

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 27
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 21-Aug-2008	4. REQUISITION/PURCHASE REQ. NO. DNAR90007STAF	5. PROJECT NO.(If applicable)	
6. ISSUED BY DEFENSE SECURITY COOPERATION AGENCY-CON JANET SZATMARY 201 12TH STREET SOUTH SUITE 203 ARLINGTON VA 22202	CODE HQ0013	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. HQ0013-08-R-0014	
		X	9B. DATED (SEE ITEM 11) 05-Aug-2008	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) 1. The purpose of this amendment is to provide responses to questions submitted by industry and revise the solicitation accordingly. 2. As noted in box 11 above, the date and hour for receipt of offer is hereby extended to 1100 Thursday 28 August 2008. 3. All other terms and conditions remain unchanged and in full effect.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		TEL:	EMAIL:	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)		21-Aug-2008

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The required response date/time has changed from 25-Aug-2008 11:00 AM to 28-Aug-2008 11:00 AM.

SUPPLIES OR SERVICES AND PRICES

CLIN 0001

The CLIN type priced has been deleted.
The pricing detail quantity 12.00 has been deleted.
The unit of issue Months has been deleted.

CLIN 0002

The cost constraint EST has been added.

CLIN 1001

The CLIN type priced has been deleted.
The pricing detail quantity 12.00 has been deleted.
The unit of issue Months has been deleted.

CLIN 2001

The CLIN type priced has been deleted.
The pricing detail quantity 12.00 has been deleted.
The unit of issue Months has been deleted.

CLIN 3001

The CLIN type priced has been deleted.
The pricing detail quantity 12.00 has been deleted.
The unit of issue Months has been deleted.

CLIN 4001

The CLIN type priced has been deleted.
The pricing detail quantity 12.00 has been deleted.
The unit of issue Months has been deleted.

SUBCLIN 0001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AA	Program Manager FFP FOB: Destination	120	Hours		

NET AMT

SUBCLIN 0001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AB	Technical Typist FFP FOB: Destination	960	Hours		

NET AMT

SUBCLIN 0001AC is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AC	Senior Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 0001AD is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001AD	Intermediate Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 1001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001AA OPTION	Program Managment FFP FOB: Destination	120	Hours		

NET AMT

SUBCLIN 1001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001AB OPTION	Technical Typist FFP FOB: Destination	960	Hours		

NET AMT

SUBCLIN 1001AC is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001AC OPTION	Senior Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 1001AD is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001AD OPTION	Intermediate Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 2001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001AA OPTION	Program management FFP FOB: Destination	120	Hours		

NET AMT

SUBCLIN 2001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001AB OPTION	Technical Typist FFP FOB: Destination	960	Hours		

NET AMT

SUBCLIN 2001AC is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001AC OPTION	Senior Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 2001AD is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001AD OPTION	Intermediate Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 3001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001AA OPTION	Program Manager FFP FOB: Destination	120	Hours		

NET AMT

SUBCLIN 3001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001AB OPTION	Technical Typist FFP FOB: Destination	960	Hours		

NET AMT

SUBCLIN 3001AC is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001AC OPTION	Senior Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 3001AD is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001AD OPTION	Intermediate Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 4001AA is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001AA OPTION	Program Management FFP FOB: Destination	120	Hours		

NET AMT

SUBCLIN 4001AB is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001AB OPTION	Technical Typist FFP FOB: Destination	960	Hours		

NET AMT

SUBCLIN 4001AC is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001AC OPTION	Senior Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

SUBCLIN 4001AD is added as follows:

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001AD OPTION	Intermediate Logistician FFP FOB: Destination	1,920	Hours		

NET AMT

INSPECTION AND ACCEPTANCE

The following Acceptance/Inspection Schedule was added for SUBCLIN 0001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 0001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 0001AC:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 0001AD:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1001AC:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 1001AD:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 2001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 2001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 2001AC:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 2001AD:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 3001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 3001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 3001AC:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 3001AD:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 4001AA:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 4001AB:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 4001AC:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following Acceptance/Inspection Schedule was added for SUBCLIN 4001AD:

INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
N/A	N/A	N/A	Government

The following have been added by full text:

SOLICITATION QUESTIONS/ANSWERS

Question 1:

Can DSCA disclose whether there is an incumbent on the subject solicitation? And if so, what is the incumbent's name?

