivers are needed. Such heavy trucking may consist of operation of tractors and semi-trailers, tractors and full trailers, trucks with dolly converters, and full trailers in excess of 24,000-pound GWVR. Included is the transportation of heavy construction equipment and transporting of overweight and oversized loads. The contractor shall also provide medium trucking service. This service shall be available from 7:00 a.m. to 3:30 p.m., Monday thru Friday, except holidays. The approximate number of man-hours for normal working hours heavy trucking services is 500 per year. Additionally, the approximate amount of man-hours for out-of-hour heavy trucking services is 50 per year. **The contractor shall provide this service when requested by the COR at least 40 hours in advance of required service.** All services for heavy trucking involving equipment/material movement off-station shall be done in accordance with NRLINST 4600.1H (SHIPMENT OF MATERIAL AND EQUIPMENT).



**CONTRACT DATA REQUIREMENTS LIST**

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The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services and Communications Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

<b>A. CONTRACT LINE ITEM NO.</b> 0002		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____	
<b>D. SYSTEM/ITEM</b> BASE OPERATIONS			<b>E. CONTRACT/PR NO.</b> N00173-06-R-JR03		<b>F. CONTRACTOR</b> TBD
<b>1. DATA ITEM NO.</b> A002	<b>2. TITLE OF DATA ITEM</b> SNOW PLAN		<b>3. SUBTITLE</b>		
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.2.1.		<b>6. REQUIRING OFFICE</b> NRLDC	
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b> N/A	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> 01 SEPT	
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> ASREQ		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ	
<b>14. DISTRIBUTION</b>			<b>15. TOTAL</b> → →		
			COR		
			0 1 0		
<b>16. REMARKS</b> The Contractor shall provide a request for snow equipment spare parts and a date when snow					
<b>1. DATA ITEM NO.</b> A003		<b>2. TITLE OF DATA ITEM</b> SOLID WASTE DISPOSAL PLAN		<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.2.2.		<b>6. REQUIRING OFFICE</b> NRLDC	
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> 90 DAC Awd		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ	
<b>14. DISTRIBUTION</b>			<b>15. TOTAL</b> → →		
			COR		
			0 1 0		
<b>16. REMARKS</b> The Contractor shall Develop a Solid Waste Management Plane that complies with Federal, State, and Local Environmental laws as required.					
<b>1. DATA ITEM NO.</b> A004		<b>2. TITLE OF DATA ITEM</b> FUELS PROCUREMENT/DELIVERY LOG		<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW SEC 3.3.2		<b>6. REQUIRING OFFICE</b> NRLDC	
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> ASREQ		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ	
<b>14. DISTRIBUTION</b>			<b>15. TOTAL</b> → →		
			COR		
			0 1 0		
<b>16. REMARKS</b> The contractor shall maintain a Fuel Procurement log at Building 36 for review by the COR or other designated Government Personnel.					
<b>1. DATA ITEM NO.</b> A005		<b>2. TITLE OF DATA ITEM</b> GENERATOR LOG		<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.2		<b>6. REQUIRING OFFICE</b> NRLDC	
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> ASREQ		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ	
<b>14. DISTRIBUTION</b>			<b>15. TOTAL</b> → →		
			COR		
			0 1 0		
<b>16. REMARKS</b> The Contractor shall maintain a fule log on each individual Generator documenting hours of use and fuel delivered,					
<b>G. PREPARED BY</b> CODE 6702			<b>H. DATE</b> 02/24/06	<b>I. APPROVED BY</b>	
					<b>J. DATE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

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<b>A. CONTRACT LINE ITEM NO.</b> 0002		<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____	
<b>D. SYSTEM/ITEM</b> BASE OPERATIONS			<b>E. CONTRACT/PR NO.</b> N00173-06-R-JR03		<b>F. CONTRACTOR</b> TBD
<b>1. DATA ITEM NO.</b> A006	<b>2. TITLE OF DATA ITEM</b> FUEL CREDIT CARDS			<b>3. SUBTITLE</b>	
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.2		<b>6. REQUIRING OFFICE</b> NRLDC
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> ASREQ	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		
<b>16. REMARKS</b> The Contractor shall maintain a list of all credit card users. The List shall contain the names, codes, phone numbers, reason for card use, and date of issuance for all holders.					<b>15. TOTAL</b> → 0 1 0
<b>1. DATA ITEM NO.</b> A007		<b>2. TITLE OF DATA ITEM</b> DAILY FUEL ISSUED AND STATUS REPORT			<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.2.7		<b>6. REQUIRING OFFICE</b> NRLDC
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> DAILY	<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> DAC AWD	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		
<b>16. REMARKS</b> The Contractor maintain records on a daily basis of fuel dispensed. Records shall include Vehicle ID, customer name, amount of fuel issued					<b>15. TOTAL</b> → 0 1 0
<b>1. DATA ITEM NO.</b> A008		<b>2. TITLE OF DATA ITEM</b> FUEL MONTHLY SUMMARY			<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW SEC 3.3.2.8		<b>6. REQUIRING OFFICE</b> NRLDC
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> MONTHLY	<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> DAC AWD	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		
<b>16. REMARKS</b> The contractor shall submit a monthly fuel summary report no later than the 5th work day of the following month.					<b>15. TOTAL</b> → 0 1 0
<b>1. DATA ITEM NO.</b> A009		<b>2. TITLE OF DATA ITEM</b> DISPATCH LOG FOR VEHICLES AND EQUIPMENT			<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.3		<b>6. REQUIRING OFFICE</b> NRLDC
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> ASREQ	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		
<b>16. REMARKS</b> The Contractor shall maintain a dispatch log for all equipment dispatched from the motor pool. The log shall include all contractor and government usage.					<b>15. TOTAL</b> → 0 1 0
<b>G. PREPARED BY</b> CODE 3520			<b>H. DATE</b> 03/24/06	<b>I. APPROVED BY</b>	
				<b>J. DATE</b>	

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

17. PRICE GROUP
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<b>A. CONTRACT LINE ITEM NO.</b> 0002			<b>B. EXHIBIT</b> A		<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____				
<b>D. SYSTEM/ITEM</b> BASE OPERATIONS				<b>E. CONTRACT/PR NO.</b> N00173-06-R-JR03		<b>F. CONTRACTOR</b> TBD			
<b>1. DATA ITEM NO.</b> A010	<b>2. TITLE OF DATA ITEM</b> VEHICLE/EQUIPMENT REQUEST FORM				<b>3. SUBTITLE</b>				
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.3.1			<b>6. REQUIRING OFFICE</b> NRLDC			
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>	<b>11. AS OF DATE</b> DAC AWD		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>		
<b>16. REMARKS</b> The Contractor shall prepare and process vehicle request and records forms.							Draft	Final Reg    Repro	
						COR		1	
						<b>15. TOTAL</b> → →	0	1	0
<b>1. DATA ITEM NO.</b> A011	<b>2. TITLE OF DATA ITEM</b> SUMMARY OF EQUIPMENT UTILIZATION				<b>3. SUBTITLE</b>				
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW, SEC 3.3.3.4			<b>6. REQUIRING OFFICE</b> NRLDC			
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> MONTHLY		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>	<b>11. AS OF DATE</b> DAC AWD		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> SEE BLK 16		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>		
<b>16. REMARKS</b> The Contractor maintain records on a daily basis of fuel dispensed. Records shall include Vehicle ID, customer name, amount of fuel issued							Draft	Final Reg    Repro	
						COR		1	
						<b>15. TOTAL</b> → →	0	1	0
<b>1. DATA ITEM NO.</b> A012	<b>2. TITLE OF DATA ITEM</b> LOG OF NCRDNMP USAGE				<b>3. SUBTITLE</b>				
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b> SOW SEC 3.3.3.5			<b>6. REQUIRING OFFICE</b> NRLDC			
<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ		<b>12. DATE OF FIRST SUBMISSION</b> ASREQ		<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>	<b>11. AS OF DATE</b> DAC AWD		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> ASREQ		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>		
<b>16. REMARKS</b> The contractor shall maintain a daily log of each trip request for the NCRDNMP.							Draft	Final Reg    Repro	
						COR		1	
						<b>15. TOTAL</b> → →	0	1	0
<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>				<b>3. SUBTITLE</b>				
<b>4. AUTHORITY (Data Acquisition Document No.)</b>			<b>5. CONTRACT REFERENCE</b>			<b>6. REQUIRING OFFICE</b>			
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>		<b>12. DATE OF FIRST SUBMISSION</b>		<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>	<b>11. AS OF DATE</b>		<b>13. DATE OF SUBSEQUENT SUBMISSION</b>		<b>a. ADDRESSEE</b>		<b>b. COPIES</b>		
<b>16. REMARKS</b>							Draft	Final Reg    Repro	
						<b>15. TOTAL</b> → →	0	0	0
<b>G. PREPARED BY</b> CODE 3520			<b>H. DATE</b> 03/24/06		<b>I. APPROVED BY</b>		<b>J. DATE</b>		

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>17. PRICE GROUP</b>
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<b>A. CONTRACT LINE ITEM NO.</b> ALL	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____
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<b>D. SYSTEM/ITEM</b> Base Operations Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A013	<b>2. TITLE OF DATA ITEM</b> Accident Reporting	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW 3.3.3.6
		<b>6. REQUIRING OFFICE</b> NRL COR

<b>7. DD 250 REQ NO</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro

<b>16. REMARKS</b> The contractor shall report any accident involving a Government - owned Vehicle operated by the contractor's or government's operators	<b>COR</b>		1	
<b>15. TOTAL</b> → 0 1 0				

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A014	<b>2. TITLE OF DATA ITEM</b> Operators Inspection Guide and Trouble Report	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW 3.3.3.7
		<b>6. REQUIRING OFFICE</b> NRL COR

<b>7. DD 250 REQ NO</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro

<b>16. REMARKS</b> The contractor shall utilize this report to document and report deficiencies detected during inspection and operation of vehicle. These reports shall be kept at NRL B-36	<b>COR</b>		1	
<b>15. TOTAL</b> → 0 1 0				

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A015	<b>2. TITLE OF DATA ITEM</b> Dispatch Log for Taxi Service	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW 3.3.4.3.1
		<b>6. REQUIRING OFFICE</b> NRL COR

<b>7. DD 250 REQ NO</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro

<b>16. REMARKS</b> Contractor shall record all taxi services on a dispatch log reflecting the date of call, time of call, location of passenger and, destination time	<b>COR</b>		1	
<b>15. TOTAL</b> → 0 1 0				

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A016	<b>2. TITLE OF DATA ITEM</b> Out of Service Equipment log	<b>3. SUBTITLE</b>
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW 3.3.5.2.2
		<b>6. REQUIRING OFFICE</b> NRL COR

<b>7. DD 250 REQ NO</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>	
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>
				Draft	Final
					Reg
					Repro

<b>16. REMARKS</b> Contractor shall keep a log at all times of all Our of Service Equipment which shall be made available to the COR for inspection at All Times	<b>COR</b>		1	
<b>15. TOTAL</b> → 0 1 0				

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>A. CONTRACT LINE ITEM NO.</b> ALL	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____
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<b>D. SYSTEM/ITEM</b> Base Operations Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A017	<b>2. TITLE OF DATA ITEM</b> Completed SRO	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.5.3.1	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Daily	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	a. ADDRESSEE	b. COPIES	
					Draft	Final

<b>16. REMARKS</b> Contractor Shall file completed white copies of the SRO with the equipment history jacket, and submit green copies of the SRO to the COR daily	COR		1			
<b>15. TOTAL</b> →				0	1	0

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A018	<b>2. TITLE OF DATA ITEM</b> Miscellaneous SRO	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.5.3.2	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Daily	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	a. ADDRESSEE	b. COPIES	
					Draft	Final

<b>16. REMARKS</b> Contractor shall file completed white copies of the SRO in a consolidated history jacket, and submit completed green copies of SRO to the COR daily	COR		1			
<b>15. TOTAL</b> →				0	1	0

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A019	<b>2. TITLE OF DATA ITEM</b> Tire Replacement Record	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.5.4.3	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	a. ADDRESSEE	b. COPIES	
					Draft	Final

<b>16. REMARKS</b> Contractor shall maintain a log of all tire replacements. Log shall include vehicle identification tire type and date of replacement	COR		1			
<b>15. TOTAL</b> →				0	1	0

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A020	<b>2. TITLE OF DATA ITEM</b> Solid Waste Tracking	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.7	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> no	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>		
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	a. ADDRESSEE	b. COPIES	
					Draft	Final

<b>16. REMARKS</b> Contractor shall track the type, quantity, and cost of all lubricating oils	COR		1			
<b>15. TOTAL</b> →				0	1	0

<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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<b>A. CONTRACT LINE ITEM NO.</b> ALL	<b>B. EXHIBIT</b> A	<b>C. CATEGORY:</b> TDP _____ TM _____ OTHER _____
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<b>D. SYSTEM/ITEM</b> Base Operations Support	<b>E. CONTRACT/PR NO.</b>	<b>F. CONTRACTOR</b>
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<b>1. DATA ITEM NO.</b> A021	<b>2. TITLE OF DATA ITEM</b> Title V Clean Air Act Records	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.7.1	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b> COR	<b>b. COPIES</b>		
					<b>Draft</b>	<b>Final</b>	
						<b>Reg</b>	<b>Repro</b>

<b>16. REMARKS</b> Contractor shall maintain records and equipment as required in accordance with the SOW and in compliance with Clean Air Act	<b>15. TOTAL</b> → 0 1 0
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A22	<b>2. TITLE OF DATA ITEM</b> Authorized Use Lis	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.3.7.2	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b> COR	<b>b. COPIES</b>		
					<b>Draft</b>	<b>Final</b>	
						<b>Reg</b>	<b>Repro</b>

<b>16. REMARKS</b> Contractor shall maintain a authorized use list (AUL) and Material Safety Data Sheets on all approved material and shall be available to all employees	<b>15. TOTAL</b> → 0 1 0
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b> A23	<b>2. TITLE OF DATA ITEM</b> Indefinite Quantity Work	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b> SOW 3.4.1	<b>6. REQUIRING OFFICE</b> NRL COR
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<b>7. DD 250 REQ</b> NO	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> ASREQ	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>		<b>11. AS OF DATE</b> Award	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b> COR	<b>b. COPIES</b>		
					<b>Draft</b>	<b>Final</b>	
						<b>Reg</b>	<b>Repro</b>

<b>16. REMARKS</b> Contractor shall provide a schedule to the COR (within 24 hours) after receipt of IDQ work request advising of the estimated cost and time frame of when work will be completed	<b>15. TOTAL</b> → 0 1 0
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>1. DATA ITEM NO.</b>	<b>2. TITLE OF DATA ITEM</b>	<b>3. SUBTITLE</b>
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<b>4. AUTHORITY (Data Acquisition Document No.)</b>	<b>5. CONTRACT REFERENCE</b>	<b>6. REQUIRING OFFICE</b>
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<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b>	<b>12. DATE OF FIRST SUBMISSION</b>	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b>		<b>11. AS OF DATE</b>	<b>13. DATE OF SUBSEQUENT SUBMISSION</b>	<b>a. ADDRESSEE</b>	<b>b. COPIES</b>		
					<b>Draft</b>	<b>Final</b>	
						<b>Reg</b>	<b>Repro</b>

<b>16. REMARKS</b>	<b>15. TOTAL</b> → 0 1 0
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<b>17. PRICE GROUP</b>
<b>18. ESTIMATED TOTAL PRICE</b>

<b>G. PREPARED BY</b>	<b>H. DATE</b>	<b>I. APPROVED BY</b>	<b>J. DATE</b>
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**APPLICABLE DOCUMENTS**

**TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATIONS AND MAINTENANCE**

**The contractor shall use the most current version of the following documents:**

- (1) Maryland State Motor Vehicle Laws and Regulations.
- (2) NAVFAC P-300 (Management of Transportation Equipment).
- (3) NAVFAC P-306 (Testing and Licensing of Construction Equipment Operators).
- (4) NAVFAC MO-403 (Navy Driver's Handbook).
- (5) NAVFACINST 11200.12 (Current Edition).
- (6) NAVMAT P-5100 (Safety Precautions for Shore Activities).
- (7) NRLINST 5100.13A (NRL Safety and Occupational Health Manual).
- (8) NRLINST 5102.1A (Mishap Investigation and Reporting).
- (9) NRLINST 8020.1B (Explosives Safety Manual).
- (10) NRLINST 11320.1E (Fire Prevention and Protection Manual).
- (11) NRLINST 11200.1E (Administration, Operation and Utilization of Transportation Equipment).
- (12) NRLINST 11200.2F (Use of the National Capital Region/Department of the Navy Motor Pool (NCRDNMP)).
- (13) NRLINST 11200.3B (Motor Vehicle Operator Licensing).
- (14) NAVSEA OP- 2239 (Driver's Handbook Ammunition, Explosive, and Dangerous Articles).
- (15) NAVSEA OP-02165, Volume 1 (Navy Transportation Safety Handbook).
- (16) NAVSUPINST 10490.32 (Maintenance of MHE (Current Edition))
- (17) Regulations Implemented by Commanding Officer, Naval Research Laboratory.
- (18) Technical Manual Library of Equipment Manufacturers' Operation, Maintenance, and Repair Manuals, Located at the CBD Transportation Supervisor's Office, Building 15.
- (19) U.S. Department of Transportation, FRA, Motor Carrier Safety Regulation, Parts 200-999

