

**PERFORMANCE WORK STATEMENT (PWS)  
INTEGRATED LOGISTICS SERVICES IN SUPPORT OF THE  
APACHE ATTACK HELICOPTER PROJECT MANAGER'S OFFICE**

**1.0 MISSION OBJECTIVE:** This task order is to provide the Apache Attack Helicopter (AAH) Project Manager's Office (PMO), Logistics Division, with Integrated Logistics Support (ILS) services. The AAH PMO is chartered to manage the Apache system across the life cycle spectrum of development, production, fielding and sustainment of the aircraft and associated support equipment to include training devices, as well as for force modernization upgrades of the AH-64. This task order will provide integrated logistics support services for the development, production, fielding and sustainment of the Apache force modernization, AH-64D Longbow Apache, the new AH-64E program, and Apache sensor programs. In addition, this task order shall provide the AAH PMO with integrated logistics support to Foreign Military Sales (FMS) activities and shall not usurp the established Program Executive Office (PEO) assignment relating to US Army Equipment.

**2.0 PERFORMANCE REQUIREMENTS:** The requirements of this PWS are to provide ILS for the Apache Attack Helicopter in the areas of Design Influence/Concept Definition, Maintenance Planning, Manpower and Personnel, Supply Support, Support Equipment and Test Measurement and Diagnostics Equipment, Training and Training Devices, Technical Data, Computer Resources Support, Packaging, Handling and Storage, Transportation and Transportability, Facilities, Standardization and Interoperability, Continuous Acquisition and Life Cycle Support, Logistics Program Support, Reliability and Maintainability (RAM), and Logistics support of Automated Information Systems. The contractor shall perform the following tasks:

2.1 The contractor shall provide recommendations for the development and documentation of logistics-related design constraints and readiness requirements. The contractor shall provide ILS input, advice, and recommendations for Conditional Materiel Release (CMR), research and control of get-well plans and related documentation. The contractor shall provide analyses and recommendations regarding the scheduling, coordination and input to the Supportability Integrated Product Team (SIPT). The contractor shall provide input and recommendations for concept definition of developmental systems/subsystems, training and related equipment. The contractor shall provide logistics input, advice, and recommendations to Operational Requirement Documents and to the formulation of Request for Proposals. The contractor shall provide analyses and recommendations supporting the introduction of the new AH-64E Mission Design Series into all required Logistics, Sustainment and Programmatic data management systems and accountable records to include but not limited to: ULLS-A; SLAMIS; MARC; PBUSE; GFEB; DAES; LCSP; DOD 4120; TAV; FMAS; ALIM; LMP and others. (Reference SOW ILS1, ILS2, ILS3)

2.2 The contractor shall provide advice, recommendations, and program status regarding stock status, inventory levels, requisition status, Logistic Support Analysis/Record (LSA/LSARs) and Operations and Support (O&S) cost reduction initiatives. The contractor shall provide

logistics analyses and recommendations regarding the Apache system for war operations, contingency operations other than war including spilt based operations and the deployment of the new Apache MDE AH-64E, or exercise of plans to support these operations. The contractor shall provide input, analyses and recommendations for improvements regarding field reports' allocation of repair parts, recommended stockage levels and changes as empirical data is accumulated, provisionings reviews and related working groups. The contractor shall provide analyses and recommendations regarding the status of parts required for the Apache fielding and deployments, remanufacturing, recap, production and depot overhaul and provide status reports to the Quarterly Supply Review (QSR) Board. The contractor shall provide input, advice, and recommendations regarding implementation of the Single Stock Fund (SSF) and exchange pricing for the Apache program. (Reference SOW 3 ILS4)

2.3 For the AH-64 the contractor shall provide: (a) analyses and recommendations regarding training programs including the identification and proposed resolutions for training deficiencies and issues, (b) input and recommendations for the identification, coordination, and readiness of training and training support requirements, (c) analyses and recommendations regarding the training implications in requirements documents, training documents, and logistics documents, (d) draft training documentation plans and reports, (e) cost comparison and analyses of training methods and strategies, (f) Validation of technology based multimedia-training materials such as interactive CD-ROM and computer aided instruction (CAI). The contractor shall provide analyses and recommendations to plan, resource, and implement a cohesive integrated strategy to train military and civilian personnel to maximize the effectiveness of the doctrine, manpower and personnel to fight, operate, and maintain the equipment throughout the life cycle. The contractor shall provide analyses and recommendations for an integrated AH-64 E training stragey and as a part of the strategy, plan, resource, and provide input for management actions to identify, develop, and acquire TADSS to maximize the effectiveness of the manpower and personnel to fight, operate, and sustain equipment at the lowest Lifecycle cost (LCC). (Reference SOW ILS6)

