

PERFORMANCE WORK STATEMENT (PWS)

Logistics Support for the Theater Aviation Maintenance Program (TAMP) Equipment Package (TEP)

1.0 MISSION OBJECTIVE: Provide sustainment and logistics support to the Theater Aviation Maintenance Program (TAMP) Equipment Package (TEP). The TEP is a modular system established to support sustainment level maintenance contingency capability in accordance with AR 750-1, Army Materiel Maintenance Policy. It consists of all facilities, special tools, test equipment, fixtures and associated equipment used by the TEP in support of the TAMP to carry out the depot level aviation maintenance when deployed. In a theater of operations the TAMP depends on the TEP to perform wartime aviation maintenance operations. The TEP, maintained at Redstone Arsenal, AL, is an aviation specific package designed to support a heavy Combat Aviation Brigade (CAB) in a theater working out of four deployed locations. Aviation related operations during contingencies in the affected Areas of Operation (AOs) are in need of dedicated CONUS support from the AMCOM to obtain immediately available single source service for a deployable equipment package. The deployable TAMP will serve as the in-theater lead for both unit and wholesale system managers to resolve aviation logistics and sustainment issues and to provide additional skills and capabilities to deployed aviation units. When directed, the TAMP will operate as an extension of AMCOM with Combined Forces Land Component Command (CFLCC) subordinate organizations located in the designated AOs and forward positioned in the CFLCC operational theater. Aviation systems supported by this effort are the Apache, Blackhawk, Chinook, Kiowa Warrior, various Army fixed wing aircraft, subcomponents of aviation ground support equipment, aircraft survivability equipment and all aviation related ground support.

2.0 PERFORMANCE REQUIREMENTS: Provide logistics support expertise for the TEP keeping it in an operationally ready status with the goal of increasing the readiness level of the Army aviation fleet supporting the CFLCC operations in the designated AO. The contractor shall provide input and recommendations for the TEP in resolving issues in the areas of:

- TEP Status Tracking
- Property Book Management of Class IX repair parts and components to include kits, assemblies, and subassemblies (repairable or non-repairable) required for maintenance support of all equipment.

Maintain the TEP property book. Monitor, maintain, input, and update the Property Book Unit Supply Enhanced (PBUSE) database as it relates to TEP property. Ensure all required equipment hand receipt forms are properly completed, maintained, and submitted. Maintain the TEP hand receipt in an up to date status keeping track of all changes and movement of equipment on the hand receipt.

- Maintenance and Refurbishment Operations
- Ordering of Commercial-Off-The-Shelf (COTS) Items
- TEP-Storage & Management
- Warehousing and Distribution Operations

2.1. **SCOPE OF WORK:** The contractor, as an independent contractor and not as an agent or employee of the Government, shall provide non-personal services to the TEP to accomplish the tasks outlined in 3.1 through 3.3. The work is to be performed on site in CONUS in support of the stated performance in paragraph 2.0 above. The contractor shall be experienced and knowledgeable of the deployable aviation systems mentioned in paragraph 1.0; the tactical, operational and support systems; maintenance procedures at all levels forward of depot repairs; and the supply control and tracking procedures to and from CONUS and the affected AOs. Specific requirements are as follows:

3.0 **LOGISTICS FUNCTIONAL SPECIALTY AREAS:** The contractor shall provide integrated logistics support (ILS) to facilitate development and integration of the individual logistic support elements in the following areas:

3.1. **ILS9 Packaging, Handling, and Storage (PHS):** The contractor shall provide expertise pertaining to all functions related to packaging, handling and storage. Representative activities include: (3.9)

a. Evaluate existing documentation and make recommendations to ensure that all system equipment and support items are preserved, packaged, marked, handled, and stored properly for short or long term requirements. (3.9)(a)

b. Provide input and advice for the development, coordination, and update of PHS documentation and specifications. (3.9)(b)

c. Evaluate and determine recommended item packaging level requirements and storage requirements based on one or more of the following: (3.9)(d)

(1) Geographical and environmental restrictions.

(2) System constraints i.e., design specifications, safety precautions for hazardous materiel and item configuration.

(3) Need for special handling equipment and procedures.

(4) Special security requirement (sensitive materiel).