**VEHICLE LISTING**

<b>VEHICLE DESCRIPTION</b>	<b>USN NUMBER</b>	<b>TAG #</b>	<b>BAR CODE</b>	<b>YEAR</b>	<b>MFG</b>	<b>VEH WEIGHT</b>	<b>NRL AGE</b>	<b>CODE</b>	<b>CUSTODIAN</b>	<b>COMMENTS</b>
TOW,TRK,WAREHOUSE	11-04880		412490	1991	HARLAN	7,000	14	9011	G.FRANK	
TOW,TRK,WAREHOUSE	11-54078		385521	1972	UNITED	5,000	33	8212	W.RAYNOR	
TOW,TRK,WAREHOUSE	11-54079		412498	1992	HARLAN	7,000	13	3523	R.DAMBROSIO	
TRK CRANE WAREHOUSE	12-05983		453270	1987		43,320	18	8212	W.RAYNOR	
TRK CRANE WAREHOUSE	12-06015		385734	1972	EP	12,450	33	8212	W.RAYNOR	
TRK CRANE WAREHOUSE	12-06017		385733	1971	KRANE	24,000	34	8212	R.FLOYD	
FORKLIFT,GAS	13-16938		378696	1986	HYSTER	10,884	19	3452	A.ANTHONY	
FORKLIFT	13-16959		362135	1986	HYSTER		19	6138	R.FOSTER	Key West
FORKLIFT,GAS	13-17388		384523	1988	MITSUBISHI	8,640	17	3522	J.MEISTER	
FORKLIFT DIESEL	13-17468		384863	1986	CAT	8,000	19	3452	A.ANTHONY	
FORKLIFT REACH	13-19996		442995	1996	PETTIBONE	16,320	9	8142	J.LANZA (A.MERAT)	
FORKLIFT,GAS	13-28410		385153	1988	YALE	4,000	17	3546	L.HUNTER	
FORKLIFT ELECT	13-28411		385158	1988	YALE	9,034	17	3546	L.HUNTER	
FORKLIFT ELECT	13-28412		368726	1987	YALE	6,999	18	6795	R.FISCHER	
FORKLIFT ELECT	13-32082		381756	1974	A/C	6,000	31	8212	W.RAYNOR	
FORKLIFT ELECT	13-32083		381758	1973	BIG JOE	5,000	32	5752	D.GARDNER	
FORKLIFT,GAS	13-39789		448912	1997	YALE	11,104	8	8140	T.MOOREHEAD	
FORKLIFT ELECT	13-41267		416219	1992	HYSTER	13,765	13	3452	A.ANTHONY (W.MYERS)	
FORKLIFT DIESEL	13-48798		454651	2001	HYSTER	18,380	4	3523	R.PALLADINO	
FORKLIFT,GAS	13-63387		385152	1988	MITSUBISHI	8,640	17	8212	W.RAYNOR	
FORKLIFT	13-63391		385155	1987	HYSTER		18	6752	A.NOLL	
FORKLIFT DIESEL	13-63394		406946	1991	WIGGINS	30,000	14	3522	J.MEISTER	
FORKLIFT ELECT	13-63398		368725	1987	YALE	6,999	18	6130	K.LUCAS	
FORKLIFT ELECT	13-65051		368724	1987	YALE	6,999	18	3452	A.ANTHONY (W.MYERS)	
FORKLIFT,GAS	13-77614		340596	1983	HYSTER	4,000	22	3452	A.ANTHONY (W.MYERS)	
FORKLIFT,GAS	13-78765		397278	1990	HYSTER	10,578	15	3523	R.PALLADINO	
FORKLIFT,GAS	13-80294		424511	1994	HYSTER	10,493	11	3523	R.PALLADINO	
FORKLIFT ELECT	13-81676		412497	1989	CLARK	5,000	16	8212	W.RAYNOR	
FORKLIFT,GAS	13-85768		378688	1986	HYSTER	10,800	19	3522	J.MEISTER	
FORKLIFT,GAS	13-85769		384525	1988	MITSUBISHI	8,640	17	7421	R.WILKERSON	
FORKLIFT,GAS	13-85770		384522	1988	MITSUBISHI	8,640	17	3452	A.ANTHONY (W.MYERS)	
FORKLIFT,GAS	13-85771		384524	1988	MITSUBISHI	8,640	17	3524	J.YOUNGER	

**VEHICLE LISTING**

<b>VEHICLE DESCRIPTION</b>	<b>USN NUMBER</b>	<b>TAG #</b>	<b>BAR CODE</b>	<b>YEAR</b>	<b>MFG</b>	<b>VEH WEIGHT</b>	<b>NRL AGE</b>	<b>CODE</b>	<b>CUSTODIAN</b>	<b>COMMENTS</b>
FORKLIFT	13-86569	KEY WEST	450702	1999	YALE	11,100	6	6138	R.FOSTER	
FORKLIFT ELECT	13-86570		450701	1998	CLARK	8,860	7	8212	W.RAYNOR	
FORKLIFT REACH	13-87924		437630	1995	SELLICK	24,975	10	3523	R.PALLADINO	
FORKLIFT ELECT	13-92483		392546	1989	HYSTER	10,040	16	8212	W.RAYNOR	
FORKLIFT,GAS	13-98688		385514	1971	BAKER	6,500	34	8212	W.RAYNOR	
FORKLIFT ELECT	13-99229		400776	1990	HYSTER	11,140	15	3452	A.ANTHONY (L.MARSHALL)	
FORKLIFT ELECT	13-99230		400773	1990	HYSTER	12,140	15	3452	A.ANTHONY	
AIR COMPRESSOR	31-07504		392492	1989	SULLAIR	2,560	16	3523	R.PALLADINO	
AIR COMPRESSOR	31-07796		412491	1987	INGERS.RAND		18	3522	J.MEISTER	CBD
TRACTOR (KUBOTA)	45-03511	CBD	378690	1985	KUBOTA	1,565	20	6183	C.WHITEHURST	CBD
LOADER	45-04063		437635	1995	BOB CAT	6,467	10	3523	R.PALLADINO	
TRACTOR WHEEL	48-16633		325709	1980	JOHN DEERE	31,253	25	3522	J.MEISTER	CBD
TRACTOR WHEEL	48-16634		381231	1980	JOHN DEERE	31,253	25	3522	J.MEISTER	CBD
TRACTOR WHEEL	48-16943		400779	1981	FORD	14,000	24	8124	L.LAROSE	POMONKEY
TRACTOR BACKHOE	48-17964		397279	1990	JOHN DEERE	12,393	15	3522	J.MEISTER	CBD
TRACTOR BACKHOE	48-17965		397280	1990	JOHN DEERE	12,393	15	3523	R.PALLADINO	
GENERATOR PORTABLE	51-14791		381763	1968	JETA	2,740	37	3524	M.SCHULTZ	
GENERATOR 20 KW	51-22936		400762	1983	ONAN	8,860	22	5752	J.PRICE	CBD
GENERATOR	51-23110		448904	1994	LIBBY	4,000	11	3524	M.SCHULTZ	
GENERATOR 30 KW	51-23922		431738	1994	LIBBY	2,732	11	5701	J.FOOTE	
SWEEPER	51-23923		431739	1994	LIBBY	890	11	3522	J.MEISTER	CBD
WELDER ARC	51-77417		397638	1990	MILLER	3,000	15	9500	PWC	
GENERATOR 60 KW	52-24079		437627	1995	LIBBY	3,992	10	8142	J.LANZA	
TRACTOR, SPREADER	55-76420		378570	1986	HAHN		19	9011	G.FRANK	
SWEEPER	57-04171		380393	1975	EMPIRE	12,545	30	9011	G.FRANK	
TRK, HAZ-MAT	76-00001		400753	1990	PIERCE	21,960	15	3532	E. STILLWELL	
MOBILE LAB	91-06281	6794	385513	1988	DODGE	10,800	17	6183	C.WHITEHURST (R.BROWN)	CBD
MOBILE LAB	91-07205	10485	385511	1987	FORD	13,500	18	6180	T.STREET	CBD
BUS, 16-20	91-08336	N/A	455561	2002	THOMAS	5,689	3	9011	G.FRANK	
SEDAN	92-26251	11415	397642	1990	FORD	2,587	15	3522	J.MEISTER	CBD
SEDAN	92-29615	13125	450693	1998	FORD	2,696	7	9011	G.FRANK	

## VEHICLE LISTING

ATTACHMENT (1)  
ENCLOSURE 2, PART I  
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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE	CODE	CUSTODIAN	COMMENTS
TRK 1/4 - 1 TON ELECT PASSENGER VAN	93-19447	9110	385512	1984	DODGE	4,036	21	5554	M.RUPAR	
PASSENGER VAN	93-23221	10465	378720	1988	CHEVY	4,406	17	9031	D.HUELSBECK	
PASSENGER VAN	93-25665	11140	397286	1990	DODGE	4,222	15	9011	G.FRANK	
PASSENGER VAN	93-27017	11375	397639	1990	DODGE	4,222	15	3522	J. MEISTER	CBD
PASSENGER VAN	93-27030	11417	400770	1990	DODGE	4,800	15	9011	G.FRANK	
PASSENGER VAN	93-32057	12858	442983	1996	FORD	3,860	9	9011	G.FRANK	
PASSENGER VAN	93-32058	12859	442984	1996	FORD	3,860	9	9011	G.FRANK	
PASSENGER VAN	93-34391	13289	453278	2000	DODGE	3,500	5	9011	G.FRANK	
PASSENGER VAN	93-35656	14516	455316	2002	DODGE	4,938	3	9011	G.FRANK	
TRK 1/4 - 1 TON ELECT MOBILE LAB	94-04282	573710	-MD 381753	1976	FORD	4,380	29	6175	R.AUGUST	
TRK, 1 TON STEP	94-09003		378700	1978	DODGE	8,500	27	6175	R.AUGUST	
CARGO VANS	94-16739	8947	380394	1983	CHEVY	5,781	22	9011	G.FRANK	
TRK, UTILITY CART	94-24490		378693	1986	DODGE	3,697	19	3522	J.MEISTER	CBD
TRK, UTILITY CART	94-31012	N/A	361664	1986	TAYLOR DUNN	1,683	19	5702	R. PERLUT (H.CROSBY)	CBD
TRK, UTILITY CART	94-31014	N/A	354960	1985	CLUB CAR	640	20	1223	J.GRAY (M.NEWLAND)	
TRK, UTILITY CART	94-31015	N/A	361983	1986	NOLAND	1,380	19	5763	J.FURR	
TRK, UTILITY CART	94-31016	N/A	361985	1986	NOLAND	1,380	19	5763	J.FURR	PAX River
CARGO VANS	94-31350	11527	392494	1988	CHEVY	8,600	17	9011	G.FRANK	
PICK UP TRK	94-31766	10240	378709	1987	CHEVY	3,549	18	3522	J.MEISTER	
CARGO VANS	94-33373	10415	378717	1987	CHEVY	3,966	18	3523	C.CHAPMAN	
TRK 1/4 - 1 TON ELECT	94-33950	208075M	378511	1985	CHEVY	3,686	20	8124	L.LAROSE	Pomonkey
TRK, 1 TON STEP	94-34271	10602	384761	1988	GMC CHEVY	8,600	17	3546	L.HUNTER	
TRK, 1 TON STEP	94-36348	10711	385157	1988	CHEVY	5,996	17	3546	L.HUNTER (J.MEISTER)	
PICK UP TRK	94-36422	10710	384864	1989	DODGE	5,000	16	3523	T.EDWARDS	
PICK UP TRK	94-36423	11416	384865	1989	DODGE	3,549	16	6183	C.WHITEHURST	CBD
TRK, PANEL	94-37455	10755	424515	1989	DODGE	6,010	16	9100	B.BUTTGEREIT	MRC
PICK UP TRK	94-41061	11313	397281	1991	DODGE	3,614	14	3523	C.CHAPMAN (J.HEADLEY)	
CARGO VANS	94-41215	10977	397287	1990	DODGE	3,699	15	3523	C.CHAPMAN (J.HEADLEY)	
TRK, 1 TON STEP	94-44911	11744	406948	1991	CHEVY	9,000	14	3546	L.HUNTER	
PICK UP TRK	94-44953	10712	397643	1990	DODGE	3,614	15	3523	J.MEISTER	CBD
PICK UP TRK	94-44954	11418	397645	1990	DODGE	3,614	15	3450	W.MYERS	
PICK UP TRK	94-44955	11419	397644	1990	DODGE	3,614	15	9011	G.FRANK	

**VEHICLE LISTING**

<b>VEHICLE DESCRIPTION</b>	<b>USN NUMBER</b>	<b>TAG #</b>	<b>BAR CODE</b>	<b>YEAR</b>	<b>MFG</b>	<b>VEH WEIGHT</b>	<b>NRL AGE</b>	<b>CODE</b>	<b>CUSTODIAN</b>	<b>COMMENTS</b>
CARGO VANS	94-47866	11824	412489	1991	DODGE	4,237	14	9011	G.FRANK	
CARGO VANS	94-47929		406949	1991	DODGE	3,997	14	8212	W.RAYNOR	
TRK, 1 TON STEP	94-50009	12246	419197	1992	CHEVY	6,210	13	3452	A.ANTHONY (W.MYERS)	
TRK 1/4 - 1 TON ELECT	94-54815	13266	424518	1993	FORD	5,139	12	5714	D.DIETLEIN	
TRK 1/4 - 1 TON ELECT	94-55151		455560	1987	FORD	4,600	18	8120	C.HUFFINE	
TRK 1/4 - 1 TON ELECT	94-56744		431735	1994	AMC	5,600	11	8142	A.MERAT	Blossom Point
CARGO VANS	94-59697		437631	1995	FORD	5,139	10	5712	C.BOVAIS	
CARGO VANS	94-62816	13040	448919	1997	DODGE	6,400	8	3462	V.EDWARDS	
CARGO VANS	94-62817	13038	448918	1997	DODGE	6,400	8	3462	V.EDWARDS	
CARGO VANS	94-62818	13039	448914	1997	DODGE	6,400	8	3462	V.EDWARDS	
CARGO VANS	94-62819	13041	448915	1997	DODGE	4,434	8	3546	L.HUNTER	
CARGO VANS	94-62820	13042	448916	1997	DODGE	4,434	8	3462	V.EDWARDS	
CARGO VANS	94-62821	13043	448917	1997	DODGE	6,400	8	3452	A.ANTHONY (W.MYERS)	
TRK, 1/4-1 TON ELECT (HMMV)	94-62911	13052	450427	1997	OSAGE INDUST	12,100	8	8143	B.MORGAN (R.ROBERTS)	
TRK, CARGO PICK UP	94-63681	N/A	450688	1998	CHEVY	9,200	7	6186	A.DURKIN	Mobile, AL - Shadwell
PICK UP TRK	94-64121	13132	450694	1998	CHEVY	5,186	7	9011	G.FRANK	
TRK, 1 1/2 TON ELECT	94-65192	13413	450704	1993	FORD	5,600	12	8120	C.HUFFINE	
TRK, 1 TON STEP	94-65308	13182	453261	1996	FORD	10,746	9	1222	L.POTEAT	
CARGO VANS	94-66286	13284	453276	2000	DODGE	5,034	5	3452	A.ANTHONY (W.MYERS)	
CARGO VANS	94-66287	13285	453277	2000	DODGE	5,034	5	3452	A.ANTHONY (W.MYERS)	
CARGO VANS	94-68037	13439	454652	2001	DODGE	5,400	4	3522	J.MEISTER	CBD
TRK, PANEL	94-68038	13438	454653	2001	DODGE	4,208	4	8012	D.MOORE	
PICK UP TRK	94-68078	13445	454654	2001	FORD	5,400	4	3523	R.PALLADINO	
TRUCK, PANEL	94-68260		454658	2001	CHEVROLET		4	9011	G.FRANK	CBD - Urban Meridian
TRK 1/4 - 1 TON ELECT	94-68409	13536	455312	2001	FORD	5,270	4	6132	T.LONGAZEL	
PICK UP TRK	94-69327	13388	455313	2002	CHEVY	4,980	3	3523	T.EDWARDS	
CARGO VANS	94-69328	13389	455314	2002	CHEVY	5,092	3	3480	L.MARSHALL	
TRK, ELECT	94-69329	8143	455315	2002	FORD	5,280	3	8143	B.MORGAN (R.ROBERTS)	
TRK, UTILITY	94-71555	N/A	381236	1966	FORD	3,200	39	9011	G.FRANK	
TRK 1/4 - 1 TON ELECT	94-89775	12649	340624	1973	GM (CHEVY)	3,720	32	7207	R.YOUNG	
MOBILE LAB	95-24992		400771	1978	DODGE	10,800	27	5554	A.ELEY	
TRK, 2 TON STAKE	95-25997	10444	378695	1986	INT'L	10,200	19	3523	R.PALLADINO	