2.4 The contractor shall provide analyses and recommendations for AH-64ED and AH-64E Maintainer's and Operator's courseware and Operation and Sustainment IMI development regarding training presentations including those presentations involving IMI courseware reviews, programs progress and management reviews. The contractor shall provide analyses and recommendations in computer resources regarding training courseware and Interactive Electronic Technical Manual (IETM). The contractor shall provide analyses and recommendations to identify, plan, resource, and provide input for management actions to develop and acquire information; a) to operate, maintain, and train on the equipment to maximize its effectiveness and availability; b) effectively catalog and acquire spare/repair parts, support equipment, and all classes of supply; and c) to define the configuration baseline of the system (hardware and software) to effectively support Apache users with the best capability at the time it is needed.. The contractor shall provide advice, recommendations and draft proposals regarding problems and opportunities for improvements as identified by the US Army, US Air Force and the US Navy resulting from software improvement for IMI and the IETM. The contractor shall develop and provide draft proposals for web base technology to initiate access to the IETM and IMI. The contractor shall provide analyses, market surveys, and white

papers (fact-finding missions) regarding the development of enhancements for the IETM and IMI. The contractor shall collect data from users and developers and provide recommendations to improve the existing (legacy) products. The contractor shall provide input, analyses and recommendations for the development, design and distribution of IMI and other courseware directly to the soldier in the field via the World Wide Web. The contractor shall provide reports, record of meetings/minutes in accordance with (IAW) DI-ADMN-81505, Contract Data Requirements List (CDRL) A006. (Reference SOW ILS6, ILS7, ILS 8, ILS13, ILS 14)

2.5 The contractor shall provide logistics analyses and recommendations regarding Apache and Longbow Apache, including Block III for Training and Training Aids, Devices, Simulators and Simulations (TADSS) in the areas of Statement of Work preparations; proposal analyses; oversight of design, development, production, and modification by the original equipment manufacturer (OEM); Government acceptance testing (new and modified); fielding; redistributions in support of Aviation Transformation; New Equipment Training (NET) and Differences Training (DT) for initial fielding and significantly modified TADSS, Apache Block III changes and retrofit management for Apache Block II aircraft and TADSS Fleet. The contractor shall provide NET Team academic instruction at a level of mastery appropriate to senior Apache pilots and instructor pilots to train the Longbow Block II DT and Block III NET Program of Instruction (POI) as well as provide Pilot Instruction to unit personnel in all Operator TADSS and Instructor Pilots (IP) personnel who are current and qualified to conduct cockpit flight training in support the flight requirement for AB3 NET. (Reference SOW ILS2, ILS4, ILS6 ILS14)

2.6 The contractor shall provide analyses and recommendations of logistics issues regarding to the Longbow Crew Trainer (LCT) multiple Longbow maintainer Training Devices (MTD) and part task trainers, fielded AH-64 TADSS, and TADSS unique to Foreign Military Sales (FMS) like the Multi-Purpose Display Trainer (MPDT). The contractor shall provide analyses and recommendations on-site at Boeing – St. Louis (Missouri) for LCT and MPDT production and contractor/government acceptance testing IAW each device's acceptance test plan/procedures and performance specification. The contractor shall gather data from civilian and government agencies and provide a report regarding government furnished technical data and equipment required in the production of the training devices and visual databases. The contractor shall provide input, advice and recommendations to software/hardware training device Integrated Product Teams, Preliminary Design Reviews, Critical Design Reviews, In-Progress Reviews, Technical Reviews, System Requirements Reviews, System Design Reviews and Trainer Requirements Reviews. The contractor shall perform quality assurance inspections and Physical and Functional Configuration Audits on each device prior to DD-250 and delivery subsequent to each application of technical and capability enhancements. The contractor shall provide verification of the functionality of IDM messages by testing the proper simulation and integration of IDM messages through the Longbow Integrated Server and Digital Communication Center integrated on the Longbow Crew Trainer Threat Server system. The contractor shall maintain an Action Item Record Tracking System to track discrepancies found during Government acceptance testing. The contractor shall prepare monthly status reports progress in meeting TADSS delivery, fielding, and retrofit dates. Reports shall be provided IAW DI-MISC-80508A, CDRL A002. (Reference SOW ILS2, ILS4, ILS6 ILS14)

