

1

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER PFPA4309196BASIC		PAGE 1 OF 37	
2. CONTRACT NO. GS-10F-0026J		3. AWARD/EFFECTIVE DATE 30-Sep-2009		4. ORDER NUMBER HQ0034-09-F-3289		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME		b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY  WHS ACQUISITION & PROCUREMENT OFFICE 1777 NORTH KENT ST SUITE 12063 ARLINGTON VA 22209-2133  TEL: FAX:		CODE		HQ0034		10. THIS ACQUISITION IS	
						<input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE:      % FOR	
						<input type="checkbox"/> SB <input type="checkbox"/> HUBZONE SB <input type="checkbox"/> 8(A) <input type="checkbox"/> SVC-DISABLED VET-OWNED SB <input type="checkbox"/> EMERGING SB	
						11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
						12. DISCOUNT TERMS	
						13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	
						13b. RATING	
						14. METHOD OF SOLICITATION	
						<input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO		CODE		HQ0020		16. ADMINISTERED BY	
(b)(6)						SEE ITEM 9	
17a. CONTRACTOR/OFFEROR		CODE		4A458		18a. PAYMENT WILL BE MADE BY	
ANALYTIC SERVICES INC. PAUL VIROSTOK 2900 S QUINCY ST STE 800 ARLINGTON VA 22206-2233  TEL. 703-416-3337		FACILITY CODE				DFAS-CO/SOUTH ENTITLEMENT OPERATIONS P.O. BOX 182264 COLUMBUS OH 43218-2264	
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER						18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input checked="" type="checkbox"/> SEE ADDENDUM	
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE						
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT (For Govt. Use Only)	
See Schedule						(b)(4)	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4 FAR 52.212-3, 52.212-5 ARE ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES				29. AWARD OF CONTRACT: REFERENCE			
<input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				<input type="checkbox"/> OFFER DATED      YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED	
				(b)(6)		30-Sep-2009	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31d. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)			
				(b)(6) Contracting Officer			
				TEL: (b)(6) EMAIL: (b)(6)			

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				PAGE 2 OF 37	
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE				
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:					
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE		
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL					
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY			
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	42a. RECEIVED BY (Print)		
			42b. RECEIVED AT (Location)		
			42c. DATE REC'D (YY/MM/DD)		
			42d. TOTAL CONTAINERS		

## Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001 OPTION	Prjct/Pgm Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Project/Program Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC	96	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002 OPTION	Physcl Secrty SETA Surge Spt, Sr, III FFP PFPA PIO Physical Security SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Physical Security Surge Support in accordance with Attachment 2, Performance Work Statement 3.2, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	12	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004		12	Manmonth	(b)(4)	(b)(4)
OPTION	Civil Engineering SETA Surg Spt, Sr, III FFP PFPA PIO Civil Engineering SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Civil Engineering Surge Support in accordance with Attachment 2, Performance Work Statement 3.4, for the PFPA Project Integration Office (PIO), dated August 17, 2009.				

PURCHASE REQUEST NUMBER: PFPA4309198BASIC

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0009		12	Manmonth	(b)(4)	(b)(4)
	Resource Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Resource Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000901	PRMRF FUNDING FFP				(b)(4)

---

NET AMT	\$0.00
---------	--------

ACRN AA

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
000902	BMF FUNDING FFP				(b)(4)

---

NET AMT	(b)(4)
---------	--------

ACRN AB

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0010 OPTION	Reource Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Resource Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

---

NET AMT	(b)(4)
---------	--------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0017 OPTION	Law Enfrcmt Policy SETA Surg Spt, Jr, II FFP PFPA PIO Law Enforcement Policy SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Law Enforcement Policy Surge Support in accordance with Attachment 2, Performance Work Statement 3.12, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0018 OPTION	Emergency Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Emergency Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0019 OPTION	Emergency Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Emergency Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0022	SETA Travel (ODC). COST PFPA PIO SETA Travel (ODC). Travel in accordance with Attachment 2, Performance Work Statement 6.5, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC		Lump Sum		(b)(4)

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0023	Prjct/Pgm Mgmt SETA Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Support, Senior, Level III (2 FTE). Provide PFPA PIO SETA Project/Program Management Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC	24	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
002301	PRMRF FUNDING FFP				(b)(4)