## VEHICLE LISTING

ATTACHMENT (1)  
ENCLOSURE 2, PART I  
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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE	CODE	CUSTODIAN	COMMENTS
TRK, 2 TON STAKE	95-27545	13281	378722	1988	NAVISTAR INT'L	9,735	17	9011	G.FRANK	
TRK, 2 1/2 TON VAN	95-27546	10773	384868	1988	GMC	17,500	17	3546	O.FIELD	
TRK, TRACTOR	95-28017	21243F	378715	1987	KNLWTH	16,055	18	8142	J.LANZA	
TRK, 2 1/2 TON ELECT	95-28225	48227	392538	1990	INT'L	8,240	15	8212	C.BIRD	
TRK, 2 TON STAKE	95-28626	11874	406960	1991	FORD	6,325	14	3452	A.ANTHONY	
TRK, 2 TON STAKE	95-28769	12155	416229	1992	FORD	8,764	13	3522	J.MEISTER	
TRK, 2 TON STAKE	95-28770	12153	416223	1992	FORD	8,764	13	3480	L.MARSHALL	
TRK, 2 TON STAKE	95-29264	12590	431727	1994	FORD	22,000	11	9011	G.FRANK	
TRK, 2 1/2 TON DUMP	95-29348	12597	431734	1995	FORD	6,649	10	9011	G.FRANK	
TRK, 2 1/2 TON ELECT	95-29893	N/A	450689	1998	INT'L	22,120	7	8144	R. ECHARD	
TRK, 5 TON DUMP	95-30043	13221	453264	2000	FORD	8,400	5	9011	G.FRANK	
MOBILE LAB	95-30119	13219	454642	2000	FORD	12,040	5	5664	G.TRUSTY	
TRK, 2 TON STAKE	95-30173	13505	454656	2001	FORD	11,600	4	3523	R.PALLADINO	
TRK , WRECKER	96-36915	13444	340560	1979	GM	14,300	26	9011	G. FRANK	
TRK, 5 TON DUMP	96-42512	10889	392493	1988	INT'L	12,200	17	3522	J.MEISTER	CBD
TRK, TRACTOR	96-44422	11870	406950	1991	FORD	9,998	14	9011	G.FRANK	
TRK, 5 TON ELECT	96-44717	12061	412499	1992	FORD	16,615	13	5726	J. POCARO	
TRK, 5 TON ELECT	96-45024	N/A	416228	1992	FORD	9,464	13	7421	R.WILKERSON	
TRK, 5 TON STAKE	96-45324	12418	424500	1994	FORD	12,573	11	3523	R.PALLADINO	
TRK, 5 TON	96-45419		455558	1994	FORD	9,000	11	3546	O.FIELDS	
TRK, 5 TON ELECT	96-45484	N/A	424508	1994	GM		11	8142	A.MERAT	
TRK, TRACTOR	96-45676		424510	1994	FORD	10,500	11	8142	A.MERAT (T.MOOREHEAD)	
TRK, 5 TON ELECT	96-45769	N/A	424507	1994	FORD	15,785	11	5752	J.PRICE	
TRK, 5 TON ELECT	96-45950	N/A	431740	1994	GM	26,000	11	8142	A.MERAT	
TRK, 5 TON ELECT	96-46287	N/A	441222	1995	FORD	12,500	10	8143	B.MORGAN (R.ROBERTS)	
TRK, 5 TON ELECT	96-46403	N/A	442988	1996	GM	26,000	9	8142	A.MERAT	
TRK, 5 TON STAKE	96-46629	13059	448920	1997	INT'L	13,330	8	3452	A.ANTHONY (W.MYERS)	
TRK, TRACTOR	96-46867	13304	450697	1998	FORD	12,615	7	9011	G.FRANK	
TRUCK, FIRE	96-46971		325699	1976	FTI	18,170	29	6183	C.WHITEHURST	CBD
TRK, TRACTOR	96-47207	26521F	454641	2000	FREIGHT	23,587	5	8212	R.FLOYD	
TRK, 5 TON STAKE	96-47838	14545	455559	2002	FORD	11,783	3	3452	A.ANTHONY (W.MYERS)	

## VEHICLE LISTING

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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE CODE	CUSTODIAN	COMMENTS
TRUCK, STAKE	96-48145		455566	2004	FORD		1	R.PALLADINO (G.FRANK)	
TRLR, ANTENNA ELECT	97-11299		340583	1956	ERCO		49 8142	A.MERAT	Blossom Point
TRLR, ANTENNA ELECT	97-14629		340582	1969	KENTUCKY		36 7207	R.YOUNG	CBD
TRLR, 5-13 TON ELECT	97-15579		340579	1962	GREAT DANE		43 5660	M.KRURER	
TRLR, ANTENNA ELECT	97-15894		378506	1962	FRUEHAUF		43 8142	A.MERAT	Blossom Point
TRLR, 10 TON ELECT	97-18363	BLSSM PT	340640	1962	KENTUCKY		43 8212	R.FLOYD	
TRLR, ANTENNA ELECT	97-18626		381239	1963	WATSON AUTO		42 5602	C.WOOD	
TRLR, ANTENNA ELECT	97-19539		379269	1963	WATSOM	4,000	42 8124	S.CATANIA	Pomonkey
TRLR, 5-13 TON ELECT	97-28774		379266	1968	PRITCHKING	15,640	37 5558	W.CHAMBERS	
TRAILER, HOUSE	97-29900		379248	1969	COAST.TRAILER		36 6183	C.WHITEHURST	CBD
TRLR, ANTENNA ELECT	97-30431		381233	1962	FRUEHAUF		43 5602	C.WOOD	
TRLR, ANTENNA ELECT	97-31038		379270	1973	FRUEHAUF	4,300	32 8124	L.LAROSE	Pomonkey
TRAILER, 20' STAKE	97-32679		340654	1976	COPCO	20 TON	29 9011	G.FRANK	
TRAILER, 30' VAN	97-32916		311467	1979	MILLE	7,414	26 9011	G.FRANK	
TRAILER, 15-20 TON	97-33329		340580	1979	CMI	1,300	26 9011	G.FRANK	
TRLR, 5-13 TON ELECT	97-38014		378710	1987	PENNSTYLE		18 5602	P.LEBOW	CBD
TRLR, ANTENNA ELECT	97-38741		385729	1986	ARNES	20,000	19 8212	W.RAYNOR	CBD
TRAILER, HOUSE	97-38743		385732	1987	APS	6,290	18 8212	W.RAYNOR	
TRAILER, HOUSE	97-38820		392093	1985	BOND LUMBER	6,500	20 8142	A.MERAT	
TRAILER, INST	97-38955		392499	1989	AFC INC	9,970	16 8142	A.MERAT	
TRAILER	97-39127		392540	1989	SATELLITE	10,000	16 8142	A.MERAT	
TRAILER	97-39128		392541	1989	SATELLITE	10,000	16 8142	A.MERAT	
TRAILER, 7 1/2 TON ELEC	97-39218		397283	1990	CENTERVILLE	2,560	15 8124	L.LAROSE	
TRAILER, BOAT	97-39291		397646	1990	HAUL RITE	610	15 7264	M.SLETTEN	
TRAILER, INST	97-39568	311036	403033	1990	ARNES	20,000	15 5714	W.RAYNOR	CBD
TRLR, 15-20 TON	97-39844	12600	412495	1992	EZ LOADER	1,195	13 5752	J.PRICE	CBD
TRAILER, INST	97-39997		416224	1991	KALYN-SIEBERT	9,600	14 8142	A.MERAT	
TRAILER	97-40118	12433	419198	1993	CONTRAVES	9,000	12 5752	J.PRICE	CBD
TRAILER, BOAT	97-40349			1994	MAGIC TILT	870	11 7174	BESANCON	
TRAILER, 1/4 TON ELEC	97-40885		437633	1996	PENNSTYLE	670	9 5763	W.VINCENT	
TRAILER, INST	97-40990		442985	1994	KALYN-SIEBERT	10,240	11 8142	A.MERAT	

## VEHICLE LISTING

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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE	CUSTODIAN	COMMENTS
TRAILER	97-40991		442986	1995	KALYN-SIEBERT	10,240	10 8142	A.MERAT	
TRAILER	97-41054	12880	442989	1996	STRICK CORP	9,200	9 5714	D.DIETLEIN	
TRAILER	97-41055	12881	442990	1996	STRICK CORP	14,620	9 5753	J.FURR	
TRAILER, 30' VAN	97-41534	13136	450691	1998	LUFKIN	13,513	7 3480	L.MARSHALL (W.MYERS)	
TRLR, BOAT	97-41861	13258		1996	CALKINS	180	9 6115	T.BOYD	
TRAILER, STAKE	97-41916		431744	1989	TRAILMOBIL	8,000	16 8142	A.MERAT	CBD
TRAILER, 30' VAN	97-42070	13220	454643	1993	CARMATE	670	12 5664	G.TRUSTY	
MOBILE LAB	97-42208	13236	454645	2001	WINN	7,389	4 5515	W.ADAMS (A.SCHULTZ)	
MOBILE LAB	97-42220	13409	454647	2001	WINN	10,700	4 5550	E.BARR	
TRK, 2 1/2 TON ELECT	97-42245	13415	454649	2001	FREIGHTLINER	11,988	4 8142	J.LANZA (A.MERAT)	Blossom Point
TRLR, ANTENNA ELECT	97-42291	13507	454655	2000	CENTERVILL MFC	3,175	5 5712	C.BOVAIS	
TRAILER, 1/2 TON	97-43260		655	2001		17,150	4 9011	G.FRANK	
TRAILER, 30' VAN	97-43411	13387	455556	2001	CARGO EXPRESS	3,244	4 5715	D.NORTHAM	CBD
TRAILER, 20' STAKE	97-43570	14548	455574	2002	FONTAINE	76,862	3 9011	G.FRANK	
BOAT, DIVE 22'	N/A		385063	1987	BOSTON WHALER		18 3522	J.MEISTER	CBD
ENGINE, OUTBOARD 100HP	N/A		385064	1987	EVINRUDE		18 3522	J.MEISTER	
ENGINE, OUTBOARD 100HP	N/A		385065	1987	EVINRUDE		18 3522	J.MEISTER	
TRAILER, UTILITY	N/A	N/A	385519	1987	TEXAS BRAGG	3,500	18 3523	J.HEADLEY	
TRK, UTILITY CART	N/A		400777	1990	CUSHMAN	1,195	15 6183	C.WHITEHURST	
TRK, UTILITY CART	N/A		403036	1991	CUSHMAN	683	14 1222	L.POTEAT	
TRK, UTILITY CART	N/A		403039	1991	CUSHMAN	683	14 1222	L.POTEAT	
TRK, UTILITY CART	N/A		406947	1991	CUSHMAN	788	14 3544	P.KASKO	
TRK, UTILITY CART	N/A		406952	1991	CUSHMAN	1,195	14 3452	A.ANTHONY	
TRK, UTILITY CART	N/A		407115	1993	MITSUB	1,150	12 3522	J.MEISTER	CBD
TRK, UTILITY CART	N/A		407116	1993	MITSUB	1,150	12 3522	J.MEISTER	CBD
TRK, UTILITY CART	N/A		407117	1993	MITSUB	1,150	12 3522	J.MEISTER	CBD
TRK, UTILITY CART	N/A		416220	1992	CUSHMAN	890	13 7421	R.WILKERSON	
TRK, UTILITY CART	N/A		416221	1992	CUSHMAN	13,500	13 1222	L.POTEAT	
TRK, UTILITY CART	N/A		416222	1992	MITSUB	1,650	13 5592	M.RONAS	
TRK, UTILITY CART	N/A		416227	1991	CUSHMAN	1,195	14 8241	M.NURNBERGER	

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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE	CODE	CUSTODIAN	COMMENTS
TRK, UTILITY CART	N/A		419196	1993	CUSHMAN	890	12	1223	C.GRIFFEN	
TRK, UTILITY CART	N/A		419206	1993	MITSUB	1,650	12	5592	M.RONAS	
TRK, UTILITY CART	N/A		424505	1994	MITSUB	1,650	11	3523	R.DAMBROSIO	
TRK, UTILITY CART	N/A		431726	1994	MITSUB	1,750	11	8142	T.MOOREHEAD (A.MERAT)	Blossom Point
TRK, UTILITY CART	N/A		431732	1994	MITSUB	1,650	11	8013	F.JONES	
TRK, UTILITY CART	N/A		431733	1994	MITSUB	1,650	11	8142	A.MERAT	
TRK, UTILITY CART	N/A		437626	1995	MITSUB	1,411	10	8142	A.MERAT	Blossom Point
TRK, UTILITY CART	N/A		437628	1995	MITSUB	1,650	10	7207	W.YOUNG	
TRK, UTILITY CART	N/A		438363	1995	CUSHMAN	1,750	10	8124	L.LAROSE	Pomonkey
TRK, UTILITY CART	N/A		442980	1994	DAIHATSU	1,400	11	8201	J.SCHAUB	
TRK, UTILITY CART	N/A		442991	1996	CUSHMAN	1,200	9	5596	M.DOWDELL	
TRK, UTILITY CART	N/A		442992	1996	CUSHMAN	1,200	9	3462	V.EDWARDS	
TRK, UTILITY CART	N/A		448909	1997	CUSHMAN	1,750	8	3523	T.EDWARDS	
TRK, UTILITY CART	N/A		448910	1997	CUSHMAN	1,750	8	3523	C.CHAPMAN (J.HEADLEY)	
TRK, UTILITY CART	N/A	N/A	448911	1997	CUSHMAN	1,750	8	7602	S.REGALIA	
TRK, UTILITY CART	N/A		448913	1997	CUSHMAN	1,200	8	3544	P.KASKO	
TRK, UTILITY CART	N/A		448922	1998	CUSHMAN	2,029	7	3500	S.HARRISON	
TRK, UTILITY CART	N/A		450685	1997	CUSHMAN	2,100	8	3523	R.DAMBROSIO	
TRK, UTILITY CART	N/A		450686	1997	T/D	1,975	8	1227	M.CAREY (W.BLANEY)	
TRK, UTILITY CART	N/A		450687	1998	CUSHMAN	2,029	7	8122	W.LIPPINCOTT	
TRK, UTILITY CART	N/A		450692	1998	CUSHMAN	1,650	7	7145	M.NICHOLAS	
TRK, UTILITY CART	N/A		450700	1998	CUSHMAN	1,750	7	8241	M.OBARA	
TRK, UTILITY CART	N/A		450703	1999	CUSHMAN	2,029	6	8210	B.SCHMITT	
WELDER ARC	N/A	13133	450835	1998	MILLER	1,300	7	3523	T.EDWARDS	
TRK, UTILITY CART	N/A		451175	1998	CUSHMAN	1,320	7	8240	M.FERRELL	
TRK, UTILITY CART	N/A		451245	1998	CUSHMAN	1,320	7	8145	D.CLARK	
TRK, UTILITY CART	N/A		453275	1999	CUSHMAN	2,029	6	8202	C.GROSS	
TRK, UTILITY CART	N/A		453279	2000	CUSHMAN	1,990	5	3523	R.PALLADINO	
TRK, UTILITY CART	N/A		453280	2000	CUSHMAN	1,990	5	3523	T.EDWARDS	
TRK, UTILITY CART	N/A		454639	2000	CUSHMAN	1,620	5	8212	C.BIRD	
TRK, UTILITY CART	N/A		454640	2000	CUSHMAN	1,620	5	8212	C.BIRD	

## VEHICLE LISTING

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VEHICLE DESCRIPTION	USN NUMBER	TAG #	BAR CODE	YEAR	MFG	VEH WEIGHT	NRL AGE CODE	CUSTODIAN	COMMENTS
TRK, UTILITY CART	N/A		454650	2001	CUSHMAN	2,029	4 1006	R.BUSSEY	
TRK, UTILITY CART	N/A		454657	2001	CUSHMAN	2,029	4 5592	M.RONAS	
TRK, UTILITY CART	N/A	N/A	455307	2001	CUSHMAN	1,320	4 8150	A.KOLBE	
TRK, UTILITY CART	N/A		455309	2001	CUSHMAN		4 1006	M.KOSKY	
TRK, UTILITY CART	N/A		455557	2002	CUSHMAN	1,650	3 6136	P.SLEBODNICK (K.LUCAS)	
TRUCK, UTILITY CART	N/A		455562	2002	CUSHMAN		3 8142	A.MERAT	
TRUCK, UTILITY CART	N/A		455563	2002	CUSHMAN		3 8142	A.MERAT	
TRUCK, UTILITY CART	N/A		455564	2002	CUSHMAN		3 8143	A.COX	
SNORKELIFT			424506	1994	SNORKELIFT	10,900	11 3523	CHAPMAN (HEADLEY)	
TRUCK, UTILITY			437628	1995	MITSUBISHI		10 7202	C.COWAN (R.YOUNG)	
SPRAYER			450690	1998	TORO	4,200	7 3524	M.SCHULTZ (G.FRANK)	
MOWER, LAWN			450705	1999	GRAVELY		6 3522	J.MEISTER	
VACUUM			453281	2000	TENNANT	1,860	5 3524	M.SCHULTZ (G.FRANK)	
TRACTOR, 4WD MWR/PLOW			458211	2004	KUBOTA		1 3524	M.SCHULTZ	
VAN, CARGO			458212	2004	GEN MOTORS		1 3523	C.CHAPMAN	
VAN, CARGO			458213	2004	GEN MOTORS		1 9011	G.FRANK	
VAN, CARGO			458214	2004	GEN MOTORS		1 9011	G.FRANK	
BUS, 36 PASSENGER			458215	2005	THOMAS		0 9011	G.FRANK	
CART, UTILITY TRUCK			458216	2004	VANTAGE		1 3490	M.CLARK (W.MYERS)	
CART, UTILITY TRUCK			458217	2004	VANTAGE		1 3450	W.MYERS	
CART, UTILITY			458219	2004	CUSHMAN		1 1220	M.OVERTON	
SNOW PLOWS (6)									Not in AMS
SALT SPREADERS (4)									Not in AMS
TRAILER, UTILITY									
TRAILER TELESCOPIC TOWER 97-45158			459801	2005	HOLDEN	4080	1 5701	KIETH WADE	
TRAILER TELESCOPIC TOWER 97-45159			459802	2005	HOLDEN	4080	1 5701	KIETH WADE	
TRAILER TELESCOPIC TOWER 97-45160			459803	2005	HOLDEN	4080	1 5701	KIETH WADE	
BUS 36 PASS	91-08481		458215	2005	THOMAS		1 9011	GERRY FRANK	