2.7 The contractor shall provide analyses and recommendations regarding: (a) the development and update of the ILS milestone management models; (b) the development and/or update of the supportability strategy (FMS); and (c) the tracking of all logistics requirements with program and acquisition documents. The contractor shall review and/or analyze MANPRINT requirements in program management documentation. The contractor shall provide input, advice, and recommendations for the initial MANPRINT and maintain and update the MANPRINT database. The contractor shall provide input and recommendations for the preparation of Manpower Estimate Report (MER), and MANPRINT Assessment (MA). The contractor shall analyze and provide recommendations regarding technical publications development to include verification/demonstration of all approved technical maintenance manuals, task procedures, tools, and calibration and test equipment requirements for the Apache system. (Reference SOW ILS7)

2.8 The contractor shall provide computer resources sustainment for both stand-alone and embedded systems for the Apache System associated equipment, excluding standard desktop information technology (IT) equipment. The contractor shall provide analyses and recommendations to Apache computer resources working group(s). The contractor shall document the approach and track progress of the Apache computer resources working group(s). The contractor shall provide analyses and recommendations regarding logistics input to software program plans documents consisting of Requirements Documents/Contract SOW, System/Model Specifications, Test and Evaluation Master Plans (TEMPs), Independent Verification and Validation Plans, and Test Program Set Management Plan (TPSMP). The contractor shall provide analyses and recommendations regarding the facilities hardware, software, documentation, manpower and personnel needed to plan, develop and implement computer resources support. The contractor shall develop logistics support computer programs or software to include training/simulator software and software for computer based training programs. (Reference SOW ILS8)

2.9 The contractor shall prepare recommended inputs for procurement actions, compliant with FAR requirements for Unique Identification (UID) of tangible items. The contractor shall provide analyses and recommendations regarding the development, coordination and update of packaging, handling and storage documentation and specifications. The contractor shall provide analyses and recommendations to identify potential transportability and portability item issues. The contractor shall provide analyses and recommendations regarding transportation modes and networks authorized and available. (SOW Reference ILS9, ILS10)

2.10 The contractor shall develop and recommend requirements for fixed and mobile facilities to include range and types of utilities, design for safety, work environment, and health standards. The contractor shall provide the input, analyses and recommendations regarding facilitation reviews of Standardization and Interoperability (S&I). The contractor shall analyze data deliverables to identify deficiencies and recommend changes to enhance the S&I program. The contractor shall provide analyses and recommendations regarding S&I consideration contained in Apache acquisition Requests for Proposals (RFPs). (SOW Reference ILS11, ILS12)

2.11 The contractor shall provide logistics analyses and recommendations regarding the Network Centric functions. The contractor shall review/evaluate systems impact analyses on the implementation of Network Centric programs. The contractor shall provide acquisition and logistics research studies to identify and recommend solutions to problems associated with contractor and government interface for weapons systems technical data in digital form. The contractor shall provide analyses and recommendations regarding the integration of contractors' reliability and maintainability design tools that support the Network Centric. The contractor shall provide input and recommendations for the development of the Network Centric portion of acquisition documentation. The contractor shall provide logistics analyses and recommendations to identify, plan, resource, and acquire facilities, hardware, software, documentation, manpower, and personnel necessary for planning and management of mission critical computer hardware and software systems for the AH-64D and AH-64E. (SOW Reference ILS13).

2.12 The contractor shall provide input, advice, and recommendations in the following logistics activities: (a) International, Co-Production and Foreign Military Sales (FMS) programs, (b) Field support maintenance engineering services, (c) Field support Engineering and Analysis Services, (d) Maintenance engineering services, (e) Equipment Improvement Recommendations (EIR)/field reports, (f) Special Logistics Data Management projects and Readiness Management, and (g) Performance based logistics. (Reference SOW ILS14)