Answer 1:

The incumbent is General Dynamics Information Technology (GDIT).

Question 2:

Will the government provide a level of effort estimate to facilitate a Firm Fixed Price proposal?

Answer 2:

See revised CLINs/sub-clins.

Question 3:

Period of Performance, Although everything in the solicitation clearly suggests that any resulting contract will run through Sep 2013 if all the option years are exercised, paragraph 4.2 reads, one year with two optional years, but the table in paragraph 4.2 shows 3 optional years through Sep 2013. Please clarify.

Answer 3:

The resulting contract will have a one-year base period with 4 one-year options. See revised Paragraph 4.2 of the PWS.

Question 4:

Paragraph 6 states that travel may be necessary. However, each year of the contract provides for a Travel CLIN in support of potential travel requirements.

In order to propose a FFP for travel for each contract period, please identify the number of trips to each destination, the average duration of the trips and the number of travelers to each location.

As an alternative, is it possible to make the labor component FFP and the travel component cost reimbursable? If yes, will you provide a 'plug' number for travel for us to use in the Cost Proposal?"

Answer 4:

The Government estimates one trip per year to each destination. The travel CLIN(s) is cost reimbursable. Contractor will be reimbursed in accordance with the JTR. See Revised Paragraph 6.0 TRAVEL. Travel is estimated at \$3,000.00 per contract year.

Question 5:

Please clarify if subparagraph (d) of Clause 52.212-1 applies.

Answer 5:

Subparagraph (d) of Clause 52.212-1, Product Samples, does not apply. See Paragraph 5. of the Addendum to FAR 52.212-1

Question 6:

Paragraph (f) (5) permits offers to be withdrawn at any time before the exact time set for receipt of offers. Can offers be withdrawn after the exact time set for receipt of offers, but before the time of award?

Answer 6:

In accordance with FAR 15.208(e), "Proposals may be withdrawn by written notice any time before award."

The following have been modified:

PERFORMANCE WORK STATEMENT

PERFORMANCE WORK STATEMENT

Date: 1 October 2008

1.0 INTRODUCTION

1.1 Organization

The Defense Security Cooperation Agency (DSCA)

1.2 Objectives And Background

1.2.1 Background

The Defense Security Cooperation Agency (DSCA) has program responsibilities for sales and transfers of defense articles and services to international customers. As part of its overall responsibilities, DSCA is the Department of Defense (DoD) agency delegated the responsibility to manage the transfer or sale of U.S. military end-items under Sections 516 and 623 of the Foreign Assistance Act (FAA) of 1961 (22 U.S.C. 2321j) as amended, and Chapters 2 and 3 of the Arms Export Control Act (AECA).

1.2.2 Objective

The objective of this order is to secure qualified support to research and prepare reports related to the transfer or sale of U.S. military end-items to international allies. The Integrated Logistics Services and Technical Program Management Support Mission includes: coordination, management and providing information on all aspects involved in the sale, transfer, or lease of defense articles to include Excess Defense Articles (EDA) and defense services to international allies. This will include providing advice to ensure control of the export of items that constitute the United States Munitions List.

Additional requirements involve research and assistance in the development of other various reports to include: the annual Congressional JAVITS report, Management Tracking Reports from DSCA-unique electronic databases systems (e.g., Defense Security Assistance Management Systems - DSAMS), and assisting in the preparation of briefing materials (such as Directorate command briefing and Director-level tailored briefings).

2.0 TECHNICAL MANAGEMENT SUPPORT

Performance Objective No. 1

Research and analyses required to monitor and execute Security Assistance agreements for the transfer of EDA from the DoD to approved international customers.