**EQUIPMENT LISTING**

<u>QTY</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>PART#</u>	<u>MODEL/ SERIAL#</u>	<u>BAR CODE</u>
1	EMISSIONS ANALYZER				
1	IGNITION ANALYZER	OTC	7220K	N/A	
2	DRILL-DRIVEN PUMP	TEEL	IP866	N/A	
1	3/8 ANGLE DRILLB&D		6016 4050		
1	COMPRESSION TESTER	PROTO	CTR-10	N/A	
1	TUBING TOOL KITIMPERIAL	375-FS	N/A		
1	BRAKE DRUM MICROMETER	AAMCO	850	N/A	
1	FUEL PRESSURE VACUUM TESTER	ALLEN	N/A	N/A	
1	OIL PRESSURE TESTER	S&G	34450		
1	CHARGING SYSTEM ANALYZER	OTC	7200		
1	PRECISION METERCALETRO ELEC	010916			
1	HAND TACHOMETERSTEWART-	757-W			
		WARNER			
1	AIR GAUGE	ACME	023		
1	PISTON RING COMPRESSOR	ELBEE MFG CO	3-3/16		
1	PISTON RING COMPRESSOR	ELBEE MFG CO	3-1/3	3.3	
1	PISTON RING COMPRESSOR	ELBEE MFG CO	3-3/4		
1	HYD PRESSURE GAUGE 0-300	MARSH	R-12		
1	ANTI-FREEZE TESTER	TRW	670226		
1	LANTERN LIGHT	BIG BEAM	700A		
2	BRAKE ROTOR SILENCE BAND	AAMCO	6920		
1	TAP AND DIE SETN/A		40 PC		
1	HELICOIL KIT 7/16-14	HELICOIL	5521-7		
1	HELICOIL KIT 3/8-16	HELICOIL	5521-6		
1	HELICOIL KIT 1/2-20	HELICCIL	5528-8		
2	ALLEN SOCKETS (METRIC)	EASCO	N/A		
1	SET TORX SOCKETS	EASCO	N/A		
1	CHA3N WnM (TWO TON)	TUGIT	N/A		
1	VALVE PULLER	BISHMAN	811		
1	VALVE SEAT PULLER	N/A	810		
1	GEAR JACK	N/A	N/A		
1	1/2-FOUR-WAY LUG WRENCH	N/A	T90		
1	POLISHER ELEC	B&D	100	3233	
1	1 1/2 DRIVE EXTENSION 10"	B&D	38293		
1	AXLE NUT SOCKET 3-33/8	N/A			
1	AXLE NUT SOCKET 3-33/9	N/A			
1	SOCKET 13/4-3/4 DRIVE	N/A			
2	1/2 ROUND FILE 12"	N/A			
1	1/2 FLAT FILE 12"	N/A	N/A		
1	1/2 BASTARD FLAT FILES 12"	N/A	N/A		
2	1/2 BASTARD FLAT FILES 24"	N/A	N/A		
2	15" FLAT FILES	N/A	N/A		
1	10" FLAT BASTARD FILE	N/A	N/A		
1	CAULKING GUN	N/A	N/A		

**EQUIPMENT LISTING**

<u>QTY</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>MODEL/ PART#</u>	<u>SERIAL#</u>	<u>BAR CODE</u>
2	WOODEN FILE HANDLES	N/A	N/A		
1	3-1/4 AXLE NUT SOCKET	N/A	N/A		
1	KING PIN PRESS	N/A	CG230		
1	CHAIN LINK TOOLH.K. PORTER	N/A	N/A		
1	TUBE BENDER	IMPERIAL BRASS	364FH		
1	SPANNER WRENCH	DEMPSTER	BX347		
1	SPANNER WRENCH	DEMPSTER	BX348		
1	BOLT CUTTER #3	H.K. PORTER	N/A	N/A	
1	STEEL STAMP SET 3/16	HOGGSON	N/A		
1	STEEL STAMP SET 1/8	R. BOKER	N/A		
1	STEEL STAMP SET 1/4	N/A	N/A		
1	STEEL STAMP SET 1/8	YOUNG BROS	5110- 2890006		
1	STEEL STAMP SET 1/8	YOUNG BROS	5110- 2890002		
1	JUMPER CABLES (SET) 12'	ETRON	420P		
1	TOE GAUGE AAMCO	2630			
1	AIR IMPACT 3/4"CHI-PNMT	606B			
2	3/4" DRIVE IMPACT SOCKETS	N/A	N/A		
1	3/4" DRIVE IMPACT SOCKETS SET	WALDON			
1	GAS KEY TOTALIZER	WAYNE	KOP KL	9618	
1	DIESEL PUMP	BENNETT	3788	520010627	38138
1	GAS PUMP	GILBARCO	625104A003	DA037578	38487
1	GAS PUMP	GILBARCO	625104A003	DA037677	383710
1	DIESEL COMPRESSION GAUGE	MARSH	P9026		
1	BUSHING REMOVAL KIT	KD	31430		
1	PULLEY PULLER	KD	2897		
1	VALVE SPRING COMPRESSOR	LISLE	CF-49A		
1	NUT CRACKER	N/A	N/A		
1	CHAIN PIPE CUTTER	A/D	2031		
1	VALVE KEY INSTALLER	WILDE	676		
1	VALVE LIFTER PULLER	KD	2079		
1	VALVE LAPPING TOOL	KD	505		
1	BRAKE CYL HONE	DK	265		
1	COMPRESSION TESTER	HARTRIDGE	99-800		
1	COMPRESSION TESTER	ALLEN	8340		
1	BRAKE CYL HONE	AAMCO	350		
1	BRAKE CYL HONE	AAMCO	950		
1	COME-A-LONG	DAYTON	2Z449C		
1	FIRST AID KIT	CHAMP	9-982		
1	GREASE PUMP	BLACRANK	763-177464		
1	IMPACT ADAPTOR 3/4-1"	PROTO	07655		

**EQUIPMENT LISTING**

<u>QTY</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>MODEL/ PART#</u>	<u>SERIAL#</u>	<u>BAR CODE</u>
1	SOCKET, IMPACT 2-1/16	PROTO	10033		
1	SPANNER WRENCH	PROTO	C483		
1	METAL SHEARS	HIT	301LE		
1	RAD PRESSURE TEST ADAPTOR	STANT	A450		
1	DIAL INDICATOR GAUGE KIT	RANDALL	1-1000		
1	WIRE GAUGE SET	HARTIC	N/A		
1	SEAL INSTALLER	CATIPILER	8137548		
1	SEAL INSTALLER	NATIONAL	99387		
1	BOTTLE JACK 1.5 TON	MITSUBISHI	NPD1.5	N/A	
1	DIAL CALIPER	N/A	66222568	N/A	
1	10 PC SHACKLE STUD TOOL	BLACKHAWK	2-196	N/A	
1	BRAKE GAUGE	AAMCO	N/A	1750	
1	BUSHING REMOVE KIT	USA	875	N/A	
1	6 PC MICROMETER SET	LUSKIN			
1	DISC ROT. BALL JOINT GAUGE	CRTL-TOOL	6450		
1	RANGE DIAL INDICATOR SET	CRTL-TOOL	6410		
1	VACUUM GAUGE	SUN	0338-0013		
1	PIPE CUTTER	KD	2031		
1	DIAL INDICATOR MOUNT	STICKNEY	N/A		
1	COOLING SYSTEM TESTER	STANT	54-255A		
1	TORQUE WRENCH 1/2" 100'LB	PLOMB	5402		
1	BATTERY CHARGERSILVER BEAUTY	8250	12996613		
1	WET-DRY VAC	SHOP VAC CORP	500A		
1	VAT 40 TESTER	SUN	PT540	0884L2784	
1	VACUUM PUMP (AC)	ROBINAIR	15102A	7404	
1	BODY JACK	WALKER	93107		
1	WHEEL ALIGN SETBEAR	603	819		
1	COME-A-LONG (CABLE)	MADM-POW-R- PULL	1445		
1	IMPACT WRENCH ELEC HD 3/4	B&D	625	3805323	
1	AIR IMPACT WRENCH 1/2	B&D	N/A	N/A	
1	3/8 ELEC DRILL	B&D	7204	8529	
1	AIR IMPACT WRENCH 3/4	CHI-PNEMTC	606A N/A		
1	DRILL ELEC 1/4	B&D	1075-67	2120081	
1	ELECTRO TACHMETER	ELECTRO PROC	RM2		
1	SOLDER GUN WELER	0550			
1	MUFFLER GUN-AIRB&D	2655901			
1	SEAL INSTALLER TOOL	NAT OIL SEAL	RD287		
1	TORQUE WRENCH 3/4-300 LBS	STURTEVANT	N/A		
1	2-9/16 SOCKET	OTC	1904		
1	3/4 DRIVE EXT	BONNEY	4290		
1	SOCKET 4-1/8 - 6PT	BWI	M-1915		
1	SOCKET 2-15/16 - 12PT	ARMSTRONG	X1294		
1	SOCKET 2-15/16 - 6PT	PROTO	N/A		
1	SOCKET 2-7/8 - 8 PT	OTC	1933		

**EQUIPMENT LISTING**

<u>QTY</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>MODEL/ PART#</u>	<u>SERIAL#</u>	<u>BAR CODE</u>
2	AXLE NUT SOCKET 3-9/16	N/A	N/A		
1	AXLE NUT SOCKET 3-13/16	N/A	N/A		
1	AXLE NUT SOCKET 4-3/8	N/A	N/A		
1	AXLE NUT SOCKET 3-13/16 4-1/2	N/A	N/A		
1	AXLE NUT SOCKET 3-9/16	N/A	N/A		
1	AXLE NUT SOCKET 3-9/16	N/A	N/A		
1	3/4 SQUARE DRIVE	N/A	N/A		
1	SOCKET 13/16	PROTO	N/A		
1	3/4 SQUARE DRIVE	N/A	N/A		
1	SOCKET 13/16	PROTO	N/A		
1	SOCKET 3/4 DRIVE 4/16	DAYTON	N/A		
1	HOSE SIZER N/A	N/A			
1	FIRST AID KIT	ACME			
1	DRILL PRESS	ENCO	PD-16		
1	PARTS CLEANING TANK	DYNA-CLEAN	N/A		
1	ACETYLENE TORCH SET	MARQUETTE	25-110		
1	STEAM CLEANER	HYDRO	15410	1500	
1	AXLE NUT SOCKET 3"	N/A	N/A		
1	AXLE NUT SOCKET 3-3/16	N/A	N/A		
1	AXLE NUT SOCKET 3-9/16	N/A	N/A		
1	SOCKET 2" - 3/4 DRIVE	WALDEN	5164		
1	SOCKET 2-1/8-3/4"	WRIGHT	2168		
1	TRANS-JACK HYD	WALKER	47		
1	FLOOR-JACK HYD 10 TON	WALKER	93658		
1	IPOWER RACK SAWN/A	N/A			
1	ENGINE HOIST 1 TON	RUGER	RP-18	C4572	
1	BENCH VISE REED	206R	N/A		
1	BRAKE LATHE	AAMCO	77078	5747	397641
1	WELDER-ARC LINCOLN	250			
1	WHEEL BRG FILLER (PUMP)	LINCOLN	843		
1	WHEEL DOLLY (TRUCK)	OTC			389603
3	JACK STANDS 7 TON	N/A	N/A		
2	JACK STANDS 2 TON	LINCOLN	93505		
2	JACK STANDS 5 TON	N/A			
1	ENGINE ANALYZERSUN	012-0428	04840AO		
1	PRESS HYD 50 TON AIR/HYD	LINCOLN	93505		
2	TRANS JACK WALKER	798	N/A		
1	5' TRI POD STAND	N/A	N/A		
1	TIRE CAGE (SAFETY CAGE)	N/A	N/A		
1	TM CHANGER COATS	20-20		318313	
1	ITIRE CHANGER	BISHMAN	931A	3058	318312
1	WHEEL BALANCER	SUN	CWB1762	C4888	392004

**EQUIPMENT LISTING**

<u>QTY</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>MODEL/ PART#</u>	<u>SERIAL#</u>	<u>BAR CODE</u>
1	TIRE CHANGER	MAY	M62B	121854	381343
1	WATER FOUNTAIN	HALSEY TAYLOR	N/A	N/A	
1	LIFT (FORKLIFT) JOYCE	3V5PB-30	18ML82421		
1	PRTBL GREASE GUN	STEWART	711A4	T-9	381384
1	PRTBL GREASE GUN	ALEMITE	N/A	N/A	
1	REFRIGERATOR	GE	N/A	N/A	
1	BRAKE VAC	NILFISH	GS-82-815	N/A	
1	AIR COMPRESSOR	CHAMPION	VR5-8	R1555925	392009
1	FLOOR JACK LINCOLN	93642	412494		
1	BRAKE VAC	NILFISH	GAC-816132	N/A	
1	LIFT SINGLE POST	JOYCE	N/A	N/A	
1	LIFT SINGLE POST	ROTARY	FP46A-45A	L555532	
1	OIL PUMP	S-W	324300	64169D8	
1	OIL PUMP	GRACO	203963	A8704	
1	OIL PUMP (HAND) BLACKMER	SF25	N/A		
1	OIL PUMP	TUTHIL	N/A	N/A	
1	BATTERY TESTER	INTERSTATE	1000AMP		
1	HYDROMETER THERMOMETER	5130-57			
1	WRENCH	BEAR	2569		
1	CYLINDER GAUGE	STARETT	452A		
1	POWER SAW #27	STIHL	026	N/A	412492

## **SNOW SERVICES**

**SNOW/ICE REMOVAL SERVICES:** The Project Manager shall monitor the weather reports and be prepared to furnish all labor and materials as requested by the COR/QA, on a 24 hours a day, 7 days a week basis, to provide snow and ice removal service to ensure that the operational mission of NRL is not impaired in the event of a snow/ice storm. The Contractor shall keep the COR advised of the condition of NRL at all times during a snow alert. The Contractor shall make recommendations as to the quantity of personnel and then ensure the number of qualified maintenance and operational personnel requested by the COR's IDQ are available and that they are thoroughly familiar with the station's regulations and snow/ice plan set forth below. The COR will decide when and which plan will be implemented. The COR may have others beside the Contractor to operate the snow trucks. The Contractor shall ensure that adequate equipment and material (trucks, snow plows, snow blowers, shovels, road salt, and chemicals) are available in the event of a snow/ice storm. The requirements for snow/ice removal are to clear and remove snow and ice and maintain accessible and safe roads and parking lots required for, private and Government vehicle traffic, operation, safety and fire protection at the NRL main site. This includes plowing, truck loading and sand/chemical spreading. In the event of impending precipitation of snow/ice, the Contractor shall take necessary preparatory precautions to ensure snow removal equipment and personnel are ready for operation. The Contractor shall clear and maintain all roads, parking lots, as described above and in accordance with priorities established by the station snow/ice plan set forth below. Snow removal services average 300 hours per year.

- (1) The contractor shall spread salt and clear and remove snow/ice from roads, parking areas, in the priority listed below in plan A and 3:

### **SNOW REMOVAL PRIORITIES (SNOW TRUCKS)**

#### **PLAN A:** Major Snow/Ice Storm

Phase I: Follow truck routes on maps provided dispensing adequate amounts of salt and plowing. Clear all road lanes and adjacent side parking.

Phase II: Once phase I routes have been sufficiently completed phase II should be implemented in the same manner as phase I following truck routes on maps provided.