2.13 The contractor shall provide logistics input and recommendations for the Re-capitalization program and AH-64 fleet readiness. The contractor shall provide re-capitalization metrics development and performance assessments. The contractor shall provide analyses and recommendations regarding in-flight and on the ground, self monitoring, self-diagnosing, and self-reporting system level embedded diagnostics capabilities. The contractor shall provide input, advice and recommendations for the following areas: (a) Re-cap metrics development and performance assessments, (b) Automated identification Technology/Automated Information System (AIT/AIS) implementation and sustainment support for the Apache including wireless integration, (c) Implementation and sustainment planning for Parts Marking Technology, (d) Implementation of the Aviation Maintenance Automated Tracking System (AMATS), (e) Installation, population and implementation of IUID markings, (f) AMATS software training and (g) creation and installation of legacy UID data labels and population of the DoD UID registry (h) development and distribution of a tool room asset management system. The contractor shall monitor, analyze, and provide recommendations regarding fleet improvements and the Apache fleet readiness. The contractor shall provide logistics analyses and recommendations to Government Integrated Product Teams (IPTs) to include: Global Combat Support System Army (GCSS-A), Conditioned Based Maintenance (CBM), Aviation Maintenance and Service Support (AMASS), Common Logistics Operating Environment (CLOE), and Data Collection Analysis Management Information System (DCAMIS). The reports and studies shall be provided IAW DI-MISC-80508A, CDRL A002. (Reference SOW ILS1, ILS 4, ILS6, ILS7, ILS8, ILS14, ILS16)

2.14 The contractor shall provide analyses and recommendations regarding maintenance planning for the AH-64D and AH-64E to identify, plan, resource, and implement maintenance

concepts and requirements to optimize equipment/capability at the lowest possible LCC. The contractor shall provide Reliability, Availability, and Maintainability (RAM) to include review, assessment, analyses, evaluation, recommendations, trade-studies, reliability improvement business case analyses, RAM data collection and data collection management in support of the logistics effort. The contractor shall provide input, advice, and recommendations for RAM engineering reviews, Performance Based Logistics (PBL) RAM metrics, reliability programs, design analyses, availability programs, maintainability programs and integrated diagnostics programs. The reports and studies shall be provided IAW DI-MISC-80508A, CDRL A002. (Reference SOW ILS15)

2.15 The contractor shall provide logistics analyses and recommendations to US Army Europe (USAREUR) aircraft on-site in Germany. The contractor shall provide analyses and recommendations of Apache units regarding Special Tools and Test Equipment (STTE), transportability assets and sustainment training devices. The contractor shall provide analyses and recommendations to improve ongoing and projected USAREUR force modernization programs and ongoing and projected USAREUR and Apache Materiel Fielding Plan (MFP). The contractor shall provide input, advice and recommendations to Apache unit(s) that are deployed to contingency operations or that are planning exercises/operations within the EUCOM AOR. (Reference SOW ILS2, ILS4, ILS5, ILS14)

2.16 The contractor shall provide logistics analyses and recommendations to Eighth U.S. Army (EUSA) aircraft on-site in the Republic of Korea (ROK). The contractor shall provide analyses and draft procedures regarding ongoing and projected EUSA fielding of Apache equipment and force modernization items to include Embedded Global Positioning System Integration (EGI), AN/AVR-2 and -603 CBHK of AH-64As back to the continental United States for conversion to Longbow Apaches. The contractor shall provide data, analyses and recommendations regarding ongoing and projected EUSA and Apache Materiel Fielding plan. (Reference SOW ILS2, ILS4, ILS5, ILS14)

2.17 The contractor shall provide logistics analyses and recommendations on-site at Boeing - Mesa (Arizona) in support of the Apache and Interactive Electronic Technical Manual (IETM). The contractor shall provide analyses and recommendations regarding IETM impact in Document Change Notices (DCNs). The contractor shall provide input, advice and recommendations for verification of IETM. (Reference SOW ILS2, ILS7, ILS14)

2.18 The contractor shall provide logistics analyses and recommendations on-site at Fort Rucker. The contractor shall provide logistics data, analyses and recommendations to the TRADOC Systems Manager's Office (TSMO). The contractor shall provide input, advice, and recommendations for program progress and management reviews, quarterly TRADOC program updates, training device system requirements, institutional training, differences training, preliminary and critical design reviews, MANPRINT working groups, Apache fielding IPT meetings, and training updates. The contractor shall review, analyze and provide differences training for newly fielded Apache units. The contractor shall provide Training Materials IAW DI-ILSS-80872, CDRL A023. (Reference SOW ILS1, ILS2, ILS6, ILS7, ILS 14)