NET AMT

(b)(4)

ACRN AA

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
002302	BMF FUNDING FFP				\$0.00

NET AMT

\$0.00



ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001		120	Manmonth	(b)(4)	(b)(4)
OPTION	Prjct/Pgm Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Project/Program Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002		48	Manmonth	(b)(4)	(b)(4)
OPTION	Physcl Secrty SETA Surge Spt, Sr, III FFP PFPA PIO Physical Security SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Physical Security Surge Support in accordance with Attachment 2, Performance Work Statement 3.2, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004		12	Manmonth	(b)(4)	(b)(4)
OPTION	Civil Engineering SETA Surg Spt, Sr, III FFP PFPA PIO Civil Engineering SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Civil Engineering Surge Support in accordance with Attachment 2, Performance Work Statement 3.4, for the PFPA Project Integration Office (PIO), dated August 17, 2009.				

PURCHASE REQUEST NUMBER: PFPA4309198BASIC

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1009		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Sr, III				
	FFP				
	PFPA PIO Resource Management SETA Surge Support, Senior, Level III.				
	Provide PFPA PIO SETA Resource Management Surge Support in accordance				
	with Attachment 2, Performance Work Statement 3.8, for the PFPA Project				
	Integration Office (PIO), dated August 17, 2009.				
	PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1010		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Resource Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1017		15	Manmonth	(b)(4)	(b)(4)
OPTION	Law Enforcmt Policy SETA Surg Spt, Jr, II FFP PFPA PIO Law Enforcement Policy SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Law Enforcement Policy Surge Support in accordance with Attachment 2, Performance Work Statement 3.12, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1018		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Emergency Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1019		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Emergency Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1022			Lump Sum		(b)(4)
OPTION	SETA Travel (ODC). COST PFPA PIO SETA Travel (ODC). Travel in accordance with Attachment 2, Performance Work Statement 6.5, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				
				ESTIMATED COST	(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001		120	Manmonth	(b)(4)	(b)(4)
OPTION	Prjct/Pgm Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Project/Program Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC				
				NET AMT	(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002		48	Manmonth	(b)(4)	(b)(4)
OPTION	Physcl Secrty SETA Surge Spt, Sr, III FFP PFPA PIO Physical Security SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Physical Security Surge Support in accordance with Attachment 2, Performance Work Statement 3.2, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2004		24	Manmonth	(b)(4)	(b)(4)
OPTION	Civil Engineering SETA Surg Spt, Sr, III FFP PFPA PIO Civil Engineering SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Civil Engineering Surge Support in accordance with Attachment 2, Performance Work Statement 3.4, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2009 OPTION	Resource Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Resource Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2010 OPTION	Reource Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Resource Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)



ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2017 OPTION	Law Enfrcmt Policy SETA Surg Spt, Jr, II FFP PFPA PIO Law Enforcement Policy SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Law Enforcement Policy Surge Support in accordance with Attachment 2, Performance Work Statement 3.12, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2018 OPTION	Emergency Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Emergency Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)



ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2019		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Emergency Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2022			Lump Sum		(b)(4)
OPTION	SETA Travel (ODC). COST PFPA PIO SETA Travel (ODC). Travel in accordance with Attachment 2, Performance Work Statement 6.5, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001		84	Manmonth	(b)(4)	(b)(4)
OPTION	Prjct/Pgm Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Project/Program Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3002		48	Manmonth	(b)(4)	(b)(4)
OPTION	Physel Secrty SETA Surge Spt, Sr, III FFP PFPA PIO Physical Security SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Physical Security Surge Support in accordance with Attachment 2, Performance Work Statement 3.2, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3004		24	Manmonth	(b)(4)	(b)(4)
OPTION	Civil Engineering SETA Surg Spt, Sr, III FFP PFPA PIO Civil Engineering SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Civil Engineering Surge Support in accordance with Attachment 2, Performance Work Statement 3.4, for the PFPA Project Integration Office (PIO), dated August 17, 2009.				