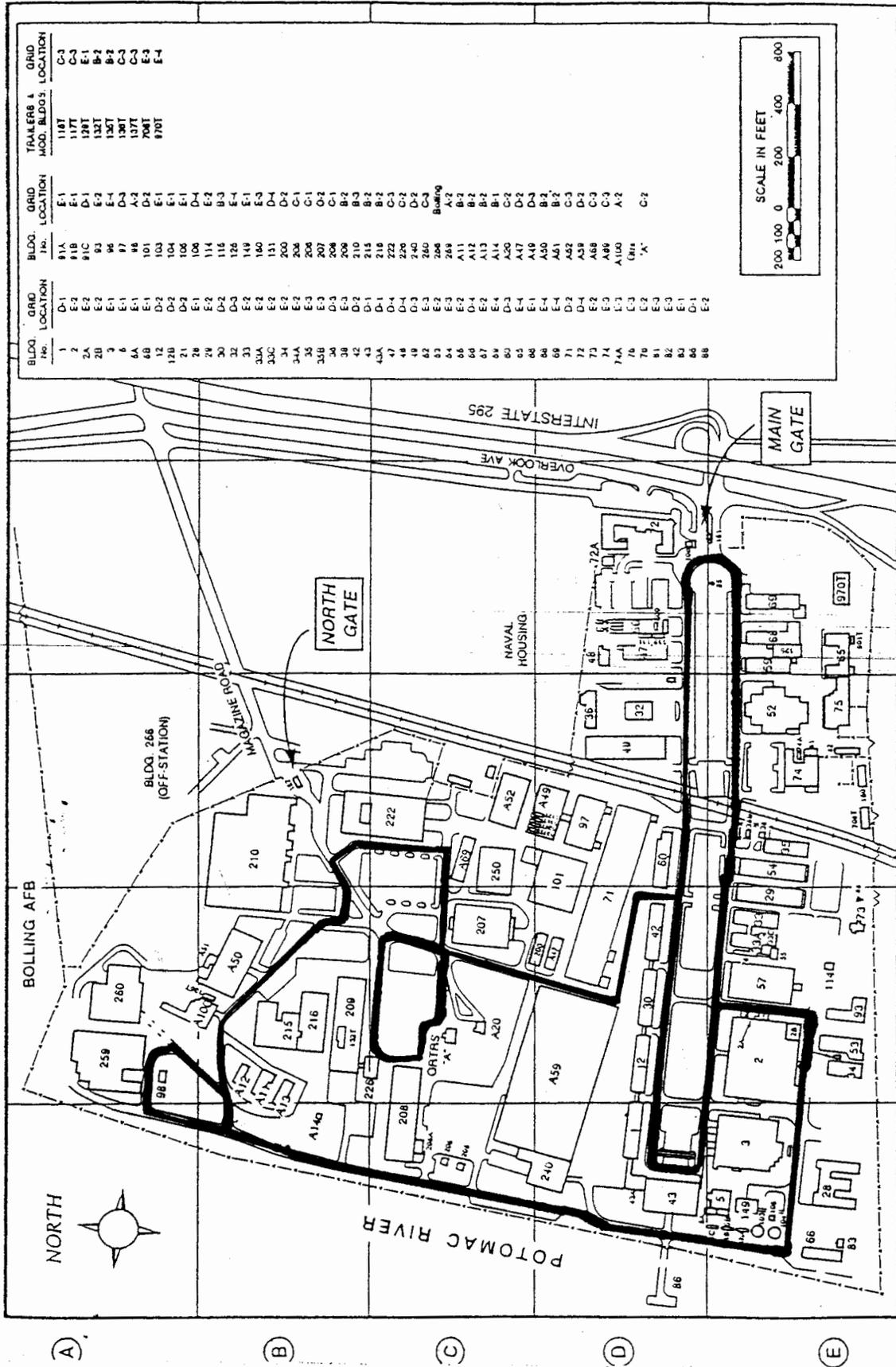
Phase III: Assist in salting of areas cleared by trucks 3 & 4. Repeat phases I and II as necessary.

#### **PLAN B:** Minor Snow/Ice Storm

Salt all roads and parking lots stated in Plan A; the quantity of trucks will be determined by the COR.

NRL STATION MAP SHOWING BUS ROUTE

① ② ③ ④

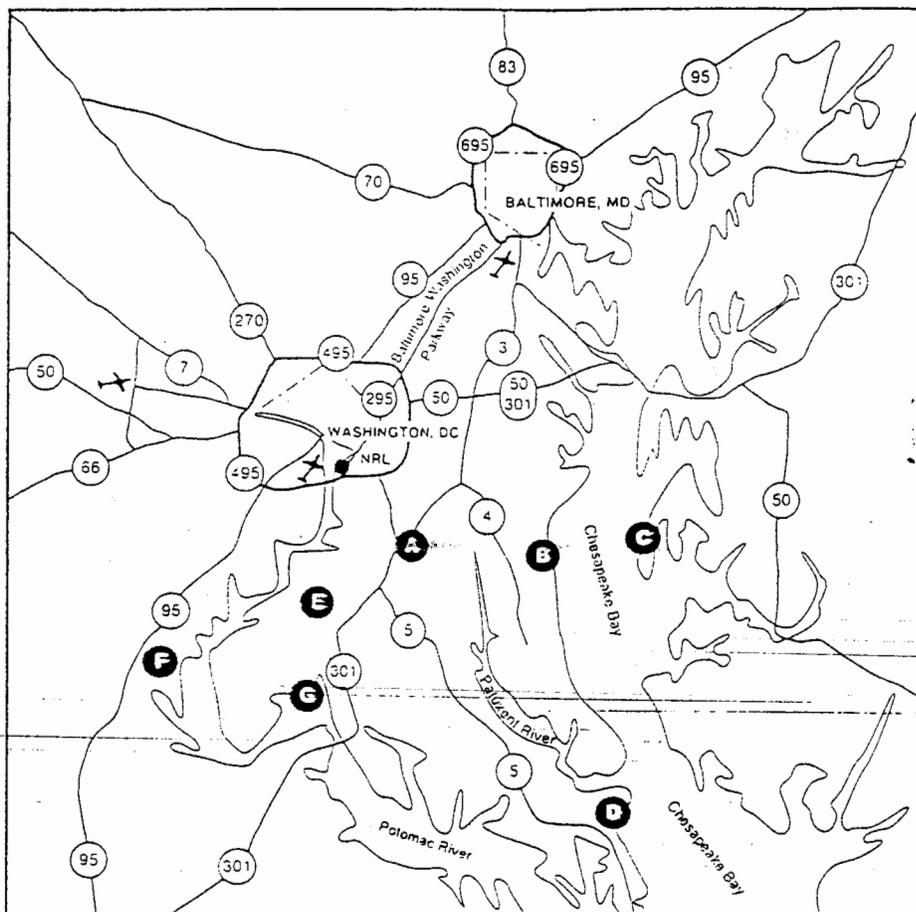


GENERATORS

Plant Installed Equipment Maintained on a Semi-Annual Basis and fueled as needed

<u>BLDG</u>	<u>SIZE</u>	<u>FUEL TYPE</u>
3	30 KW	Diesel
A-11	150KW	Diesel
12	30 KW	Diesel
30	200KW	Diesel
34	50 KW	Diesel
36	30KW	Diesel
42	155KW	Diesel
43	40 KW	Diesel
53	100KW	Diesel
56	50 KW	Diesel
A69	40 KW	Diesel
72	30 KW	Diesel
97	100KW	Diesel
149	150KW	Diesel
207	20 KW	Diesel
208	30 KW	Diesel
210(1)	1100KW	Diesel
210(2)	1100KW	Diesel
215	110KW	Diesel
216	85 KW	Natural Gas
222	30 KW	Diesel
250	230KW	Diesel
256	30 KW	Diesel

LOCATION OF PRINCIPAL FIELD SITES



<u>Location</u>	<u>Approximate Mileage from NRL Washington</u>	<u>Cognizant Code</u>
A - Brandywine, MD	28	5500
B - Chesapeake Bay Section, Chesapeake Beach, MD	40	3522
C - Tilghman Island, MD	110	3522
D - Patuxent River (MD) Naval Air Station	64	1600
E - Pomonkey, MD	20	8124
F - Midway Research Center, Quantico, VA	38	8140
G - Blossom Point, MD	40	8140

DIRECTION S TO PRINCIPAL FIELD SITES

A - Brandywine, MD. Take I-295 south to the Capital Beltway (I-95), proceed north on I-95, take Beltway exit 7 (MD Rte 5) south to MD Rte 381. Turn left onto Rte 381 and proceed east to Air Force Rd. Turn right onto Air Force Rd., proceed about  $\frac{3}{4}$  of a mile, NRL Field Site is on the right.

B - Chesapeake Bay Section. Take I-295 south to the Capital Beltway (I-95), proceed north on I-95, take exit 11 (MD Rte 4) east to MD Rte 260, turn left onto Rte 260 and proceed until it dead ends into MD Rte 261, turn right onto Rte 261 and proceed south approximately 3 miles, the entrance to the Field Site will be on the left.

C - Tilghman Island. Take I-295 south to the Capital Beltway (I-95), proceed north on I-95, to exit 19 east (Rte 50) till it merges with Rte 301 at Bowie MD, continue on Route 50/301 and cross the Bay Bridge, stay on Rte 50 east to Easton MD, turn right onto Rte 33, stay on Rte 33 west until you reach the Field Site.

D - Patuxent River Naval Air Station. Take I-295 south to the Capital Beltway (I-95), proceed north on I-95, take Beltway exit 7 (MD Rte 5) south. Maryland Rte 5 merges with Rte 301. Continue south on Rte 301 to Waldorf and turn left onto Rte 5, proceed south on route 5 until it becomes MD Rte 235, continue south on Rte 235. The Patuxent River Naval Air Station is on the left side of the road as you enter the town of Lexington Park.

E - Pomonkey, MD. Take I-295 south to route 210 south, proceed south on route 210 to Bryans Rd., turn left onto MD Rte 227 (Livingston Rd.), proceed on Rte 227 until it becomes route 224 at the intersection of routes 227 and 224, proceed on Rte 224 for approximately .5 miles. Turn left onto Bumpy Oak Rd., proceed south to the NRL sign on the right side of the road, turn right to enter the site.

F - Midway Research Center, Quantico, VA. Take I-295 south to I-95 south, proceed south to the 2<sup>nd</sup> Quantico exit 49, proceed to the bottom of the exit ramp and turn left onto Russell Rd., stay on Russell Rd. to the exit for Rte 1 south, take Rte 1 south to Boswells Corner (the first traffic light) and turn left onto Rte 637 (Telegraph Rd.), stay on Telegraph Rd. for about a mile, turn right onto Midway Island Rd., the Field Site is on the right.

G - Blossom Pt., MD. Take I-295 south to the Capital Beltway (I-95), proceed north on I-95, take Beltway exit 7 (MD Rte 5) south. Rte 5 merges with Rte 301. Continue south on Rte 301 to LaPlata, MD. Turn right onto MD Rte 6, proceed on Rte 6 to Blossom Pt. Rd., turn left onto Blossom Pt. Rd., proceed south until you see the NRL sign and turn left, the Field Site is straight ahead.

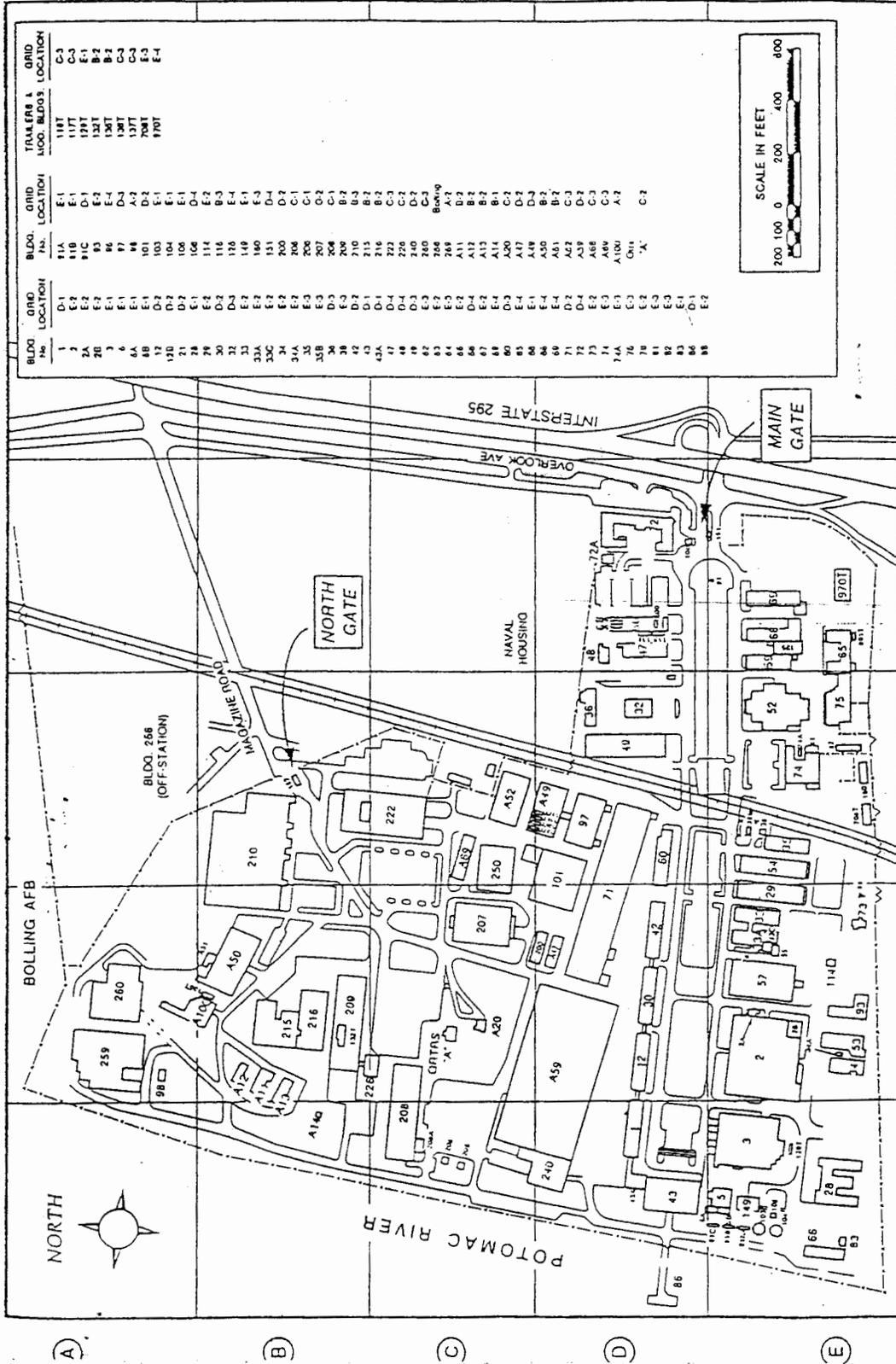
NRL SITE PLAN

④

③

②

①



BLDG. NO.	GRID LOCATION	BLDG. NO.	GRID LOCATION	TRAILERS & MOO. BLDGS.	GRID LOCATION
1	D-1	11A	E-1	1187	C-3
2	E-2	11B	E-1	1217	E-3
3	E-2	11C	E-2	1317	E-3
4	E-1	11D	E-2	1321	B-2
5	E-1	11E	E-2	1367	B-2
6	E-1	11F	D-3	1387	C-3
7	E-1	11G	D-2	1377	C-3
8	E-1	11H	D-2	708T	E-3
9	E-1	11I	D-2	170T	E-4
10	E-1	11J	D-2		
11	D-2	10A	E-1		
12	D-2	10B	D-1		
13	E-1	10C	E-2		
14	E-1	10D	E-2		
15	E-1	10E	E-2		
16	E-1	10F	E-2		
17	E-1	10G	E-2		
18	E-1	10H	E-2		
19	E-1	10I	E-2		
20	E-1	10J	E-2		
21	E-1	10K	E-2		
22	E-1	10L	E-2		
23	E-1	10M	E-2		
24	E-1	10N	E-2		
25	E-1	10O	E-2		
26	E-1	10P	E-2		
27	E-1	10Q	E-2		
28	E-1	10R	E-2		
29	E-1	10S	E-2		
30	E-1	10T	E-2		
31	E-1	10U	E-2		
32	E-1	10V	E-2		
33	E-1	10W	E-2		
34	E-1	10X	E-2		
35	E-1	10Y	E-2		
36	E-1	10Z	E-2		
37	E-1	10AA	E-2		
38	E-1	10AB	E-2		
39	E-1	10AC	E-2		
40	E-1	10AD	E-2		
41	E-1	10AE	E-2		
42	E-1	10AF	E-2		
43	E-1	10AG	E-2		
44	E-1	10AH	E-2		
45	E-1	10AI	E-2		
46	E-1	10AJ	E-2		
47	E-1	10AK	E-2		
48	E-1	10AL	E-2		
49	E-1	10AM	E-2		
50	E-1	10AN	E-2		
51	E-1	10AO	E-2		
52	E-1	10AP	E-2		
53	E-1	10AQ	E-2		
54	E-1	10AR	E-2		
55	E-1	10AS	E-2		
56	E-1	10AT	E-2		
57	E-1	10AU	E-2		
58	E-1	10AV	E-2		
59	E-1	10AW	E-2		
60	E-1	10AX	E-2		
61	E-1	10AY	E-2		
62	E-1	10AZ	E-2		
63	E-1	10BA	E-2		
64	E-1	10BB	E-2		
65	E-1	10BC	E-2		
66	E-1	10BD	E-2		
67	E-1	10BE	E-2		
68	E-1	10BF	E-2		
69	E-1	10BG	E-2		
70	E-1	10BH	E-2		
71	E-1	10BI	E-2		
72	E-1	10BJ	E-2		
73	E-1	10BK	E-2		
74	E-1	10BL	E-2		
75	E-1	10BM	E-2		
76	E-1	10BN	E-2		
77	E-1	10BO	E-2		
78	E-1	10BP	E-2		
79	E-1	10BQ	E-2		
80	E-1	10BR	E-2		
81	E-1	10BS	E-2		
82	E-1	10BT	E-2		
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87	E-1	10BY	E-2		
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93	E-1	10CE	E-2		
94	E-1	10CF	E-2		
95	E-1	10CG	E-2		
96	E-1	10CH	E-2		
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99	E-1	10CK	E-2		
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101	E-1	10CM	E-2		
102	E-1	10CN	E-2		
103	E-1	10CO	E-2		
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248	E-1	10ID	E-2		
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255	E-1	10IK	E-2		
256	E-1	10IL	E-2		
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264	E-1	10IT	E-2		
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266	E-1	10IV	E-2		
267	E-1	10IU	E-2		
268	E-1	10IV	E-2		</

## ABBREVIATIONS

<u>ABBREVIATION</u>	<u>TITLE</u>
CESE	Civil Engineering Support Equipment
COR	Contracting Officer's Technical Representative
MHE	Material Handling Equipment
NAVAIR	Naval Air Systems Command
NAVFACENGCOM	Naval Facilities Engineering Command
NAVSEA	Naval Sea Systems Command
NRL	Naval Research Laboratory
OPNAVINST	Chief of Naval operations
SECDEF	Secretary of Defense
TM	Technical Monitor