2.19 The contractor shall provide on-site advice and analyses to Headquarters Deputy Chief of Staff for Operations and Plans (DAMO-FDV) at the Pentagon and the Department of the Army System Coordinator (DASC) in the Assistant Secretary of the Army for Acquisition, Logistics and Technology (ASA –SALT) Directorate. The contractor shall prepare draft briefings and draft information papers for OSD, OMB, and Congressional Professional Staff Members (PSMs) regarding logistics issues on budget and program office events. The contractor shall analyze the Aviation Budget Operating System (BOS) in annual Program Objective Memorandum (POM) exercises including Program Decision Memorandums (PDMs), Program Budget Decisions (PBDs), General Accounting Office (GAO) Reviews and Congressional Adjustments impacting the AH-64A/D/E and provide logistics advice and recommendations on future LBA program and budget reviews. The contractor shall provide analyses on impacts of OSD and congressional decisions on the Apache fielding, logistics, training and budget programs. The contractor shall prepare draft executive summaries, information papers, director's notes and action officer briefings concerning the Apache Fielding. The contractor shall provide logistics advice and recommendations at Foreign Military Sales (FMS) policy reviews. The contractor shall provide data, analyses and recommendations regarding LBA acquisition to the Office of the Undersecretary of Defense (Acquisition & Technology). The contractor shall provide logistics analyses and recommendations regarding Milestone Decision Reviews for the Army Requirements and Management Board (ARMB). The contractor shall provide analyses and recommendations regarding Attack Operational Requirements Documents (ORDs) utilizing Cost and Operational Effectiveness Analyses (COEAs). (Reference SOW ILS14)

2.20 The contractor shall provide logistics analyses and recommendations on-site as part of the ILS support team at Fort Hood, Texas. The contractor shall provide input, advice, and recommendations regarding the fielding of the Apache helicopters. The contractor shall provide logistics analyses and recommendations to reduce/eliminate problems regarding aircraft delivery, total package fielding of tools, support equipment and training devices, supply system, technical data, prime contractor operations and readiness. The contractor shall provide input, advice and recommendations to the Fielding Integrated Product Team and the equipment and logistics-working group. The contractor shall provide logistics analyses and recommendations to determine feasibility of systems/subsystems/components meeting AH-64 transportability requirements and specifications. Contractor shall provide logistics analyses and recommendations to determine technical feasibility and/or functional adequacy for current and future AH-64 Transportability systems. The contractor shall provide logistics advice, analyses and recommendations in the area of inventory control, accountability and location of AH-64 Transportability equipment. The contractor shall provide input, advice, and recommendations regarding in the operational use, training, and employment of the AH-64 Transportability equipment. The contractor shall provide logistics advice, analyses and recommendations for the induction of the Apache into the Remanufacturing (REMAN) Program. (Reference SOW ILS2, ILS4, ILS9, ILS10, ILS14)

2.21 The contractor shall provide briefing materials and participate in briefings/reviews in almost every task listed above. The contractor shall track action items and associated documentation to explain, clarify, and answer any questions regarding recommendations developed in every task listed in this PWS. The contractor shall provide presentation materials,

briefings and viewgraphs IAW DI-ADMN-81373, CDRL A004. The contractor shall provide conference agenda materials for tasks set forth in this PWS IAW DI-ADMN-81249A, CDRL A014. The contractor shall provide reports, record of meeting/Minutes for tasks identified in this PWS IAW DI-ADMN-81505, CDRL A006. (Reference SOW ILS 14h(4))

2.22 The contractor shall submit a monthly Status Report for the effort IAW DI-MGMT-80368, CDRL A001. The contractor shall submit a monthly Contractor's Progress, Status, and Management Report IAW DI-MGMT-80227, CDRL A003.

### **3.0 TRAVEL**

3.1 Travel to Government sites and contractor facilities in CONUS and OCONUS shall be required in performance of this PWS. Prior to any official travel, the contractor shall obtain written approval from the designated Contracting Officer's Representative (COR). Approximately 300 trips shall be required with an average of four days duration for one person. The contractor is authorized to include costs of Foreign Housing Allowance, car rental/gasoline and dependent schooling for their personnel permanently on-site in USAREUR and EUSA IAW Joint Travel Regulations (JTR).