Performance Standard No. 1

- Assisting with the management/oversight of efforts involved in the transfer of EDA materials to authorized recipient customer countries.
- Reviewing EDA documents for consistency, accuracy and conformance with policy and law. When deficiencies are noted, bring them to the attention of the project leader as appropriate.
- Assisting in formatting, preparing and proof reading documents that are required to authorize an EDA transfer.
- Liaising with DoD, Department of State (DoS), Department of Commerce (DoC), Department of Transportation (DoT) and Congressional officials to complete coordination and execution of specific EDA transactions.
- Assisting in tracking the status of the documents to include follow-up(s) with action officials in order to meet suspenses and providing feedback to management as necessary.
- Draft correspondence, including letters, memoranda, staff briefing sheets and Defense Messaging System (DMS) entries as required.
- Researching and development of various reports that may be required to respond to lawful requirements, higher management, Congressional inquiries and customer countries.
- Update to EDA database as required.
 - Prepare after action report (AAR) with suggested ways to improve the process/product, etc.

- The contractor will meet the objective being on time 95 % of the time.

Performance Measure No. 1

Monthly

Performance Objective No. 2

Research and analyses required to monitor and execute Security Assistance agreements for the leasing of military articles from the DoD to approved international customers.

Performance Standard No. 2

- Assisting with the management/oversight of efforts involved in the leasing of defense articles to authorized countries.
- Review lease documents for consistency, accuracy and conformance with policy. When deficiencies are noted, take action to have deficiencies corrected and bring them to the attention of the project leader as appropriate.
- Format, prepare, and assist in proof reading documents to authorize the leasing of the defense articles.
- Liaising with DoD, DoS and Congressional officials as required to complete coordination and execution.
- Track the status of the leases as required.
- Research and provide required data for development of various required reports.
- Update the lease database as required.
- Prepare AAR with suggested ways to improve the process, product, etc.
- The contractor will meet the objective being on time 95% of the time.

Performance Measure No. 2

Annually

Performance Objective No. 3

Research and analyses required to approve U.S. industry requests to lease U.S. Government facilities and manufacturing tools to support the commercial sale of military articles to approved international customers.

Performance Standard No. 3

- Assisting with the management/oversight of efforts involved in the rental of U.S. Government facilities and manufacturing tools to support commercial sale of defense articles to authorized countries.
- Reviewing U.S. industry requests to ensure conformance with rental policy guidelines.
- Liaising within DoD and with U.S. industry as required to resolve issues related to industry requests as needed.
- Format, prepare, and assist in proof reading documents that are required to authorize a rental request.

- Track the status of the documents to include follow-up(s) with action officials and providing feedback to management as necessary.
- Research and provide required data for development of various required reports.
- Update the commercial rental database as required.
- Prepare AAR with suggested ways to improve the process/product, etc.
- The contractor will meet the objective being on time 95% of the time.

Performance Measure No. 3

Monthly

Performance Objective No. 4

Assist in research and analyses required to establish Non-recurring Cost (NC) values, distributing notifications of established values in various publications or databases, and monitor and execute requests for waivers of NC associated with the DoD sale of military equipment to approved international customers.

Performance Standard No. 4

- Assisting with the management/oversight of efforts necessary to document the approval/disapproval of requests for NC waiver
- Reviewing NC waiver request documents for consistency, accuracy and conformance with policy. When deficiencies are noted, bring them to the attention of the originator or project leader as appropriate.
- Liaising with MILDEPS and DoD official regarding development of NC waivers.
- Research and analyze when DoD entities determine that established NC values do not recoup Research and Development costs and that rental charges are appropriate.
- Research and develop NC waiver reports that may be required to respond to lawful requirements, higher management, Congressional inquiries and customer countries.
- Track the status of the documents to include follow-up(s) with action officials and providing feedback to management as necessary.
- Research and analyze data required supporting the establishment of NC values.
- Distribute NC value data to appropriate DSCA officials for publication and loading in applicable databases.
- Maintaining NC database as necessary.
- Researching and assisting in the development of various NC waiver reports that may be required to respond to higher management, Congressional inquiries, and customer countries.
- Draft correspondence, including letters, memoranda, staff briefing sheets and DMS entries as required.
- Prepare AAR with suggested ways to improve the process/product, etc.
- The contractor will meet the objective being on time 98% of the time.

Performance Measure No. 4

Monthly

Performance Objective No. 5

Assist in researching and the development of other various internal and external reports related to the licensing and sale of military articles to international allies.