(5) Impact on spare and repair parts.

3.2. **ILS10 TRANSPORTATION AND TRANSPORTABILITY:** The contractor shall provide expertise to functions of transportation and transportability. Representative activities include (3.10)

a. Identify potential transportability problem items and analyze and secure transportability reports to obtain transportability approval for all required items. (3.10)(b)

b. Provide recommendations relative to major and secondary item transportation procedures for the movement of materiel. (3.10)(c)

c. Plan and recommend actions associated with movement of the equipment in its shipping container. (3.10)(d)

d. Evaluate and determine recommended transportation modes and networks available and authorized for use or make recommendations to the customer based on established design parameters and constraints. (3.10)(e)

3.3. **ILS11 FACILITIES**: The contractor shall review, evaluate, and propose action to accomplish timely facility planning. This encompasses those management actions, procedures, and techniques used to ensure that all required permanent or semi-permanent operating and support facilities are available concurrent with equipment requirements. Representative activities include: (3.11)

a. Evaluate the need for and recommend new construction or modification to existing facilities. (3.11)(a)

b. Conduct and/or provide input to studies, which define and establish impacts on Life Cycle Cost, Military Construction Army (MCA) funding, facility locations/improvements, space requirements, environmental impacts, duration or frequency of use, and safety/health standards and security requirements. (3.11)(b)

c. Develop and recommend requirements for fixed and mobile facilities to include range and types of utilities, design for safety, work environment, and health standards. (3.11)(c)

4.0 **DATA REQUIREMENTS**: The contractor shall prepare the following data as specified in individual task orders.

<u>DATA ITEM NO.</u>	<u>TITLE</u>	
a. DI-MGMT-80368A	Status Report	CDRL A001
b. DI-MGMT-80227	Contractor's Progress, Status, and Management Report	CDRL A003
c. DI-MGMT-81467	Cost/Schedule Status Report (CSSR)	CDRL A011

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

5.1. Anti-Terrorism (AT) Level I Training. All contractor employees, to include subcontractor employees, requiring access to government installations, facilities and controlled access areas shall complete AT Level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and

subcontractor employee, to the Contracting Officer's Representative (COR) or to the contracting officer, if a COR is not assigned, within 30 calendar days after completion of training by all employees and subcontractor personnel. AT level I awareness training is available at the following website: https://jkodirect.jten.mil/html/COI.xhtml?course_prefix=JS&course_number=US007-14

5.2. AT Awareness Training for US based contractor personnel traveling overseas. This standard language text required US based contractor employees and associated sub-contractor employees to make available and to receive government provided area of responsibility (AOR) specific AT awareness training as directed by AR 525-13. Specific AOR training content is directed by the combatant commander with the unit Anti-Terrorism Officer (ATO) being the local point of contact.

5.3. iWATCH training. The contractor and all associated sub-contractors shall brief all employees 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 to the COR. This training shall be completed within 30 calendar days of contract award and within 30 calendar days of new employees commencing performance with the results reported to the COR NLT 30 calendar days after contract award. Training website: <http://www.myarmyonesource.com/FamilyProgramsandServices/iWatchProgram/Default.aspx>

5.4. Access and General Protection/Security Policy and Procedures. This standard language text is for contractor employees with an area of performance within an Army controlled installation, facility or area. Contractor and all associated sub-contractors employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative). The contractor shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity 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, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

5.5. Handling/Access to Classified Information. Contractor shall comply with FAR 52.204-2, Security Requirements and DD 254, Contract Security Classification Specification. This clause involves access to information classified up to "Secret." and requires contractors to comply with (1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); any revisions to DoD 5220.22-M, notice of which has been furnished to the contractor.

5.6. Requirements for OPSEC training. Per AR 530-1, Operations Security, new contractor employees must complete Level I OPSEC training within 30 calendar days of their reporting for duty. All contractor employees must complete annual OPSEC awareness training.

5.7. Access to Government Information Systems. All contractor employees with access to a government information system must be registered in Army Training Certification Tracking System (ATCTS) at commencement of services, and must successfully complete the DoD Information Assurance Awareness prior to access to the IS and then annually thereafter.

5.8. Information Assurance (IA)/Information Technology (IT) training. 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 six months of employment.