PURCHASE REQUEST NUMBER: PFPA4309198BASIC

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3009		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Resource Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3010		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Resource Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3017		15	Manmonth	(b)(4)	(b)(4)
OPTION	Law Enforcmt Policy SETA Surg Spt, Jr, II FFP PFPA PIO Law Enforcement Policy SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Law Enforcement Policy Surge Support in accordance with Attachment 2, Performance Work Statement 3.12, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3018		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Emergency Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3019		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Emergency Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3022			Lump Sum		(b)(4)

OPTION SETA Travel (ODC).  
COST  
PFPA PIO SETA Travel (ODC).  
Travel in accordance with Attachment 2, Performance Work Statement 6.5, for the PFPA Project Integration Office (PIO), dated August 17, 2009.  
PURCHASE REQUEST NUMBER: PFPA4309198BASIC

ESTIMATED COST

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001		72	Manmonth	(b)(4)	(b)(4)
OPTION	Prjct/Pgm Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Project/Program Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Project/Program Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.1, for the PFPA Project Integration Office (PIO), dated August 17, 2009 PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4002		48	Manmonth	(b)(4)	(b)(4)
OPTION	Physcl Secrty SETA Surge Spt, Sr, III FFP PFPA PIO Physical Security SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Physical Security Surge Support in accordance with Attachment 2, Performance Work Statement 3.2, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4004		24	Manmonth	(b)(4)	(b)(4)
OPTION	Civil Engineering SETA Surg Spt, Sr, III FFP PFPA PIO Civil Engineering SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Civil Engineering Surge Support in accordance with Attachment 2, Performance Work Statement 3.4, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4009		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Resource Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4010		15	Manmonth	(b)(4)	(b)(4)
OPTION	Resource Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Resource Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Resource Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.8, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)



ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4017 OPTION	Law Enfrcmt Policy SETA Surg Spt, Jr, II FFP PFPA PIO Law Enforcement Policy SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Law Enforcement Policy Surge Support in accordance with Attachment 2, Performance Work Statement 3.12, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4018 OPTION	Emergency Mgmt SETA Surg Spt, Sr, III FFP PFPA PIO Emergency Management SETA Surge Support, Senior, Level III. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC	15	Manmonth	(b)(4)	(b)(4)

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4019		15	Manmonth	(b)(4)	(b)(4)
OPTION	Emergency Mgmt SETA Surg Spt, Jr, II FFP PFPA PIO Emergency Management SETA Surge Support, Junior, Level II. Provide PFPA PIO SETA Emergency Management Surge Support in accordance with Attachment 2, Performance Work Statement 3.13, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				

NET AMT

(b)(4)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4022			Lump Sum		(b)(4)
OPTION	SETA Travel (ODC) COST PFPA PIO SETA Travel (ODC). Travel in accordance with Attachment 2, Performance Work Statement 6.5, for the PFPA Project Integration Office (PIO), dated August 17, 2009. PURCHASE REQUEST NUMBER: PFPA4309198BASIC				
				ESTIMATED COST	(b)(4)

## INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:


CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government
0009	Destination	Government	Destination	Government
000901	N/A	N/A	N/A	Government
000902	N/A	N/A	N/A	Government
0010	Destination	Government	Destination	Government
0017	Destination	Government	Destination	Government
0018	Destination	Government	Destination	Government

0019	Destination	Government	Destination	Government
0022	Destination	Government	Destination	Government
0023	Destination	Government	Destination	Government
002301	N/A	N/A	N/A	Government
002302	N/A	N/A	N/A	Government
1001	Destination	Government	Destination	Government
1002	Destination	Government	Destination	Government
1004	Destination	Government	Destination	Government
1009	Destination	Government	Destination	Government
1010	Destination	Government	Destination	Government
1017	Destination	Government	Destination	Government
1018	Destination	Government	Destination	Government
1019	Destination	Government	Destination	Government
1022	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
2002	Destination	Government	Destination	Government
2004	Destination	Government	Destination	Government
2009	Destination	Government	Destination	Government
2010	Destination	Government	Destination	Government
2017	Destination	Government	Destination	Government
2018	Destination	Government	Destination	Government
2019	Destination	Government	Destination	Government
2022	Destination	Government	Destination	Government
3001	Destination	Government	Destination	Government
3002	Destination	Government	Destination	Government
3004	Destination	Government	Destination	Government
3009	Destination	Government	Destination	Government
3010	Destination	Government	Destination	Government
3017	Destination	Government	Destination	Government
3018	Destination	Government	Destination	Government
3019	Destination	Government	Destination	Government
3022	Destination	Government	Destination	Government
4001	Destination	Government	Destination	Government
4002	Destination	Government	Destination	Government
4004	Destination	Government	Destination	Government
4009	Destination	Government	Destination	Government
4010	Destination	Government	Destination	Government
4017	Destination	Government	Destination	Government
4018	Destination	Government	Destination	Government
4019	Destination	Government	Destination	Government
4022	Destination	Government	Destination	Government