**PERFORMANCE REQUIREMENTS SUMMARY TABLE**

	<b>WORK REQUIREMENTS</b>	<b>STANDARDS OF PERFORMANCE</b>	<b>MAX ALLOW DEFECT RATE</b>	<b>WEIGHT</b>
	<b>(Column 1)</b>	<b>(Column 2)</b>	<b>(Column 3)</b>	<b>(Column 4)</b>
<b>TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATIONS, AND MAINTENANCE</b>				
<b>CONTRACT REQUIREMENT: FUEL PROCUREMENT (SOW PARA. 3.3.2 – 3.3.2.8)</b>				
A.	Quality of Work*	Proper procedures followed, Tanks maintained at 40% capacity	3%	85% Item 1.a., Schedule of Deductions
B.	Fuel Records	Completed in accordance with the requirements set forth	5%	15% Item 1.a., Schedule of Deductions
<b>CONTRACT REQUIREMENT: VEHICLE DISPATCHING AND CONTROL (SOW PARA. 3.3.3 – 3.3.3.8)</b>				
A	Quality of Service*	Schedule services confirmed 8 hours prior to pickup; picked up passenger at requested time; Control of vehicles maintained; proper procedures followed.	3%	85% Item 1.b., Schedule of Deductions
B.	Records and Logs	Completed in accordance with the requirements set forth.	5%	15% Item 1.b., Schedule of Deductions
<b>CONTRACT REQUIREMENT: SCHEDULE SHUTTLE BUS AND OTHER MOTOR VEHICLE OPERATION SERVICES (SOW PARA. 3.3.4 -3.3.4.4.2)</b>				
A.	Timeliness	In accordance with the required schedule	3%	45% Item 1.c., Schedule of Deductions
B.	Quality of Work*	Services performed in accordance with the requirements set forth	3%	45% Item 1.c., Schedule of Deductions
C.	Required Reports and Permits	Accidents reported properly, special hauling permits obtained.	5%	10% Item 1.c., Schedule of Deductions

**PERFORMANCE REQUIREMENTS SUMMARY TABLE (Continued)**

	<b>WORK REQUIREMENTS</b>	<b>STANDARDS OF PERFORMANCE</b>	<b>MAX ALLOW DEFECT RATE</b>	<b>WEIGHT</b>
	<b>(Column 1)</b>	<b>(Column 2)</b>	<b>(Column 3)</b>	<b>(Column 4)</b>
<b>CONTRACT REQUIREMENT: MAINTENANCE OF TRANSPORTION EQUIPMENT (SOW PARA. 3.3.5 AND 3.3.5.5)</b>				
A.	Timeliness	In accordance with required schedule, Replacement parts available as specified, repairs initiated as specified.	5%	15% Item 1.d., Schedule of Deductions
B.	Quality of Work*	Maintenance reliable and vehicles meet applicable state vehicle safety inspection requirements	3%	70 Item 1.d., Schedule of Deductions
C.	Required Documentation Prepares	SRO's prepared each time and in accordance with NAVFAV P-300, out of service equipment list kept up to date	5%	15% Item 1.d., Schedule of Deductions
<b>CONTRACT REQUIREMENT: VEHICLE AND EQUIPMENT CLEANLINESS (SOW PARA., 3.3.6 AND 3.3.6.3)</b>				
A.	Timeliness	In accordance with required schedule; Explosives – weekly; Other vehicles and equipment – at time of regular scheduled maintenance	5%	20% Items 1.e. & f., Schedule of Deductions
B.	Quality of Work*	Interiors kept free from loose soil and debris, streaks, fingerprints, smudges, dirt, foreign matter. Exterior's waxed, swept/vacuumed, kept free from mud, dirt, road tar, film, oil, bird droppings, bugs, watermarks, and other debris.	3%	80 Items 1.e., & f., Schedule of Deductions
<b>CONTRACT REQUIREMENT: MAINTENANCE OF SNOW EQUIPMENT (SOW PARA., 3.3.10)</b>				
A.	Timeliness	Cleaned & inspected immediately following each use, repairs initiated immediately	5%	20% Items 1.e., & f., Schedule of Deductions
B.	Quality of Work*	Minimum of 4 snow plows, 3 truck salt spreaders, and 4 sidewalk tractors are ready at all times starting 01 November through 31 March.	3%	80 % Items 1.e., & f., Schedule of Deductions

\* Unsatisfactory performance of this work requirement will result in an unsatisfactory rating for the entire contract requirement.

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

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

William W. Gross                      Division of  
Director                                  Wage Determinations

Wage Determination No.: CBA-2006-195  
Revision No.: 0  
Date Of Last Revision: 3/9/2006

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State:

Area:

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Employed on Naval Research Laboratory contract for Transportation Equipment Management, Operation and Maintenance.

Collective Bargaining Agreement between contractor: Government Contracting Resources (GCR), and union: Teamsters Local 639, effective 1/1/2006 through 12/31/2006.

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

**COLLECTIVE BARGAINING AGREEMENT**

**between**

**GOVERNMENT CONTRACTING RESOURCES**

**and**

**DRIVERS, CHAUFFEURS AND HELPERS  
LOCAL UNION #639**

**affiliated with the**

**INTERNATIONAL BROTHERHOOD OF TEAMSTERS**

**January 1, 2006**

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## AGREEMENT

This Agreement made and entered into this 1st day of January, 2006 by and between Government Contracting Resources, INC. (hereinafter referred to as the "Employer" or the "Company") and TEAMSTERS LOCAL UNION #639, affiliated with the INTERNATIONAL BROTHERHOOD OF TEAMSTERS, (hereinafter referred to as the "Union"), as representatives of its employees located at the Naval Research Laboratory, Washington, DC, in the mutual interests of the employees and the Company to promote and further the efficiency and economy of operations, to provide orderly collective bargaining relations, a method for prompt and equitable disposition of grievances, and a method for the establishment of fair wages, hours and working conditions for the employees covered hereunder. In making this Agreement, it is recognized to be the duty of the parties to cooperate fully with each other, both individually and collectively, for the advancement of the purposes of this Agreement.

### ARTICLE I RECOGNITION

The Employer recognizes and acknowledges that the Local Union is the sole and exclusive representative of all employees in the classifications of work as certified in the petition for the purposes of collective bargaining as provided by the National Labor Relations Act. The employee classifications covered by this Agreement are all occupations listed, per NLRB certification, in Appendix "A" and employed by the Employer at the Naval Research Laboratory, Washington, DC, but excluding all other employees, office clerical employees, professional employees and supervisors as defined in the Act.

### ARTICLE 2 SUCCESSORSHIP

The provisions of this Agreement shall be binding upon the Union and the successors and assignees of the Company in the event of a merger, consolidation or similar transaction involving the Company.

### ARTICLE 3 MANAGEMENT RIGHTS

#### Section 1

The management of the Company and the direction of the work force are vested exclusively with the Company. All functions of management not specifically limited by the express language of this Agreement are retained by the Company.

#### Section 2

The Company retains all powers, rights and responsibilities and authority to operate its business and direct its employees which belonged to it prior to the Union's certification. Prominent among such rights reserved to and by the Company, but by no means wholly inclusive, are the sole right

to hire, discipline and discharge for just cause, layoff, promote, transfer, determine or change the starting and quitting times, the number of hours worked, promulgate reasonable regulations assign duties to the work force, permanently or temporarily transfer employees as operations require, organize, discontinue, enlarge or reduce a department, function or division, to introduce new or methods of equipment or facilities, and in all respects carry out the ordinary and customary functions of management, whether or not exercised by the Company prior to the execution of this Agreement. Matters of inherent managerial policy are reserved exclusively to the Company and include, but are not limited to, such areas of discretion or policy as the functions and programs of the Company, standards of service, budget, utilization of technology, organizational structure, and selection and direction of personnel. The Company reserves the right to discontinue operations in whole or in part, to transfer, sell or otherwise dispose of its business in whole on in part, to determine the number and type of employees required, and to take such other measures as management may determine to be necessary to the orderly and economical operation of the Company.

### Section 3

The Company may make use of employees in a casual or temporary capacity. Such employees would not be required to join the Union until they had worked, or were expected to work in excess of 30 days.

### Section 4

The above set forth management rights are by way of example but not by way of limitation.

## **ARTICLE 4 HARMONIOUS RELATIONS**

In their institutional relationships, the Company and the Union pledge themselves:

- a. To abide by all procedures mutually agreed upon.
- b. To give each other fullest cooperation to the end that harmonious relations may be maintained in the interest of both the Company and the Union.
- C. On the part of the Union to discipline any Union Steward and on the part of the Company to discipline any foreman or other of its representatives who shall conduct themselves in such manner as to bring upon the Union or the Company, respectively, the proper reproach of the other that it has violated any of the terms of the Agreement.

**ARTICLE 5  
NON-DISCRIMINATION**

Section 1

Whenever any words are used in this Agreement in the masculine gender, they shall be construed as though they were also used in the feminine gender.

Section 2

It is the principle implicit in the relationships of the Company and the Union that no employee or applicant for employment will be discriminated against because of such individual's race, age, color, religion, handicap, sex, sexual preference or national origin.

**ARTICLE 6  
UNION SECURITY AND CHECKOFF**

Section 1 -- Union Security

All present employees who are members of the Union on the effective date of this subsection or on the date of the execution of this Agreement, whichever is later, shall remain members of the Union in good standing as a condition of employment. All present employees who are not members of the Union and all employees who are hired hereafter shall become and remain members in good standing of the Union as a condition of employment on and after the thirty-first (31st) day following the effective date of this subsection or the execution date of this Agreement, whichever is later. This provision shall be made and become effective as of such time as it may be made and become effective under the provisions of the National Labor Relations Act, but not retroactively.

Section 2

The Company shall have the right to assume that all employees in the unit are members of the Union in good standing unless notified to the contrary by the Union.

Section 3

The Company will terminate, within one month after receipt of notice from the Union, the service of any employee who is delinquent in the payment of Union initiation fees or dues unless within such month the employee cures this delinquency. If the Company shall believe that the discharge of any employee declared by the Union to be delinquent might violate the rights of such employee under any federal or state statute or subject the Company to a charge of discrimination for violation of the rights of such employee, it shall so notify the Union, in which event it shall not be required to discharge said employee until the propriety of such discharge shall have been determined pursuant to the grievance procedure.

#### Section 4

No provision of this Article shall apply in any state to the extent that it may be prohibited by state law. If under applicable state law additional requirements must be met before any such provision may become effective, such additional requirements shall first be met.

#### Section 5

It is understood between the parties that the Union will have equal opportunity with all other sources to refer suitable candidates for employment.

#### Section 6

It is agreed that the Company shall deduct from the wages and make payable to the Union the initiation fees and current monthly dues of the Union for those employees in the unit who have given the Employer a duly executed and lawful written assignment for such purposes. Such forms will be provided by the Union to the employees. Completed forms will be submitted through the Project Manager to the Home office.

#### Section 7

Initiation fees shall be deducted from the first paycheck of the employee after the Company's receipt of said written assignment to the extent practicable. Current monthly dues shall be deducted and forwarded to the Union monthly. Fees and dues will be invoiced by the Union to the Company. The invoice will include the employee's name, social security number, date hired, initiation fee, dues and amount to be deducted.

#### Section 8

The Union will levy only those initiation fees and dues which are authorized or permitted by the Constitution and Bylaws applicable to the Union and in the manner provided therein. The Company shall be entitled to rely upon compliance by the Union with this provision, and the Union shall save the Company harmless with respect thereto.

#### Section 9

In the event of termination of employment, there shall be no obligation upon the Company to collect dues until all other deductions have been made.

#### Section 10-- DRIVE

The Employer agrees to deduct from the paycheck of all employees covered by this Agreement voluntary contributions to DRIVE. Such elections will remain in force for one year unless cancelled by the employee. Only one election per year is permitted. DRIVE shall notify the Employer of the amounts designated by each contributing employee that are to be deducted from the employee's paycheck on a weekly basis for all weeks worked. The phrase "weeks worked"

excludes any week other than a week in which the employee earned a wage. The Employer shall transmit to DRIVE National Headquarters on a monthly basis, in one check, the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from the employee's paycheck.

## ARTICLE 7 STEWARDS

### Section 1

The Union shall appoint or elect a Steward and designated alternate and shall notify the Company of the selection.

### Section 2

The Steward shall be permitted to spend such reasonable amount of time, without loss of pay, as may be necessary to process grievances and at such steps of the grievance procedure as called for participation by him. Before leaving his job to adjust and process grievances as set forth above the Steward shall request permission from the Project Manager. Such permission shall be granted, provided it does not retard or interfere with operations or create a hazardous condition or cause the Company to incur additional costs. The alternate Steward shall be governed by the same principles and shall assume the Steward's responsibilities only in the Steward's absence.

### Section 3

The Steward shall be permitted to transmit such messages and information which shall originate with and are authorized by the Local Union or its officers provided such messages and information are of a routine nature and do not involve work stoppages, slowdowns, the refusal to handle goods, a strike or any other interference with the Company's business.

### Section 4

The Steward shall be the last employee to be laid off provided the Steward is qualified to perform the work available, but in no case shall the Steward be discharged or laid off without prior discussion with a Union representative as to the reasons for such discharge or layoff.

### Section 5

The Steward shall not be discriminated against for performing the duties of a Steward.

### Section 6

Stewards shall be permitted to investigate, present and process grievances on or, if appropriate, off the property of the Employer, without loss of pay. Such time spent in handling grievances shall be considered working hours in computing daily and/or weekly overtime. However, no

compensation will be paid in excess of the normal work schedule for time spent discussing or investigating grievances or other Union matters, unless specifically and mutually agreed to.

## ARTICLE 8 BULLETIN BOARDS

The Union may post notices on authorized government-provided bulletin boards. All such notices are to be confined to official business of the Union.

## ARTICLE 9 INSPECTION PRIVILEGES

The Business Agent or other authorized Union representative shall be permitted, subject to governmental security regulations, to enter the facility, when necessary, upon application to the Company Project Manager.

## ARTICLE 10 ABSENCE

### Section 1-- Time Off for Union Activities

The Employer agrees to grant the necessary time off, without discrimination or loss of seniority rights and without pay, to any employee designated by the Union to attend a labor convention or serve in any capacity on other official Union business, provided two (2) weeks' written notice is given to the Employer by the Union, specifying length of time off. The Union agrees that in making its request for time off for Union activities due consideration shall be given to the number of employees affected in order that there shall be no disruption of the Employers operation due to lack of available work force. The Union will provide qualified replacements, if requested to do so by the Employer.

## ARTICLE 11 HOURS OF WORK

The workday shall consist of twenty-four (24) consecutive hours beginning with the time that the employee is scheduled to start work. Whenever the Expression "consecutive hours of work" appears in this Agreement, it shall mean consecutive hours of work except for unpaid meal periods. The workweek shall consist of seven (7) consecutive twenty-four (24) hour periods beginning with Saturday and ending with Friday. The work schedule shall consist of forty (40) hours of five (5) eight (8) hour days, normally Monday to Friday, inclusive. The Employer retains the right to schedule workweeks other than Monday through Friday when considered necessary to accomplish required work. Normally, the two (2) days off each week will be consecutive. The number of hours to be worked and/or to be paid for are covered in Articles 12 and 13. Each employee will be granted a lunch break of a minimum of thirty (30) minutes, without pay, to be taken as close to the normal meal period as possible in consideration of operational requirements.

ARTICLE 12  
REPORTING TIME

Section 1

Except in cases of fire, flood, winter storm or similar circumstances beyond the Company's control, when a regular full time employee so assigned reports for work on a regularly scheduled first or second shift or scheduled overtime shift without having been previously notified not to report, the employee shall be given at least four (4) hours of work, or if no such work is available, the employee shall be given four (4) hours of pay at his rate applicable to the hours he would otherwise have worked.

When a Seasonal or Temporary employee so assigned reports for work on a regularly scheduled first or second shift or scheduled overtime shift without having been previously notified not to report, the employee shall be given at least two (2) hours of work, or if no such work is available, the employee shall be given two (2) hours of pay at his rate applicable to the hours he would otherwise have worked.

An employee who, at the request of the Company, reports for work before his normal starting time may be sent home early to offset the payment of overtime.

An employee who requests to leave on his own accord will be paid premium pay for only those hours worked in excess of forty (40) hours in one (1) week.

Section 2

For the purposes of the foregoing Section 1, an employee shall be considered to have been requested to report on his regular shift unless:

1. An authorized Company representative notifies the employee to the contrary by personal conversation or telephone or telegraphed message delivered to the employee personally or to the employee's last known address as shown by Company records (a) on the previous calendar day if the employee is a first-shift employee or (b) at least three (3) hours before the employees scheduled starting time the same day if the employee is a second or third-shift employee; or
2. The Company causes or attempts to cause radio announcements to be made of work cancellation due to fire, flood or similar circumstances beyond the Company's control, in accordance with a schedule of such announcements posted from time to time on Company bulletin boards and/or published in the Company newspaper.

Section 3

Any employee who is ordered to work on their first or second scheduled day off or on a holiday, accepts and reports at the time specified shall be guaranteed at least four (4) hours (regular full time), or two (2) hours (seasonal or temporary) of work or pay, at the applicable rate of pay.