Performance Standard No. 5

- Liaising with Military Departments (MILDEPS), Combatant Commander representatives, DoS, and DoD officials regarding development of various Congressional reports such as the JAVITS.
- Researching munitions cases and development of proposed DoD positions regarding technology transfer.
- Assisting in drafting correspondence, including letters, memoranda, staff briefing sheets and DMS entries as required.
- Researching and development of various reports that may be required to respond to higher management, Congressional inquiries and customer countries.
- Prepare AAR with suggested ways to improve the process/product, etc.
- The contractor will meet the objective being on time 98% of the time.

Performance Measure No. 5

Monthly

Performance Objective No. 6

Assist in the preparation of briefing materials such as Directorate command briefings and Director-level tailored briefings.

Performance Standard No. 6

- Work with Directorate leaders and assigned action officers to shape draft briefings into final products.
- Provide each final briefing in required electronic/hard copy format(s).
- The contractor will meet the objective being on time 98% of the time.

Performance Measure No. 6

Annually

Performance Objective No. 7

Support other Integrated Logistics Services and Technical Program Management support-related requirements as assigned by the Task Manager.

Performance Standard No. 7

- Support other Integrated Logistics Services and Technical Program Management support-related requirements as assigned by the Task Manager.
- Review, research, and analyze MASL documents for consistency, accuracy and conformance with policy. When deficiencies are noted, bring them to the attention of the originator or project leader as appropriate.
- The contractor will meet the objective being on time 90% of the time.

Performance Measure No. 7

Annually

3.0 CONTRACT MANAGEMENT

3.1 Task Oversight The Contracting Officer's Representative (COR) and Task Manager will provide any required oversight.

3.2 Deliverables

- Verbal or email status reports as required to cognizant COR and/or Task Manager.
- Monthly progress report via email addressing work assigned, accomplished and any issues emphasizing processes and functional requirements. Due 20 days after end of each month.
- Supplemental monthly financial report via email that includes budgeted amounts, expenditures and current balances. Due 20 days after end of each month.
- Hard/electronic/soft copies of any reports, briefings, as required.

4.0 PERFORMANCE

4.1 Place of Performance. The contractor shall perform logistical support tasks on-site at the Government's facility. The DSCA is located at 201 12th Street, Suite 203, Arlington, VA 22202-5408.

4.2 Period of Performance. The period of performance for this contract is one-year base period with four one-year options.

1 October 2008 – 30 September 2009 (Base Year)

1 October 2009 – 30 September 2010 (Option Year 1)

1 October 2010 – 30 September 2011 (Option Year 2)

1 October 2011 – 30 September 2012 (Option Year 3)

1 October 2012 – 30 September 2013 (Option Year 4)

5.0 KEY PERSONNEL

The contractor must provide resumes of all proposed personnel in response to this PWS and all subsequent contract modifications. The resumes must identify all proposed personnel and their proposed role in the execution of this PWS. The contractor must identify those proposed individuals key to the success of this PWS. Once identified as such, key personnel may not be removed from this project without written acknowledgement from the DSCA Contracting Officer /Contracting Specialist.

6.0 TRAVEL

Long distance travel within U.S. may be necessary and must be approved by the COR before the travel is made.

- Travel Estimates may include multiple trips to DSCA satellite facilities in Mechanicsburg, PA (Defense Security Assistance Development Center - DSASC), Wright-Patterson AFB, OH (Defense Institute of Security Assistance Management - DISAM), and Battle Creek, MI (Defense Reutilization and Marketing Service - DRMS).

Travel costs for the contract work shall not exceed the amounts authorized to government employees under the Joint Travel Regulation. Travel costs will be reimbursed in accordance with the JTR. Travel is included in the contract as an Other Direct Cost - Travel.

7.0 GOVERNMENT FURNISHED EQUIPMENT (GFE)/DATA

GFE and supplies such as telephone & cell phone (both local/long distance), computer and software for word processing and briefing preparation, standard office equipment and furniture as required, and normal office supplies such as paper, pens, etc.