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
------	---------------	----------	-----------------	-----

0001	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(b)(6)	HQ0020
			FOB: Destination	
0002	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0004	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0009	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
000901	N/A	N/A	N/A	N/A
000902	N/A	N/A	N/A	N/A
0010	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(b)(6)	HQ0020
			FOB: Destination	
0017	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0018	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0019	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0022	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
0023	POP 30-SEP-2009 TO 29-SEP-2010	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
002301	N/A	N/A	N/A	N/A
002302	N/A	N/A	N/A	N/A

1001	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(b)(6) 	HQ0020
			FOB: Destination	
1002	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1004	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1009	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1010	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1017	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1018	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1019	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
1022	POP 30-SEP-2010 TO 29-SEP-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2001	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2002	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2004	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2009	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2010	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2017	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2018	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020

2019	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
2022	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3001	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3002	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3004	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3009	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3010	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3017	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3018	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3019	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
3022	POP 30-SEP-2012 TO 29-SEP-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4001	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4002	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4004	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4009	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4010	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4017	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4018	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020



4019	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020
4022	POP 30-SEP-2013 TO 29-SEP-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0020

## ACCOUNTING AND APPROPRIATION DATA

(b)(4)

## CLAUSES INCORPORATED BY REFERENCE

252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	MAR 2008
--------------	---	----------

## CLAUSES INCORPORATED BY FULL TEXT

## 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor at any time.

(End of clause)

## 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days (60 days unless a different number of days is inserted) before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years and six months.

(End of clause)

#### 252.204-7003 CONTROL OF GOVERNMENT PERSONNEL WORK PRODUCT (APR 1992)

The Contractor's procedures for protecting against unauthorized disclosure of information shall not require Department of Defense employees or members of the Armed Forces to relinquish control of their work products, whether classified or not, to the contractor.

(End of clause)

#### CONTRACTING OFFICER'S REPRESENTATIVE (COR) (MARCH 2007)

The COR is a representative for the Government with limited authority who has been designated in writing by the Contracting Officer to provide technical direction, clarification, and guidance with respect to existing specifications and statement of work (SOW)/statement of objectives (SOO) as established in the contract. The COR also monitors the progress and quality of the Contractor's performance for payment purposes. The COR shall promptly report Contractor performance discrepancies and suggested corrective actions to the Contracting Officer for resolution.

The COR is NOT authorized to take any direct or indirect actions or make any commitments that will result in changes to price, quantity, quality, schedule, place of performance, delivery or any other terms or conditions of the written contract.

The Contractor is responsible for promptly providing written notification to the Contracting Officer if it believes the COR has requested or directed any change to the existing contract (or task/delivery order). No action shall be taken by the Contractor for any proposed change to the contract until the Contracting Officer has issued a written directive or written modification to the contract (or task/delivery order). The Government will not accept and is not liable for any alleged change to the contract unless the change is included in a written contract modification or directive signed by the Contracting Officer.

If the Contracting Officer has designated an Alternate COR (ACOR), the ACOR may act only in the absence of the COR (due to such reasons as leave, official travel, or other reasons for which the COR is expected to be gone and not readily accessible for the day).

COR authority IS NOT delegable.

#### WHS A&PO WAWF INVOICING INSTRUCTIONS (Mar 2009)

To implement DFARS 252.232-7003, "Electronic Submission of Payment Requests and Receiving Reports (March 2008)", Washington Headquarters Services, Acquisition & Procurement Office (WHS A&PO) utilizes WAWF to electronically process vendor requests for payment. The web based system is located at <https://wawf.cb.mil>, and allows government contractors and authorized Department of Defense (DOD) personnel to generate, capture, process and track invoice and acceptance documentation electronically. The contractor is required to utilize this system when submitting invoices and receiving reports under this contract. Submission of hard copy DD250/Invoice/Public Vouchers (SF1034) is no longer permitted.