3.2 For planning purposes, it is estimated that the destination for the estimated 300 trips will include Mesa, AZ; Washington DC; St. Louis, MO; Salt Lake City, UT; Orlando, FL; San Diego, CA; Fort Eustis, VA; Fort Rucker, AL; Fort Hood, TX; Fort Campbell, KY; Ft. Bliss, TX; Ft. Riley, KS; Ft. Carson, CO; Ft. Drum, NY; Hunter Army Airfield, GA; Joint Base Lewis McCord, WA; Ft. Bragg, NC; United States Army Reserve Sites at Ft. Knox, KY; Cornrow, TX; Army National Guard Sites at Pennsylvania, Idaho, Utah, Arizona, South Carolina, North Carolina, Missouri, Huntsville, AL; OCONUS/Europe/ Mid-East/Korea.

3.3 Unless otherwise directed, trip reports shall be required for only that travel made without a Government representative. Trip Reports shall be submitted IAW DI-ADMN-81505, CDRL A006.

**4.0 SECURITY:** The contractor shall provide security to a level necessary to meet the requirements of the tasks requested. The contractor's work shall not be above a classification of SECRET. Contract personnel shall retain a SECRET level clearance for the duration of the task order.

4.1 AT Level I Training (general). All contractor employees, including identified subcontractor employees, working in CONUS shall complete AT Level I awareness training within 90 days calendar after contract start date or effective date of incorporation of this requirement whichever is first. The contractor shall maintain certifications of completion for each affected contractor employee and subcontractor employee for inspection purposes. AT Level I training is available at <https://atlevel1.dtic.mil/at>.

4.2 AT Awareness Training for Contractor Personnel Traveling Overseas. All contractor employees, including subcontractor employees stationed or deployed in OCONUS contingency

operations areas or designated combat zones will receive Government provided AT awareness training specific to the area of responsibility (AOR) at their overseas location. Specific AOR training content is directed by the combatant commander, with the unit Antiterrorism Officer (ATO) being the local point of contact.

4.3 Access and General Protection/Security Policy and Procedures. All contractor employees, including subcontractor employees stationed or deployed in OCONUS contingency operations areas or designated combat zones shall comply with applicable installation, facility, and area commander installation and facility access and local security policies and procedures (provided by the Government representative). The contractor shall, upon request, provide all information required for background checks to meet installation access requirements to be accomplished by authorized Government personnel. The contractor workforce must comply with all personal identification verification requirements as directed by DOD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, the Government may require changes in contractor security matters or processes.

4.4 iWATCH Training. The contractor and identified associated subcontractors shall brief all employees stationed on Army installations, facilities, or controlled areas on the local iWATCH program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity. This training shall be completed within 90 calendar days of new employees commencing performance at the specified location or effective date of incorporation of this requirement whichever is first.

4.5 Access to Government IT Systems. Contractors requiring access to Government IT systems must adhere to the requirement of AR 25-2, Information Technology (IT), Rapid Action Revision (RAR), Issue Date: 23 March 2009, on Government installations. All contractor employees and associated sub-contractor employees must complete the DoD IA awareness training before issuance of network access and annually thereafter. All contractor employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within 6 months of employment.

4.6 Utilization of Government OPSECSOP/Plan. The contractor shall be provided a copy of the PEO-AVN OPSEC Plan and must adhere to its requirements. The contractor shall designate an OPSEC Point of Contact. That individual will become OPSEC Level I certified within six months of being appointed.

4.7 OPSEC Training for On-Post Contractors. All contractor employees, including identified subcontractor employees, stationed on Army installations, facilities, or controlled areas to include OCONUS contingency operations areas or designated combat zones shall complete OPSEC Level I training within 90 calendar days of starting work on the contract or effective date of incorporation of this requirement, whichever is first. All contractor employees must complete annually OPSEC training. The contractor shall maintain certifications of completion for each affected contractor employee and subcontractor employee for inspection purposes. OPSEC Level I training is available at <https://www.iad.gov/ioss/index>.

4.8 **OPSEC Training for Off-Post Contractors.** All contractor employees, including identified subcontractor employees working from contractor facilities must complete OPSEC Level I training within 90 calendar days of starting work on the contract or effective date of incorporation of this requirement whichever is first. All contractor employees must complete annually OPSEC training. The contractor shall maintain certifications of completion for each affected contractor employee and subcontractor employee for inspection purposes. OPSEC Level I training is available at <https://www.iad.gov/ioss/index>.