#### Section 4

In the event the Employer determines it is necessary to close all or part of the activity due to adverse weather or closing/reducing of activity by the government for its own reasons, then the employees will be expected to utilize paid time off ~~vacation time~~ or time off without pay. If in these situations the Federal Government authorizes federal employees to be paid for time not worked because of the shutdown, GCR's employees will also be paid. Any employee required to work during this time shall receive pay for such time worked in addition to the shutdown pay, at the applicable rate.

### ARTICLE 13 OVERTIME

#### Section 1

Overtime pay at the rate of one and one-half (1-1/2) times the regular straight-time hourly rate shall be paid for work performed in excess of forty (40) hours worked in any workweek, or forty (40) hours paid in a holiday week.

#### Section 2

There shall be no duplication or pyramiding of overtime payments.

#### Section 4

Rest periods will not be designated by this Agreement but will be given to the employees as appropriate.

#### Section 5-- Call Back

When an employee is called back to work after he has left the Company's premises at the completion of his shift, the employee shall receive not less than two (2) hours of work at the applicable rate.

### ARTICLE 14

## HOLIDAYS

### Section 1

The parties recognize the following holidays:

New Year's Day	Labor Day
Martin Luther King's Birthday	Columbus Day
George Washington's Birthday	Veterans Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day
Floating Holiday	

### Section 2

All employees are entitled to holiday pay on the above holidays. If the Federal Government declares a special holiday in a given year, the employees will receive pay on that day as well.

### Section 3

Part time, temporary or casual employees shall receive holiday pay based on the average daily hours worked for the one weeks prior to the week in which the holiday falls. Such employees must be scheduled to work in the holiday week to be eligible for holiday pay.

### Section 4

Any employee who performs work on any of the holidays specified shall receive his regular rate for his normal workday plus holiday pay.

## ARTICLE 15 VACATIONS

### Section 1

An employee who is in the active employ of the Company (that is, either working, on vacation or on an excused absence of not more than two (2) weeks) on the anniversary date of employment shall be entitled to vacation as follows:

#### Years of Service

#### Vacation Entitlement

One but less then Five  
Five but less then twelve years  
Twelve years plus

Two (2) weeks of paid vacation.  
Three (3) weeks of paid vacation.  
Four (4) weeks of paid vacation.

For purposes of this Article:

- a. "Week of Paid Vacation" shall be as defined in the Service Contract Act regulations CFR Part 4.173, which are a part of this contract for the purpose of vacation eligibility.
- b. "Earned Vacation" shall mean vacation vested on the employee anniversary date.
- c. Any employee who has been employed for at least one (1) or who resigns or is laid off shall be entitled to vacation pay vested on their anniversary date.
- d. Payment for vacation entitlement will be made at the time the vacation is actually taken.

## Section 2

Vacations shall be scheduled in advance at a time subject to workload requirements that is convenient to the Company and the employee. If a conflict occurs between employees over the choice of their vacation period, the employee with the greatest seniority shall receive first preference.

## Section 3

Employees who return from military leave of absence during the vacation year shall receive such vacation credit as is required by the provisions of the Selective Service Act of 1940, the Selective Service Act of 1948, the Universal Military Training Act of 1950 or such other federal or state laws as shall be applicable.

## Section 4

Employees released to the Armed Forces and on military leave of absence other than those serving an annual training period shall receive such vacation pay at the time such leave of absence begins.

## Section 6

The legal beneficiary of an employee who dies shall be paid the employee's vested vacation pay in accordance with Section 1 above.

## Section 7

All vacations shall be taken, except as otherwise herein provided, on consecutive days of not less than five (5) days in duration, unless the Company and the employee mutually agree on a different division of the vacation time. If an employee is required by the Company to return from vacation prior to its expiration date, the employee shall be reimbursed for all necessary out-of-pocket expenses in connection with such recall and shall be permitted to take the un-expired portion of his vacation.

## Section 8

The rights to future vacation pay of a rehired employee shall be measured solely by the Service Contract regulations.

#### Section 9

Employees with two (2) or more weeks vacation are entitled to carry over one (1) week. The carried over week is to be used within six months

### ARTICLE 16 PERSONAL DAYS

#### Section 1

Every regular full time employee will be entitled personal days per the following schedule”

Effective 01/01/2006 3 Days  
Effective 01/01/2007 4 Days  
Effective 01/01/2008 5 Days

#### Section 2

Each personal day shall equal eight (8) hours.

#### Section 3

Personal days may be used at the discretion of the employee but must be taken in full day (eight hour) increments.

#### Section 4

Employees may carry over personal days but may not accrue more then ten (10) days of unused time.

#### Section 5

Unused personal days will be paid to the employees at termination.

#### Section 6 Sick Days

Every regular full time employee will be entitled sick days per the following schedule”

Effective 01/01/2006 3 Days  
Effective 01/01/2007 4 Days  
Effective 01/01/2008 5 Days

#### Section 2

Each sick day shall equal eight (8) hours.

#### Section 3

Sick days may be used at the discretion of the employee but must be taken in full day (eight hour) increments.

#### Section 4

Employees may carry over sick days but may not accrue more then ten (10) days of unused time.

#### Section 5

Unused sick days will be paid to the employees at termination.

### ARTICLE 17 FUNERAL LEAVE

#### Section 1

In the event of a death in an employee's immediate family, namely: spouse, children, brothers, sisters, parents, grandparents and parents-in-law, an employee shall be paid in full for time lost from work not to exceed three (3) days. In the event of the death of an employee's grandchild, sister-in-law or brother-in-law, aunt or uncle, an employee shall be paid in full for time lost from work not to exceed one (1) day.

#### Section 2

The verification of death and relationship shall be made to the satisfaction of the Company.

#### Section 3

The Employer will be given notice prior to the employee leaving the job or prior to missing any scheduled work.

ARTICLE 18  
JURY DUTY PAY

An employee who is required by proper court order or summons to be absent from work in connection with jury duty will be paid their base salary for up to eight (8) hours for each day the employee is absent from work. In order to qualify for such pay, employees called for jury duty will be expected to report for work on those days when their services are not required on the jury and also to return to work when they are excused from jury services early enough to make such action practicable. Employees must also present to the Company a copy of the summons and proof of attendance in court.

ARTICLE 19  
MILITARY CLAUSE

Employees enlisting or entering the military or naval service of the United States, pursuant to the provisions of the Universal Military Training and Service Act and amendments thereto, shall be granted all rights and privileges provided by the Act.

ARTICLE 20  
ADJUSTMENT OF GRIEVANCES

ARTICLE 20 GRIEVANCES

A grievance is hereby jointly defined to be any controversy, complaint, misunderstanding or dispute arising to interpretation, application or observance of any of the provisions of this agreement.

Grievance procedures may be invoked only by authorized Union representatives. In the event of a grievance it shall be handled in the following manner:

- (a) The employee shall report it to the shop steward in writing within five (5) working days. The steward shall attempt to adjust the matter with the supervisor within forty-eight (48) hours.
- (b) Failing to agree, the shop steward shall promptly report the matter to the Union which shall submit it in writing and attempt to adjust the same with the Employer within five (5) days.

If the parties fail to reach a decision or agree upon a settlement in the matter, it shall be submitted in writing within ten (10) working days unless otherwise agreed to mediation.

Final Step

If the grievance is not disposed of to the satisfaction of the complaining party, the grievance may be appealed to arbitration by written appeal within ten (10) working days of the decision above.

ARTICLE 21  
ARBITRATION PROCEDURE

Section 1

The party choosing to arbitrate shall give written notice to the other party setting forth the matter to be arbitrated. If said notice is not served within the ten (10) working day period specified in the grievance procedure, it shall be deemed that the grievance has been satisfactorily adjusted and the right to arbitrate waived.

Section 2

In the event the Union or the Company submits a grievance to arbitration, a representative selected by the Union shall meet with a representative selected by the Company within five (5) working days of receipt of the above notice and attempt to agree on an arbitrator. In the event the parties cannot agree on an arbitrator within five (5) working days, the parties will petition the American Arbitration Association for a list of five (5) qualified impartial arbitrators. The Union and the Company shall each, alternatively, strike one name, and the last name remaining shall be designated as the arbitrator.

Section 3

The arbitrator shall not have the power to add to or in any way modify, alter or expand any of the terms of this Agreement or any Agreement supplemental hereto, and the decision of the arbitrator shall be based upon the provision of this Agreement.

Section 4

The impartial arbitrator shall render an award within thirty (30) days after the close of the hearing, and the parties agree to comply with any award rendered under the terms of this Agreement within ten (10) working days after such award is rendered.

Section 5

Each party shall bear its own expense with respect to the preparation and the presentation of the matter to the impartial arbitrator, and both parties shall bear equally the expense of the arbitrator proper, including the fee, if any, of the arbitrator. As provided for in the grievance Step procedures, wages for employees including the grievant, Shop Steward and/or witnesses shall be paid by the Company or the Union, depending upon who called the employee to present evidence.

ARTICLE 22

## DISCHARGE OR SUSPENSION

### Section 1

The Employer shall not discharge nor suspend any employee without just cause. In the case of loss of driving license, the Employer will attempt to provide a substitute job. However, if this is not possible, the employee may keep seniority for up to one year while suspended. In all cases involving the discharge or suspension of an employee, the Company must immediately notify the employee in writing of his discharge or suspension and the reason therefor. Such written notice shall also be given to the Shop Steward.

### Section 2

An employee upon discharge or resignation must be paid in full for all wages owed him by the Employer including earned vacation pay, if any, during the next regular pay cycle and in accordance with state or federal statute.

### Section 3

A discharged or suspended employee and the company must advise the Local Union in writing, within three (3) working days after receiving notification of such action against him, of his desire to appeal the discharge or suspension. Notice of appeal from discharge or suspension must be made to the Employer in writing within five (5) working days from the date of discharge or suspension.

### Section 4

All reprimands must be given in writing to the employee. Three reprimands may result in immediate dismissal. Immediate dismissal may result, regardless of the number of prior reprimands, for theft, intoxication on the job, illegal use of alcohol or drug, refusal to obey a direct order not in violation of this contract or law.

- a) Reprimands may be for various infractions
- b) Reprimands will remain in the employee's file
- c) Reprimands over one year old will not count towards disciplinary action

## ARTICLE 23 SENIORITY

### Section 1

There shall be one (1) regular seniority list. If qualified, seniority shall apply with respect to posted vacancies, vacation and vacation scheduling. Overtime shall not be allotted to the senior employee but shall be distributed fairly and equitably to all employees based on their qualifications, skills, reliability and willingness to help out when needed.

## Section 2-- Seniority Rank and Posting

Within thirty (30) days after the signing of this Agreement, the Employer shall post in a conspicuous place, a list of employees arranged according to their seniority. Every twelve (12) months thereafter, the Employer shall post an up-to-date seniority list. Claims for corrections to such list must be made to the Employer in writing, with a copy to the Union, within ten (10) days after posting, and after such time, the lists will be regarded as correct. Any controversy over the seniority standing of any employee on such lists if raised within such ten (10) day period shall be submitted to the Grievance Procedure as established by this Agreement.

## Section 3

When an applicant is hired, he shall be placed on probation for sixty (60) calendar days. During an employee's probationary period, the terms of this Agreement, except as to hours of work and rates of pay, and except as to the Union security provisions in Article 6, shall not apply and the employee may be discharged without further recourse.

## Section 4

After sixty (60) days, the employee shall be placed on the regular seniority list and his seniority shall begin on the first day of employment. In case of discharge within the sixty (60) day period, the Employer shall notify the Shop Steward in writing.

## Section 5

The Union shall be entitled to a seniority list each six (6) months upon request.

## Section 6-- Loss of Seniority

1. Seniority shall be broken if an employee:
  - a. Is discharged for just cause.
  - b. Voluntarily quits.
  - c. Fails to be recalled because of a lack of work within one (1) year from the date of layoff.
  - d. Fails to respond to notice of recall as specific in this Agreement.
  - e. Fails to return at the conclusion of an authorized leave of absence.
  - f. Absence of three (3) consecutive working days without proper notification to the Company of the reason for absence or in any case fails to report for work as scheduled without such reason.
2. Any employee who is absent because of proven illness or injury shall accumulate seniority, provided, however, that the employee must report his availability for work within three (3) days after the termination of such proven illness or injury.

## Section 7-- Layoff and Recall

Except as provided in Section 8, when it becomes necessary to reduce the work force and all probationary employees have been laid off, then the Company will lay employees of based on seniority and contract/shop need.

In the event of recall, the Company will reinstate employees based on seniority and contract/shop need. Within three (3) calendar days after tender of delivery of the Employer's notice at such address, the employee must notify the Employer by telegraph, registered or certified mail of his intent to return to work and must actually report to work within seven (7) calendar days after date of tender of delivery of the recall notice, unless it is mutually agreed that the employee need not return to work within such seven (7) calendar day period. In the event the employee fails to comply with the above provisions, the employee shall be deemed as to have voluntary quit.

Notwithstanding the above, in the event a regular employee on layoff accepts a recall to work by telephone and actually returns to work when called, it shall not be necessary that the employee be notified by telegram or mail.

## Section 8—Seasonal and Temporary Employees

Seniority for Seasonal and Temporary employees will be credited after completion of six (6) months of continuous service. Once a Seasonal or Temporary employees attains six (6) months of continuous service they shall have priority for recall each successive season. Should a Season or Temporary employee refuse recall they will lose any seniority rights previously earned.

## ARTICLE 24 UNIFORMS

The Employer agrees that if any employee is required to wear any kind of identification or safety uniform as a condition of his continued employment, such uniform shall be furnished and the Employer free of charge, provided that it is returned in reasonable condition at termination, at the standard required by the Employer. Employees will continue to furnish clothing and equipment required by their trade, such as safety shoes, gloves, static conductive shoes, etc.

## ARTICLE 25 EXAMINATION AND IDENTIFICATION FEES

Physical, mental or other examinations required by a government body or the Employer shall be promptly complied with by all employees. Employees shall schedule and complete the medical examination outside scheduled working hours and without pay. The Company will reimburse the employee for any co-pays expended under our group insurance policy for such medical examinations. Examinations are not to exceed one (1) in any one (1) year, unless the employee has suffered serious injury or illness during the year.

The Employer reserves the right to select its own medical examiner or physician, and the Union may, if it believes an injustice has been done an employee, have said employee re-examined at the Union's expense. In the event of disagreement between the doctor selected by the Employer and the doctor selected by the Union, the Employer and Union doctors shall together select a third doctor within ten (10) days whose opinion shall be final.

#### ARTICLE 26 AUTOMATION

It is agreed between the parties that the following general principles will govern the handling of such automation questions as may arise during the term of this agreement:

- a. As a general objective, the Company and the Union will attempt to minimize the effect of automation upon the rates of pay or job security of affected employees.
- b. Whenever it may be reasonable and practicable to do so, the Company will attempt to provide training for employees displaced by automation in the order of their seniority in order to give them an opportunity to qualify for available openings.

#### ARTICLE 27 SUB-CONTRACTING

It will be Company policy to avoid, whenever practicable, placing work with outside contractors when to do so would result in the layoff of employees on the active payroll or would result in the failure to call employees already on layoff status and having recall rights.

#### ARTICLE 28 TRAINING PROGRAMS

Whenever it is practicable to do so, when the Employer acquires new equipment for which special training is needed, it is agreed that present employees in the bargaining unit shall be afforded the opportunity to be trained and qualified to operation such equipment before a new employee is hired to operate such equipment.

#### ARTICLE 29 WAGES AND CLASSIFICATIONS

## Section 1

The classifications and rates of pay applicable to each job classification are set forth in Appendix A attached hereto and made a part hereof.

## Section 2

Rates for new job classifications for which rates of pay are not established by this Agreement and rates for jobs where there is a substantial change in job content of present job assignments shall be established by the Company. The Company shall advise the Union in advance of its intentions with respect to such changes with the view of avoiding a grievance which might otherwise result from its activities. The employee must make any protest within ten (10) calendar days after an employee has been classified in the new job classification or from the date of the substantial change in job content.

## Section 3

When an employee works in a higher-rated classification, the employee shall receive the higher rate of pay for the period of time the employee actually performs such work. When an employee works in a lower-rated classification, the employee shall receive his regular rate of pay for all such lower-rated work performed.

## Section 4

The assignment of an employee to the performance of work requiring less than the skills of the job classification description of the employee's occupational title shall not furnish a basis for claim on the part of other employees performing corresponding work to be classified under such occupational title.

## ARTICLE 30 COMPENSATION CLAUSE

The Employer agrees to promptly file appropriate paperwork regarding on-the job injury claims when such claims are due and owing as required by law. The Employer shall provide Workmen's Compensation protection for all employees even though not required by state law or the equivalent thereof if the injury arose out of or in the course of employment. An employee who is injured on the job and is sent home or to a hospital or must obtain medical attention, as required by the Company, shall receive pay at the applicable hourly rate for the balance of the employee's regular shift on that day, if it is determined by the doctor that the employee is unable to return.

## ARTICLE 31 HEALTH INSURANCE

## ARTICLE 31 HEALTH AND WELFARE CONTRIBUTION

Section 1. Effective the first full pay period after January 1, 2006, the Company shall make a contribution of Three Dollars and Fifty Two cents (\$3.52) per hour for one hundred forty (140) hours a month per regular full time employee, for a total of Four Hundred and Ninety Two Dollars and Eighty cents (492.80).

Effective the first full pay period after June 1, 2006, the Company shall make a contribution of Four Dollars and Twelve cents (\$4.12) per hour for one hundred forty (140) hours a month per regular full time employee, for a total of Five Hundred and Seventy Six Dollars and Eighty cents (\$576.80).