5.9. For Contractors Authorized to Accompany the Force. DFARS Clause 252.225-7040, Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States. The clause shall be used in solicitations and contracts that authorize contractor personnel to accompany US Armed Forces deployed outside the US in contingency operations; humanitarian or peacekeeping operations; or other military operations or exercises, when designated by the combatant commander. The clause discusses the following AT/OPSEC related topics: required compliance with laws and regulations, pre-deployment requirements, required training (per combatant command guidance), and personnel data required.

5.10. For Contract Requiring Performance or Delivery in a Foreign Country, DFARS Clause 252.225-7043, Antiterrorism/Force Protection for Defense Contractors outside the U.S. The clause shall be used in solicitations and contracts that require performance or delivery in a foreign country. This clause applies to both contingencies and non-contingency support. The key AT requirement is for non-local national contractor personnel to comply with theater clearance requirements and allows the combatant commander to exercise oversight to ensure the contractor's compliance with combatant commander and subordinate task force commander policies and directives.

6.0 GOVERNMENT FURNISHED PROPERTY: The government shall provide all data and access to data to accomplish the tasks identified in this PWS. The government will provide office space, furniture, information technology equipment, electronic data access, fax access, telephone service and other office supplies needed for performance of on-site efforts and similar to that provided other government civilian employees.

7.0 TRAVEL: Travel may be required in performance of this PWS. The contractor must receive approval from the COR prior to performing any travel. A trip report is required IAW CDRL A001.

8.0 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>. 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.

9.0 PERFORMANCE OBJECTIVES/METRICS: The performance objectives, metrics, and incentives discussed below have been established for utilization under EXPRESS task orders and are set forth at Appendix A, Performance Requirements Summary Matrix. Utilization of different objectives/metrics will require the development of a separate task order Quality Assurance Surveillance Plan.

9.1. This performance-based service task order incorporates the following performance objectives: (1) Delivery of high quality technical performance; (2) Adherence 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.

9.2. The performance objectives, standards, and acceptable quality levels shall be applied on a Task Order (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.

9.3. 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.

9.4. 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
High Quality Technical Performance	<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,</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>	Routine Inspection of Deliverable Products/Services	<p>Assignment of performance rating for QUALITY criteria:</p> <p><u><i>EXCEPTIONAL</i></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><i>VERY GOOD</i></u> <i>Performance and deliverables meet all and exceed some TO requirements. Performance</i></p>

	<p><i>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><i>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</i></p>
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				and inadequate corrective actions employed.
<p>Adherence to Schedule</p> <p>Adherence to schedule, milestone and delivery requirements</p>	<p>TO milestones, periods of performance, and/or data submission dates are met or exceeded</p>	<p>Contractor meets TO delivery requirements at least 80% of the time (excluding gov't caused delays)</p>	<p>Routine Inspection of Deliverable Products/Services</p>	<p>Assignment of performance rating for SCHEDULE criteria:</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></p>

				<p><i>TO milestones/ performance dates met less than 80% of time (excluding government caused delays)</i></p> <p><u>UNSATISFACTORY</u> <i>TO schedule/performance dates met less than 70% of time</i></p>
<p>Control of Labor Resources</p> <p>Efficient and effective control of labor resources</p>	<p>Contract labor mix is controlled in efficient and effective manner</p>	<p>Actual TO labor resource mix is maintained within 20% of originally awarded TO resource mix</p>	<p>Routine Inspection of TO Performance, Performance/Cost Reports, Payment Invoices</p>	<p>Assignment of performance rating for COST CONTROL criteria:</p> <p><u>EXCEPTIONAL</u> <i>Actual TO resource mix maintained within 10% of originally awarded TO resource mix</i></p> <p><u>VERY GOOD</u> <i>Actual TO resource mix maintained within 15% of originally awarded TO resource mix</i></p> <p><u>SATISFACTORY</u> <i>Actual TO resource mix maintained within 20% of originally awarded TO resource mix</i></p> <p><u>MARGINAL</u> <i>Actual TO resource mix maintained within 25% of originally awarded TO resource mix</i></p>

				<p><u><i>UNSATISFACTORY</i></u> <i>Actual TO resource mix exceeds 25% of originally awarded TO resource mix</i></p>
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