4.9 **For Contract Requiring Performance or Delivery in a Foreign Country.** Non-local national contractor personnel must comply with theater clearance requirements. The combatant commander may exercise oversight to ensure the contractor's compliance with combatant commander and subordinate task force commander policies and directives.

4.10 **For Contracts That Require Handling or Access to Classified Information.** Contractor shall comply with FAR 52.204-2, Security Requirements, requires contractors to comply with the Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5200.22-M, and any revisions notice of which has been furnished to the contractor).

**5.0 GOVERNMENT FURNISHED PROPERTY:** In order to accomplish the efforts described in this task order, the contractor will require access to the data and Government files related to the Apache Program. Onsite location of the contractor is considered to be the most cost effective for the Government, therefore, shall be performed onsite. Contractor personnel located onsite will be provided with Government furnished office furniture and computers, similar to that provided Government employees. The AAH PMO shall coordinate the provision of office space for contractor personnel collocated in Korea, Fort Hood, Boeing-Mesa, and Boeing-St. Louis. AMCOM (EUROPE) shall provide personnel collocated in Germany with office space, access to communications that include phone, fax and email services compatible with other government employees on-site. Fort Rucker shall provide the contractor co-located on-site at Ft. Rucker with office space, access to communications that includes phone (local and long distance), fax and e-mail services compatible and equivalent with other Government employees on-site. The contractor shall be provided system access for data via SIPERNET.

**6.0 DELIVERABLES:** Data provided shall be delivered as follows:

6.1 A Status Report shall be submitted IAW DI-MGMT-80368, CDRL A001.

6.2 Technical Report-Study/Services shall be submitted IAW DI-MISC-80508A, CDRL A002.

6.3 Contractor's Progress, Status, and Management Report shall be submitted IAW DI-MGMT-80227, CDRL A003.

6.4 Presentation Material shall be submitted IAW DI-ADMN-81373, CDRL A004.

6.5 Reports, record Meeting/Minutes shall be submitted IAW DI-ADMN-81505, CDRL A006.

6.6 Conference Agendas shall be submitted IAW DI-ADMN-81249A, CDRL A014.

6.7 Training Materials shall be submitted IAW DI-ILSS-80872, CDRL A023.

**7.0 ACCOUNTING FOR CONTRACTOR SUPPORT:** The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including subcontractor manpower) required for performance of this task order. The contractor is required to completely fill in all the information in the format using the following web address: [Https://contractormanpower.army.pentagon.mil](https://contractormanpower.army.pentagon.mil). The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative; (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data; (5) Estimated direct labor hours (including subcontractors); (6) Estimated direct labor dollars paid for the reporting period (including subcontractors); (7) Total payments (including subcontractors); (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC code for each subcontractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information); (11) Locations where contractor and subcontractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website) (12) Presence of deployment or contingency contractor language; and (13) Number of contractor and subcontractor employees deployed in theater for the reporting period (by country). As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site.

## **8.0 PERFORMANCE OBJECTIVES/METRICS:**

8.1 This performance-based service task order incorporates the following performance objectives: (1) Delivery of high quality technical performance; (2) Adherence to TO schedule, milestone, and delivery requirements; and (3) Efficient and effective control of labor resources. It is the contractor's responsibility to employ the necessary resources to ensure accomplishment of these objectives. The Government's assessment of the contractor's performance in achieving

these objectives will utilize the standards, acceptable quality levels, surveillance methods, and performance incentives described in the Performance Requirements Summary matrix set forth in Appendix A. The performance incentives will be implemented via the Government's past performance assessment conducted in accordance with Part 42 of the Federal Acquisition Regulation (FAR), as applicable, and the "Task Order Performance" criteria of the annual award term evaluation, Basic BPA provision 45.

8.2. The performance objectives, standards, and acceptable quality levels shall be applied on a TO basis with performance incentives to be implemented on an annual basis. The Government will conduct informal interim counseling sessions with the contractor's Program/TO Manager to identify any active TO performance that is not meeting the acceptable quality levels. These sessions will be conducted at least on a quarterly basis in order to provide the contractor a fair opportunity to improve its performance level.

8.3 The Control of Labor Resources criteria will be reflected under the "Cost" category of the performance assessment. Although the criteria of Business Relations and Management of Key Personnel are not specifically included in the Performance Requirements Summary Matrix, the overall performance assessment will continue to include these criteria.