The contractor shall ensure an Electronic Business Point of Contract is designated in Central Contractor Registration at <http://www.ccr.gov/> and register to use WAWF at <https://wawf.cb.mil>



within ten (10) days after award of the contract or modification incorporating WAWF into the contract. Step by step instructions to register are available at <http://wawf.eb.mil>.

**The contractor is directed to select from the following invoice types:**

**2-n-1 - if invoicing for Services Only**

**Combo - if invoicing for Supplies Only**

**Combo - if invoicing for a combination of Supplies and Services**

**Cost Voucher - if invoicing for Cost Type/Reimbursable Contracts**

**\*\*Cost Vouchers are only used when contracts/orders require invoices be sent to DCAA for approval.**

**Grant and Cooperative Agreement Voucher – if requesting payment for a Grant or Cooperative Agreement**

Back up documentation may be attached to the invoice in WAWF under the “Misc Info” tab.

Fill in all applicable information under each tab.

The following required information should automatically populate in WAWF; if it does not populate, or does not populate correctly, enter the following information:

Contract Number	HQ0034-09-F-3289
Delivery Order	Leave Blank
Pay DoDAAC	HQ338
Issue By DoDAAC	HQ0034
Admin By DoDAAC	HQ0034
Inspect By DoDAAC/Extension	Leave Blank
Service Acceptor DODAAC/Extension <u>or</u> Ship to DODAAC/Extension <u>or</u> Service Approver DODAAC/Extension <u>or</u> Grant Approver DODAAC/Extension	HQ0020/4300
DCAA Auditor DODAAC/Extension	
LPO DODAAC	Leave Blank

**\*\*\*NOTE TO CONTRACT SPECIALIST:** To find the applicable DCAA Auditor DODAAC use the [DCAA Audit Office Locator](#) site from the Sidebar Menu in WAWF.

The Contractor shall verify that the DoDAACs automatically populated by the WAWF system match the above information. If these DoDAACs do not match then the contractor shall correct the field(s) and notify the contracting officer of the discrepancy (ies).

The Contractor will need to enter a Shipment (or Voucher) Number in a specific format.

- The correct format for a shipment number for MOCAS invoices is AAAXNNN where A = alpha, X = alphanumeric and N = numeric characters, followed by a “Z” suffix if it is a final invoice. (e.g. SER0001, BVN0002Z, SERA003)
- WAWF will affix the prefix “SER” for 2-in-1 invoices and prefix “BVN” for cost

vouchers to the Shipment (or Voucher) Number fields. For Combo documents, the contractor may enter their own three letter prefixes.

Take special care when entering Line Item information . The Line Item tab is where you will detail your request for payment and material/services that were provided based upon the contract. Be sure to fill in the following items exactly as they appear in the contract:

- Item Number: If the contract schedule has more than one ACRN listed as sub items under the applicable Contract Line Item Number (CLIN), use the 6 character, separately identified Sub Line Item Number (SLIN) (e.g. – 0001AA) or Informational SLIN (e.g. – 000101), otherwise use the 4 character CLIN (e.g. – 0001).
- Unit Price
- Unit of Measure
- ACRN: Fill-in the applicable 2 alpha character ACRN that is associated with the CLIN or SLIN.

*Note – DO NOT INVOICE FOR MORE THAN IS STILL AVAILABLE UNDER ANY CLIN/SLIN/ACRN.*

Before closing out of an invoice session in WAWF but after submitting your document or documents, the contractor will be prompted to send additional email notifications. Contractor shall click on "Send More Email Notification" on the page that appears. Add the following email address (b)(6) in the first email address block and add any other additional email addresses desired in the following blocks. This additional notification to the government is important to ensure that all appropriate persons are aware that the invoice documents have been submitted into the WAWF system.

If you have any questions regarding WAWF, please contact the WAWF Help Desk at 1-866-618-5988.