8.0 PROPRIETARY INFORMATION

The Government will retain rights to all intellectual property and publications produced in the course of this project.

9.0 SECURITY CLEARANCES

The Contractor shall assure that the person assigned possesses a SECRET security clearance. Upon request, the Contractor shall provide verification of clearance to DSCA's Security Officer and the DSCA COR. A DD Form 254 for the Contractor is contained in the contract file. The Contractor shall obtain a DoD Building Pass (Badge) through the Pentagon Badge Office.

10.0 OTHER REQUIREMENTS

Computer skills required: Word, Excel, PowerPoint, Access

11.0 PAYMENT SCHEDULE

Monthly invoices will be allowed and will be paid within 30 days of receipt. Invoices will be submitted to COR for approval and certification to the corresponding DFAS office. The COR is responsible for submitting a DD Form 250 to certify all invoices.

COR Name, Address and Contact Information:

Please submit invoices to the following addressee:

Defense Security Cooperation Agency (DSCA)
ATTN: Mark Barowski
201 12th Street South, Suite 203
Arlington, VA 22202-5408

Phone Number: (703) 604-6625 (DSN 664)

Fax Number: (703) 604-6540 (DSN 664)

Email: mark.barowski@dscamail.mil

The invoice document shall include as a minimum, the following information in order to ensure proper payment:

Name and addressee of the contractor (legal and doing business as);
Cage Code number;
Invoice number and date;
Contract Number and/or Task Order Number;
Contract line item number(s) and/or sub line item number for; service/delivery rendered;
Period of Performance covered by invoice;
Name, title, and phone number of person to be notified in case of defective invoices.

Instructions for the Payment Office:

Do not prorate payments on this contract. Invoices are to be paid per specific contract line item number (CLIN) and accounting classification reference number (ACRN) in order of allocation as cited by the contractor. A copy of the final paid invoice should be forwarded to the Issuing Office's address in block 9, SF 1449 or block 6, DD Form 1155.

12.0 CONTRACT TYPE

This solicitation will result in a firm-fixed price labor hour order with a cost reimbursable CLIN for travel.

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (APR 2008)

(a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--

- (1) The solicitation number;
- (2) The time specified in the solicitation for receipt of offers;
- (3) The name, address, and telephone number of the offeror;
- (4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
- (5) Terms of any express warranty;
- (6) Price and any discount terms;
- (7) "Remit to" address, if different than mailing address;

(8) A completed copy of the representations and certifications at FAR 52.212-3 (see FAR 52.212-3(l) for those representations and certifications that the offeror shall complete electronically);

(9) Acknowledgment of Solicitation Amendments;

(10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and

(11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.

(c) Period for acceptance of offers. The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.

(d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.

(e) Multiple offers. Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of offers:

(1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.

(2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--

(A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or

(B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(C) If this solicitation is a request for proposals, it was the only proposal received.

(ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identity of the person requesting withdrawal is established and the person signs a receipt for the offer.

(g) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) Multiple awards. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(i) Availability of requirements documents cited in the solicitation. (1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--GSA Federal Supply Service Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) Most unclassified Defense specifications and standards may be downloaded from the following ASSIST websites:

(i) ASSIST (<http://assist.daps.dla.mil>).

(ii) Quick Search (<http://assist.daps.dla.mil/quicksearch>).

(iii) ASSISTdocs.com (<http://assistdocs.com>).

(3) Documents not available from ASSIST may be ordered from the Department of Defense Single Stock Point (DoDSSP) by--

(i) Using the ASSIST Shopping Wizard (<http://assist.daps.dla.mil/wizard>);

(ii) Phoning the DoDSSP Customer Service Desk (215) 697-2179, Mon-Fri, 0730 to 1600 EST; or

(iii) Ordering from DoDSSP, Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(4) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.

(j) Data Universal Numbering System (DUNS) Number. (Applies to all offers exceeding \$3,000, and offers of \$3,000 or less if the solicitation requires the Contractor to be registered in the Central Contractor Registration (CCR) database. The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS +4" followed by the DUNS or DUNS +4 number that identifies the offeror's name and address. The DUNS +4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see FAR Subpart 32.11) for the same concern. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. An offeror within the United States may contact Dun and Bradstreet by calling 1-866-705-5711 or via the internet at <http://fedgov.dnb.com/webform>. An offeror located outside the United States must contact the local Dun and Bradstreet office for a DUNS number. The offeror should indicate that it is an offeror for a Government contract when contacting the local Dun and Bradstreet office.