8.4. The contractor will be notified, in writing, of the Government's determination of its performance level for each performance objective including all instances where the contractor failed to meet the acceptable quality level.

## APPENDIX A

## PERFORMANCE REQUIREMENTS SUMMARY MATRIX

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD	ACCEPTABLE QUALITY LEVEL (AQL)	METHOD OF SURVEILLANCE	PERFORMANCE INCENTIVE
<p><b>High Quality Technical Performance</b></p>	<p>TO requirements met with little rework/re-performance required and with few minor and no significant problems encountered</p> <p><i>Performance meets all technical and functional requirements, and is highly responsive to changes in technical direction and/or the technical support environment</i></p> <p><i>Assessments, evaluations, analyses, recommendations, and related input are thorough, reliable, highly relevant to TO requirements, and consist of substantial depth and breadth of subject matter</i></p> <p><i>Deliverable reports contain all required data and meet all applicable CDRL requirements</i></p>	<p>Contractor delivery of products and/or services meets all TO requirements. Performance occurs with no required re-performance/rework at least 80% of time. Problems that are encountered are minor and resolved in a satisfactory manner.</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for QUALITY criteria:</p> <p><u>EXCEPTIONAL</u> <i>Performance and deliverables meet all and exceed many TO requirements. Performance delivered with no required re-performance/rework at least 95% of time; problems that are encountered are minor and resolved in a highly effective manner.</i></p> <p><u>VERY GOOD</u> <i>Performance and deliverables meet all and exceed some TO requirements. Performance delivered with no required re-performance/rework at least 90% of time; problems that are encountered are minor and resolved in an effective manner.</i></p> <p><u>SATISFACTORY</u> <i>Performance and deliverables meet all TO requirements. Performance delivered with no re-performance/rework at least 80% of time; problems that are encountered are minor and resolved in a satisfactory manner.</i></p> <p><u>MARGINAL</u> <i>Some TO requirements not met and/or performance delivered with re-performance/rework required more than 20% of time. Problems encountered were resolved in a less than satisfactory manner.</i></p> <p><u>UNSATISFACTORY</u> <i>Many TO requirements not met. Numerous re-performances/rework required. Substantial problems were encountered and inadequate corrective actions employed.</i></p>

<p><b>Adherence to Schedule</b></p>	<p><b>TO milestones, periods of performance, and/or data submission dates are met or exceeded</b></p>	<p><b>Contractor meets TO delivery requirements at least 80% of the time (excluding gov't caused delays)</b></p>	<p><b>Routine Inspection of Deliverable Products/Services</b></p>	<p><b>Assignment of performance rating for SCHEDULE criteria:</b></p> <p><u>EXCEPTIONAL</u> TO milestones/ performance dates met or exceeded at least 100% of time (excluding government caused delays)</p> <p><u>VERY GOOD</u> TO milestones/ performance dates met or exceeded at least 90% of time (excluding government caused delays)</p> <p><u>SATISFACTORY</u> TO milestones/ performance dates met or exceeded at least 80% of time (excluding government caused delays)</p> <p><u>MARGINAL</u> TO milestones/ performance dates met less than 80% of time (excluding government caused delays)</p> <p><u>UNSATISFACTORY</u> TO schedule/performance dates met less than 70% of time</p>
<p><b>Control of Labor Resources</b></p>	<p><b>Contract labor mix is controlled in efficient and effective manner</b></p>	<p><b>Actual TO labor resource mix is maintained within 20% of originally awarded TO resource mix</b></p>	<p><b>Routine Inspection of TO Performance, Performance/Cost Reports, Payment Invoices</b></p>	<p><b>Assignment of performance rating for COST CONTROL criteria:</b></p> <p><u>EXCEPTIONAL</u> Actual TO resource mix maintained within 10% of originally awarded TO resource mix</p> <p><u>VERY GOOD</u> Actual TO resource mix maintained within 15% of originally awarded TO resource mix</p> <p><u>SATISFACTORY</u> Actual TO resource mix maintained within 20% of originally awarded TO resource mix</p> <p><u>MARGINAL</u> Actual TO resource mix maintained within 25% of originally awarded TO resource mix</p> <p><u>UNSATISFACTORY</u> Actual TO resource mix exceeds 25% of originally awarded TO resource mix</p>