**\*\*\*NOTE TO CONTRACT SPECIALIST:** For items in Red – enter the appropriate information into the form field preceding the red text and then delete all red text, including this note, before adding to contract.

#### CONTROL OF EMPLOYEES CONTROL OF EMPLOYEES.

(a) The contractor shall be responsible for maintaining satisfactory standards of employee competency, conduct, and integrity and shall be responsible for taking such disciplinary action with respect to its employees as may be necessary to ensure satisfactory contract performance. In the event the contractor fails to remove any employee from the contract work whom the Contracting Officer or the Contracting Officer's designated representative deems incompetent, careless, insubordinate, unfit, objectionable or whose continued employment on the work is deemed by the Government to be inimical to the Government's mission, the Contracting Officer or the Contracting Officer's designated representative may require, in writing, the contractor to remove the employee from work under this contract and any other contract awarded to contractor by WHS.

(b) This contract incorporates 32 CFR 234, "Conduct on the Pentagon Reservation." Any contractor employee that violates the standards of conduct proscribed by 32 CFR 234 shall be deemed unfit and otherwise objectionable under paragraph (a) of this provision and may be subject to removal from the contract work.

(c) This provision applies to all subcontractors or vendors of any tier utilized by contractor to perform the work. The contractor is responsible for incorporating this provision in all subcontracts or other contracts awarded by contractor to perform the work. For purposes of this provision, the terms "employee" or "contractor employee" includes all contractor, subcontractor or vendor employees of any tier utilized by contractor to perform the work.

(End of clause)

#### NON-DISCLOSURE AGREEMENT

##### *Non-Disclosure Agreement for Contractor Employees*

I, \_\_\_\_\_, am an employee of \_\_\_\_\_, a contractor acting under contract to the Pentagon Force Protection Agency through order number HQ0034-09-F-\_\_\_\_\_. I understand that in the performance of this task, I may have access to sensitive or proprietary business, technical, financial, and/or other controlled information belonging to the government or other contractors. Proprietary information includes, but is not limited to, cost/ pricing data, government spend plan data, contractor technical proposal data, independent government cost estimates, negotiation strategies and contractor data presented in negotiations, plans, and statements of work. I agree to not discuss, divulge, or disclose any such information or data to any person or entity except the government person(s) directly concerned with the performance of order HQ0034-09-F-\_\_\_\_\_. I have read and I understand the provisions of the Procurement Integrity Act as implemented in FAR 3.104 and I will not engage in any conduct prohibited by this Act or the FAR. Additionally, I acknowledge and understand that if I violate any provision of this agreement for any reason, my company and I may be subject to investigation and the order potentially terminated.

The obligations imposed herein do not extend to information/data which:

- (a) is in the public domain at the time of receipt or it came into the public domain thereafter through no act of mine;
- (b) is disclosed with the prior written approval of the Contracting Officer;
- (c) is demonstrated to have been developed by my company \_\_\_\_\_, or me independently of disclosures made hereunder;
- (d) is disclosed pursuant to court order, after notification to the Contracting Officer;
- (e) is disclosed inadvertently despite the exercise of the same reasonable degree of care a party normally uses to protect its own proprietary information.

\_\_\_\_\_  
Printed Name of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Organization

(End of clause)

#### PROVIDING MOTOR VEHICLES

PROVIDING MOTOR VEHICLES FOR CONTRACTOR EMPLOYEES.

The Pentagon Force Protection Agency Project Integration Office (PFPA PIO) may make available to the contractor, Government-leased motor vehicles to aid in the performance of the above numbered contract supporting PFPA PIO official business activities only. These vehicles will be utilized by both government and contractor personnel, therefore availability is limited. Unavailability of government vehicles shall not relieve the contractor of any duties or obligations described elsewhere in this contract nor entitle the contractor to an increase in contract price.

The contractor is responsible for ensuring that such vehicles are used solely and exclusively for official business as defined in the documents set forth in 41 CFR 102.34-220 through 245 and DOD Directive 4500.36R entitled "Management, Acquisition, and Use of Motor Vehicles." The parties to this contract agree that the use of these vehicles is limited to work directly related to the above numbered contract and may not be used for non-PFPA PIO purposes or work under any other Government contract.