(k) Central Contractor Registration. Unless exempted by an addendum to this solicitation, by submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the CCR database prior to award, during performance and through final payment of any contract resulting from this solicitation. If the Offeror does not become registered in the CCR database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror. Offerors may obtain information on registration and annual confirmation requirements via the Internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.

(l) Debriefing. If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:

- (1) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.
- (2) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.
- (3) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.
- (4) A summary of the rationale for award;
- (5) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.
- (6) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

ADDENDUM TO FAR 52.212-1 INSTRUCTION TO OFFERORS - - COMMERCIAL ITEMS (OCTOBER 2000)

1. The Defense Security Cooperation Agency (DSCA), is releasing this solicitation electronically only. This on-line version of the Request for Proposal (RFP) is the official version for this acquisition. In cases of conflict between the electronic (on-line) version of this RFP and any downloaded version of the RFP, the on-line RFP prevails. No hard copy of this solicitation will be issued. Offerors are encouraged to check the Federal Business Opportunities (FEDBIZOPS) website at <http://www.fedbizops.gov> for any amendments to this solicitation as well as the DSCA website, <http://www.dscamail>, click on Business Operations, click on solicitations and locate the solicitation number. Amendments, if any, will be posted at the DSCA website. All updated information pertaining to this solicitation will also be listed.

2. Questions - **The cut-off date for all questions is August 18, 2008 at 11:00 A.M.** Request that the offeror email all questions to the following individual. Janet.Szatmary@dscamilitary.com . No responses to questions via telephone will be answered. All questions must be in writing.

3. Responses to all questions will be in the form of an amendment and returned to the offeror.

4. Proposals must be delivered by **August 28, 2008 at 11:00 A.M.** via U.S. Postal, UPS, FEDEX or hand delivered to the following address by the closing date and time. Someone will be present at the agency to accept proposals. No electronic copies of any proposal will be accepted. No exceptions.

Defense Security Cooperation Agency (DSCA)
201 12th Street South, Ste 203
Arlington, VA 22202
(703) 601-3728 / 703-602-1341
Attn: Janet Szatmary / Ali Beshir

Offerors may deposit their proposal in the "Proposal Drop Box" on the second floor or hand deliver the proposal to the Security Guard. The hours of operation for DSCA are Monday through Friday from 8:00 A.M. to 5:30 P.M.

5. Addendum to Paragraph (b) Submission of offers. In addition to those requirements as stated in paragraph (b), the following are added and shall apply to the submission requirements in response to this solicitation:

(1) Proposal Format - All offerors must submit written proposal materials as described below and in the quantities of each volume as stated. In addition, the Offeror should also provide an electronic version of its proposal on Microsoft Windows-compatible 3.5-inch 1.4 MB diskette(s) or 650 MB CD-Rom (CD-R) in Microsoft Windows (latest version) and Excel format or latest version. Any pricing information will be on separate disk(s) from the technical information. In the case of a conflict between the electronic and the hard copy, the hard copy will be considered the correct version.

Volume I – Technical Capability (Submit 1 with original documents, and 4 copies) - The Technical Capability Statement will consist of a 50 page or less document that outlines the understanding of the Government's requirement and approach to performing the work to include its skills and capability to meet the requirements of this acquisition. The Technical Evaluation Team (TET) will stop reviewing the proposal after the 50th page. Offerors must demonstrate capability and experience in the areas of; understanding of the Government's requirement and approach to performing the work as described in Paragraph 2 (Proposal Composition Requirements and instructions) below. The Technical Capability Statement will be evaluated against the criteria listed under Evaluation Factors in the addendum to FAR 52.212-2, Evaluation, Commercial Items.

Volume II - Past Performance Information (Submit 1 with original documents, and 4 copies) - The offeror must submit Past Performance Documentation in accordance with instructions provided below in the proposal composition requirements and instructions.