Effective the first full pay period after June 1, 2007, the Company shall make a contribution of Four Dollars and Seventy Two cents (\$4.72) per hour for one hundred forty (140) hours a month per regular full time employee, for a total of Six Hundred and Sixty Six Dollars and Eighty cents (\$660.80).

Effective the first full pay period after June 1, 2008, the Company shall make a contribution of Five Dollars and Thirty Two cents (\$5.32) per hour for one hundred forty (140) hours a month per regular full time employee, for a total of Seven Hundred and Forty Four Dollars and Eighty cents (\$744.80).

- (a) The payments to the Health Trust required above shall be made to the Teamsters Local 639 Employers Health Trust which was established under an Agreement and Declaration of Trust dated November 18, 1981. The Employer hereby agrees to be bound by and to the said Agreement and Declaration of Trust as though it had actually signed the same.
- (b) The Employer hereby irrevocably designates as its representatives on the Board of Trustees such trustees as are now serving or who will in the future serve as Employer Trustees, together with their successors. The Employer further agrees to be bound by all actions taken by the Trustees pursuant to the said Agreement of Trust.
- (c) All contributions shall be made at such time and in such manner as the parties agree, and the Trustees shall have authority to have an independent accountant audit the payroll and wage records of the Employer for the purpose of determining the accuracy of the contributions to the Health Trust.
- (d) If the Employer fails to make contributions to the Health Trust within twenty (20) days after the due date, the Union shall have the right to take whatever steps are necessary to secure compliance with this agreement, any other provision hereof to the contrary notwithstanding, and the Employer shall be liable for all costs for collection of the payments due together with attorney's fees and such penalties as may be assessed by the Trustees. The Employer's liability for payment under this Article

- shall not be subject to or covered by any grievance or arbitration procedure or any “no-strike” clause which may be provided or set forth elsewhere in this Agreement.
- (e) The health plan adopted by the Trustees of said Health Trust shall at all time conform with the requirements of the Internal Revenue Code so as to enable the Employer at all times to treat contributions to the Health Trust as a deduction for income tax purposes.

ARTICLE 32  
TEAMSTERS LOCAL 639 PENSION TRUST

The only agreement between the Employer and the Union, parties to this Agreement, regarding pension benefits for employees covered by this agreement is as follows:

1. The Employer agrees to contribute to the Teamsters Local 639 Employers Pension Trust for each employee covered by this Agreement on 140 hours per month for each full-time employee for pension benefits:

<u>Effective Rate</u>	<u>Contribution</u>
January 1, 2006	\$1.65 per hour
January 1, 2007	\$1.85 per hour

(a) For the purpose of this Article, each hour paid for, including hours attributable to show-up time and other hours for which pay is received by the employee in accordance with this Agreement, shall be counted as hours for which contributions are payable (regular hours, excluding overtime hours and holiday hours) Contributions will not exceed 40 hours per work week

(b) Contributions shall be paid on behalf of any employee starting with the employee's thirty-first (31st) day of employment in a job classification covered by this Agreement. This includes, but is not limited to, apprentices, helpers, trainees and probationary employees.

(c) The payments to the Pension Trust required above shall be made to the Teamsters Local 639 Employers Pension Trust which was established under an Agreement and Declaration of Trust dated November 18, 1981. The Employer hereby agrees to be bound by and to the said Agreement and Declaration of Trust as though it had actually signed the same.

- 2 The Employer hereby irrevocably designates as its representatives on the Board of Trustees such trustees as are now serving or who will in the future serve as Employer Trustees, together with their successors. The Employer further agrees to be bound by all actions taken by the Trustees pursuant to the said Agreement and Declaration of Trust.

- 3 All contributions shall be made at such time and in such manner as the parties agree, and the Trustees shall have the authority to have an independent accountant audit the payroll and wage

records of the Employer for the purpose of determining the accuracy of contributions to the Pension Trust.

4. If the Employer fails to make contributions to the Pension Trust within twenty (20) days after the due date, the Union shall have the right to take whatever steps are necessary to secure compliance with this Agreement, any other provision hereof to the contrary notwithstanding, and the Employer shall be liable for all costs for collection of the payments due together with attorney's fees and such penalties as may be assessed by the Trustees. The Employer's liability for payment under this Article shall not be subject to or covered by any grievance or arbitration procedure or any "no-strike" clause which may be provided or set forth elsewhere in this Agreement.

5. The pension plan adopted by the Trustees of said Pension Trust shall at all times conform with the requirements of the Internal Revenue Code so as to enable the Employer at all times to treat contributions to the Pension Trust as a deduction for income tax purposes. The Union shall furnish the Employer with the IRS determination with respect to the qualified status of the Pension Trust, Order Section 401 of the Internal Revenue Code and will promptly notify the Employer of any change of said status. The Employer's agreement to contribute to the Pension Trust is expressly conditioned on the qualified status of the Trust.

#### ARTICLE 33 PASSENGERS

No driver shall allow anyone, other than employees of the Employer and authorized government employees who are on duty, to ride in his vehicle except by written authorization of the Employer, except in cases of emergency arising out of disabled commercial equipment or an Act of God. This shall not prohibit drivers from picking up other drivers, helpers or others in wrecked or broken down motor equipment and transporting them to the first available point of communication, repair, lodging or available medical attention.

#### ARTICLE 34 DEFECTIVE EQUIPMENT AND DANGEROUS CONDITIONS OF WORK

The Employer shall not require employees to take out on the streets or highways any vehicle that is not in safe operating condition or equipped with the safety appliances prescribed by law. It shall not be a violation of this Agreement where employees refuse to operate such equipment unless such refusal is unjustified.

Under no circumstances will an employee be required or assigned to engage in any activity involving dangerous conditions of work or danger to person or property or in violation of a government regulation relating to safety of person or equipment. The term "dangerous conditions of work" does not relate to the type of cargo which is hauled or handled. Any employee involved in any accident shall immediately report said accident and any physical injury sustained. When required by the Employer, the employee, before starting his next shift, shall make out an accident

report in writing on forms furnished by the Employer and shall turn in all available names and addresses of witnesses to the accident. Failure to comply with this provision shall subject such employee to disciplinary action by the Employer. Employees shall immediately, or at the end of their shift, report all defects of equipment. Such reports shall be made on a suitable form furnished by the Employer and shall be made in multiple copies, one copy to be retained by the employee.

When the occasion arises where an employee gives written report on forms in use by the Employer of a vehicle being in an unsafe working or operation condition and receives no consideration from the Employer, the employee shall take the matter up with the officer of the Union who will take the matter up with the Employer.

## ARTICLE 35 NO STRIKE, NO LOCKOUT

### Section 1

The Union and its officials agree that during the life of this Agreement it shall not cause and shall not authorize nor sanction nor assist its members in taking part in any strike, walkout, sit-down, work stoppage, slowdown or any curtailment of work or restriction of production or interference with production of the Company. The Company agrees that during the life of this Agreement it will not lockout the employees.

### Section 2

In the event the Shop Steward or any employee has taken or participated in unauthorized strike action, slowdown or work stoppage in violation of this Agreement, the Employer shall have the authority to properly discipline, including discharge.

## ARTICLE 36 EMERGENCY REOPENING

In the event of war, declaration or emergency or imposition or economic controls during the life of this Agreement, either party may reopen the same upon sixty (60) days written notice and request renegotiations of matters dealing with wages and hours. There shall be no limitation of time for such written notice. Upon the failure of the parties to agree in such negotiations, within sixty (60) days thereafter, either party shall be permitted to support its request for revisions. If governmental approval of revisions shall become necessary, all parties will cooperate to the utmost to attain such approval. The parties agree that the notice provided herein shall be accepted by all parties as compliance with the notice requirements of applicable law, so as to permit economic action at the expiration thereof.

Adjustment in wages and benefits will be paid to employees upon approval of the Department of Labor and issuance of a contract modification by the US Navy incorporating these changes and establishing compensation to the Company.

ARTICLE 37  
JOB BIDDING

Section 1

A list of permanent job openings giving job title and hourly rate will be posted by the Company's Project Manager. Unless otherwise noted, postings will remain open for three (3) days. Interested employees must file an Application for Change within the allotted time. In the event there are no qualified applicants for an opening, the Company will utilize other candidate sources to fill the position and agrees to give the Union equal opportunity to provide qualified applicants

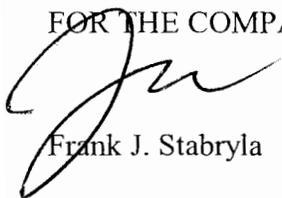
Section 2

Any new employee and/or recently promoted or transferred employee is required to complete ninety (90) workdays of satisfactory service before being eligible to submit an Application for Change. In the event that there are no qualified applicants for a position, positions will then become open to all hourly employees, regardless of length of time in their current position.

ARTICLE 38  
DURATION OF AGREEMENT

This Agreement will remain in force and effect through December 31, 2008. This Agreement shall continue in full force and effect from year to year thereafter unless written notice of desire to modify, cancel or terminate this Agreement is served by either party upon the other at least sixty (60) days prior to the aforementioned expiration date or at least sixty (60) days prior to the annual expiration date of any subsequent year thereafter.

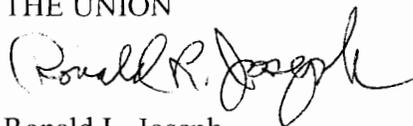
FOR THE COMPANY



Frank J. Stabryla

COO, GCR, Inc.

THE UNION



Ronald L. Joseph

Business Agent, Teamsters Local 639

**APPENDIX A  
WAGES**

<b>OCCUPATION</b>	<b>01/01/06</b>	<b>01/01/07</b>	<b>01/01/08</b>
LIGHT TRUCK DRIVER	\$13.89	\$14.28	\$15.28
MEDIUM TRUCK DRIVER	\$17.09	\$17.47	\$18.47
HEAVY TRUCK DRIVER	\$19.02	\$20.02	\$21.02
TRACTOR TRAILER DRIVER	\$20.85	\$21.85	\$22.85
DISPATCHER	\$16.89	\$17.89	\$18.89
MOTOR VEHICLE MECHANIC	\$21.91	\$22.91	\$23.91
HEAVY EQUIPMENT MECHANIC	\$22.51	\$23.01	\$24.51
VEHICLE CLEANER	\$10.94	\$11.94	\$12.94
SHUTTLE/BUS DRIVER, LIGHT	\$13.89	\$14.28	\$15.28
SHUTTLE/BUS DRIVER, MEDIUM	\$17.09	\$17.47	\$18.47
SHUTTLE/BUS DRIVER, HEAVY	\$19.02	\$20.02	\$21.02

<b>DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION</b> <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				<b>1. CLEARANCE AND SAFEGUARDING</b> SER:001-06 a. FACILITY CLEARANCE REQUIRED <p style="text-align: center;"><b>SECRET</b></p> b. LEVEL OF SAFEGUARDING REQUIRED <p style="text-align: center;"><b>NONE</b></p>			
<b>2. THIS SPECIFICATION IS FOR:</b> <i>(X and complete as applicable)</i>				<b>3. THIS SPECIFICATION IS:</b> <i>(X and complete as applicable)</i>			
a. PRIME CONTRACT NUMBER		<input checked="" type="checkbox"/>		a. ORIGINAL <i>(Complete date in all cases)</i>		DATE (YYYYMMDD) 2006/01/18	
b. SUBCONTRACT NUMBER				b. REVISED <i>(Supersedes all previous specs)</i>		REVISION NO. DATE (YYYYMMDD)	
<input checked="" type="checkbox"/>		c. SOLICITATION OR OTHER NUMBER 35-0070-06		DUE DATE (YYYYMMDD)		c. FINAL <i>(Complete Item 5 in all cases)</i>	
<b>4. IS THIS A FOLLOW-ON CONTRACT?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: Classified material received or generated under _____ <i>(Preceding Contract Number)</i> is transferred to this follow-on contract.							
<b>5. IS THIS A FINAL DD FORM 254?</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If Yes, complete the following: In response to the contractor's request dated _____, retention of the classified material is authorized for the period of _____.							
<b>6. CONTRACTOR</b> <i>(Include Commercial and Government Entity (CAGE) Code)</i>							
a. NAME, ADDRESS, AND ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
FOR RFP PURPOSES ONLY, NOT VALID FOR ACTUAL CONTRACT AWARD						N/A	
<b>7. SUBCONTRACTOR</b>							
a. NAME, ADDRESS, AND ZIP CODE				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
N/A						N/A	
<b>8. ACTUAL PERFORMANCE</b>							
a. LOCATION				b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
N/A						N/A	
<b>9. GENERAL IDENTIFICATION OF THIS PROCUREMENT</b> PROVIDE TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATION, AND MAINTENANCE OF TRANSPORTATIONS EQUIPMENT							
<b>10. CONTRACTOR WILL REQUIRE ACCESS TO:</b>				<b>11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:</b>			
		YES	NO			YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION			<input checked="" type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY			<input checked="" type="checkbox"/>
b. RESTRICTED DATA			<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY			<input checked="" type="checkbox"/>
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION			<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			<input checked="" type="checkbox"/>
d. FORMERLY RESTRICTED DATA			<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			<input checked="" type="checkbox"/>
e. INTELLIGENCE INFORMATION			<input checked="" type="checkbox"/>	e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>	
(1) Sensitive Compartmented Information (SCI)			<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			<input checked="" type="checkbox"/>
(2) Non-SCI			<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			<input checked="" type="checkbox"/>
f. SPECIAL ACCESS INFORMATION			<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT			<input checked="" type="checkbox"/>
g. NATO INFORMATION			<input checked="" type="checkbox"/>	i. HAVE TEMPEST REQUIREMENTS			<input checked="" type="checkbox"/>
h. FOREIGN GOVERNMENT INFORMATION			<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			<input checked="" type="checkbox"/>
i. LIMITED DISSEMINATION INFORMATION			<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			<input checked="" type="checkbox"/>
j. FOR OFFICIAL USE ONLY INFORMATION			<input checked="" type="checkbox"/>	l. OTHER <i>(Specify)</i>			
k. OTHER <i>(Specify)</i>							

12. **PUBLIC RELEASE.** Any information (*classified or unclassified*) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual 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*)

COMMANDING OFFICER, NAVAL RESEARCH LABORATORY, WASHINGTON, DC 20375-5320, CODE 3524

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.*)

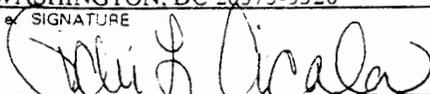
Access to classified information is not required for the purpose of submitting a bid/proposal for this statement of work. However, prior to award of contract, the successful contractor will be required to have personnel available with DoD granted personnel security clearances commensurate with level of access required for performance of contract.

14. **ADDITIONAL SECURITY REQUIREMENTS.** Requirements, in addition to ISM requirements, are established for this contract.  Yes  No  
(*If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an 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.*)

15. **INSPECTIONS.** Elements of this contract are outside the inspection responsibility of the cognizant security office.  Yes  No  
(*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.*)

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	b. TITLE	c. TELEPHONE ( <i>Include Area Code</i> )
VICKI CICALA	CONTRACTING OFFICER, SECURITY	(202) 767-2240/2576

d. ADDRESS ( <i>Include Zip Code</i> ) NAVAL RESEARCH LABORATORY 4555 OVERLOOK AVE. SW WASHINGTON, DC 20375-5320	17. REQUIRED DISTRIBUTION	
	<input checked="" type="checkbox"/>	a. CONTRACTOR
e. SIGNATURE 	<input type="checkbox"/>	b. SUBCONTRACTOR
	<input checked="" type="checkbox"/>	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
	<input type="checkbox"/>	d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
	<input type="checkbox"/>	e. ADMINISTRATIVE CONTRACTING OFFICER
	<input checked="" type="checkbox"/>	f. OTHERS AS NECESSARY 1226.2, 3502, 3524

## PERSONNEL QUALIFICATION

**Project Manager:** The Project Manager shall be responsible for the overall management and coordination of all work and shall act as a central point of contact with the Government. The Project Manager shall have at least three (3) years of recent (within the last five (5) years) experience in the management and supervision of transportation, equipment maintenance, for a facility of the approximate size and characteristics of N.R.L. A detailed resume of the qualification and work experience, including employer's name and address, for the project manager proposed for this contract, along with the names and phone numbers of previous immediate supervisors, must be submitted for approval to the contracting officer. The Government reserves the right to reject any person whose qualifications, in the government's evaluation, fail to meet the criteria specified. The decision of the contracting officer shall be final. Prior to assignment of any replacement project manager, approval of the contracting officer is required.

**Master Mechanic:** The Contractor shall provide **two** qualified Automotive Service Excellence (A.S.E.) and International Mobile Air Conditioning Association (I.M.A.C.A.) certified Master Mechanics capable of servicing, inspecting, maintaining, repairing, and overhauling propane, natural gas, battery, gasoline and diesel engine-powered vehicles, equipment and their A/C systems. The Master Mechanic shall have at least three (3) years of recent (within the last five (5) years) experience in the management and supervision of an equipment fleet of the approximate size of N.R.L. Licenses must be current and a copy shall be made available for inspection by the contracting officer or designated representative upon demand. Proof of such A.S.E. or I.M.A.C.A. certification must be provided to the contracting officer or contracting officer's representative upon demand. Failure to provide such licenses or certifications as provided by this paragraph shall be cause for employees being determined unqualified, and thus required to be removed from the site.