The contractor will ensure that the following requirements are enforced when government vehicles are in use:

- a) A list of Contractor employees, by name, authorized to request vehicles and related services.
- b) The Contractor shall establish and enforce suitable penalties for employees who use or authorize the use of Government vehicles for other than performance of Governments contracts. Such penalties shall be substantially identical to the sanctions for misuse of federal vehicles by federal employees.
- c) That appropriate provision is made for the assumption by the contractor or subcontractor of any cost or expense incident to use not related to the performance of the contract without the right of reimbursement from the Government for such cost or expense.
- d) The contractor shall maintain insurance for all damages to, or loss of, federal vehicles caused by the negligence of contractor employees. Further the contractor shall hold the federal government harmless for any and all losses to third parties caused by, or related to, the negligence of contractor personnel while driving Government vehicles.

The Government shall be responsible for supplying all consumables necessary for operation of vehicles (gas, oil, antifreeze, etc). The Contractor should comply with all state/local laws and regulation relative to the operation of the government provided vehicles. The government shall be responsible for all normal wear and tear, as well as maintenance and repairs.

MOTOR VEHICLE AGREEMENT**Motor Vehicle Operator Responsibility Agreement**

**(When driving a Government fleet vehicle)**

Authorized operators shall:

1. Operate DoD fleet vehicles for official DoD business only. (Authority to operate a vehicle owned or leased by the government will be issued for use only when such transportation is clearly in the interest of DoD). This does not include transportation of any employee between his or her place of residence/employment.
2. Comply with this guideline or any other applicable guidelines including Federal, State, and local laws pertaining to the proper, safe and efficient operation of DoD vehicles.



3. Report traffic violations, accidents, or damage occurring while having custody of, or when operating a DoD vehicle. (See specific instructions on proper procedures for the scene of an accident/damage of a government vehicle, kept inside the vehicle glove compartment).
4. Operate government vehicle with only a current and valid state motor vehicle operator's license and have contractual permissions to operate government vehicles (if non-government employee driver).
5. Utilize self-service pumps that accept GSA Voyager Fleet Systems cards when purchasing the most cost-effective fuel for DOD motor vehicles and purchasing recommended motor oil for vehicle (if required). Retain all receipts and return with the keys to the vehicle. The vehicle fuel indicator must show at least a minimum of one-quarter tank of gasoline before the vehicle is returned to the PENREN compound for redeployment.
6. DD Form 1970 "Motor Equipment Utilization Record" shall be completed by each administrator/dispatch designee at the start/finish of individual operator custody of fleet vehicle(s) in accordance with the instructions on the back of the form. Drivers will complete the "Mileage Reporting Form" (ENG FORM 3662, Jun 81) at the end of each trip before returning vehicle to the GSA Fleet Manager/designee.
7. Inspection shall be conducted of fleet vehicle before and after each trip for any damages incurred while in said driver's custody. Report any damages to the fleet vehicle administrator/designee by indicating areas of damages on the vehicle diagram. This diagram should be turned in with the vehicle keys to the Fleet Manager/Designee. A "Motor Vehicle Accident Report Form" (DD 91) will need to be completed by the designated driver upon return. The form will be provided by the MSSG GSA Fleet Vehicle Manager. The GSA Fleet Vehicle Manager will inspect each vehicle in the fleet on a weekly basis (using the safety checklist), record findings, and take action for maintenance accordingly to insure the integrity of the vehicle as part of the GSA lease agreement and the safety of each driver.
8. Report any/all known maintenance issues (mechanical) and restore vehicle emergency supply items (i.e., motor oil, windshield wiper fluid, coolant fluids that are missing or depleted at an authorized service station with the Government Voyager Card. Report any/all other emergency supply times depleted to the MSSG GSA Fleet Vehicle Manager/Designee upon return of vehicle.
9. The DoD Circulator van should be used as the primary source of transportation in lieu of the government fleet vehicles (whenever possible). Government employees can also utilize government-issued prepaid METRO cards for DC/MD/VA transportation and the DOD buses/shuttles (located at the Pentagon Metro) when feasible.

I accept the terms and conditions to check out and operate fleet vehicle(s).

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Group

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

(End of clause)