Volume III - Contracting/Pricing Volume - (Submit 1 with original document, and 4 copies): Contracting/Pricing Volume will be submitted separately with all executed RFP Documents. Prices will be evaluated for reasonableness. Instructions for preparation of the Contracting/Pricing Proposal are provided at Paragraph 2 (Proposal Composition Requirements and instructions) below.

Volume IV - Subcontracting Plan - (Submit 1 original and 3 copies). The offeror must submit their subcontracting plan in accordance with FAR 19.704.

The subcontracting goal established for DSCA Contracts are listed by percentage as listed below. The percentages are based on the dollar value of services performed in the United States, Puerto Rico and any US Territory.

Subcontracting Goals:

<u>Small Business *</u>	<u>37.2%</u>
<u>Small Disadvantage Business</u>	<u>5%</u>
<u>Women-Owned Small Business</u>	<u>5%</u>
<u>HUB Zone Small Business</u>	<u>3%</u>
<u>Service-Disabled Veteran-Owned Small Business</u>	<u>3%</u>

The Government will evaluate sub-contracting plans to ensure its compliance with the requirements of FAR 19.704. Past Performance of contractor's goals and plans may also be evaluated for compliance. ALL SUBCONTRACTING PLANS WILL BE RATED ON A PASS/FAIL BASIS.

(2) Proposal Composition Requirements and Instructions

Volume I – Technical Capability:

1. The Government will evaluate the Offeror's technical capability to determine the degree to which the information provided by the offeror in its proposal demonstrates the offeror's ability to manage, supervise, and perform in accordance with the contract requirements and the sub factors listed below:

Subfactor A: Understanding of the Work / Experience in the Security Assistance field with regard to Excess Defense Articles, Non-recurring Charges, and Leases: Demonstrated knowledge and understanding of the required services as outlined in the PWS.

(a) The offeror must identify the methodology and analytical techniques that shall be used to fulfill the technical requirements. The technical approach should clearly describe the following:

(i) An overview of your methodology guiding your performance of the technical requirements identified in the PWS, and a general description of how your technical approach will be applied to accomplishing the requirements. The offeror should demonstrate the following technical proficiency:

- (1) Providing explanatory guidance to Security Assistance Organizations (SAOs), Combatant Commands, military departments, other U.S.G. elements, and industry members responsible for interacting and providing input for the outlined tasks.
- (2) Researching historical policy and reports based on questions from a variety of sources within DoD and the State Department and assemble the resulting research into a comprehensive technically complete response.
- (3) Knowledge of and ability to differentiate between the linkage of legislation, regulation, and policy in accomplishing technical requirements.
- (4) Preparing briefing charts and other electronic presentations or to take and shape draft briefing charts into a clean final product as envisioned by the Action Officer or Director/Deputy Director concerned.

(ii) The logical sequence of tasks that you will perform to accomplish the requirements. Identify and describe the specific techniques and steps that will be applied during the accomplishment of all tasks of this project.

Subfactor B: Key Personnel and Management of Operations: The offeror must describe the key personnel and how it intends to meet the performance objectives identified in the PWS. The offeror should also identify those areas the contractor sees as critical to the customers for this contract, how it will monitor quality performance in those areas, and how it will maintain or exceed customer expectations, including identification and correction of problems.

All sub-factors for Technical Capability will be of equal importance.

Volume II- Past Performance Information

1. The offeror shall provide a minimum of five (5) references relevant to its past performance and its major subcontractor's past performance in providing similar services under existing or prior contracts for the last 5 years. The offeror shall have its references complete the Past Performance Questionnaire (PPQ) (*See Below*) and have the references submit the completed PPQ directly to the Contracting Officer Mr. Janet Szatmary, Defense Security Cooperation Agency (DSCA) 201 12th Street, South, Ste 203, Arlington, VA 22202 by the closing date of this solicitation. Fax copies of the PPQ are acceptable and should be faxed to 703-602-1671.
2. The offeror shall provide a list of no more than three (3) contracts completed within the past three years, which clearly demonstrates the offeror's performance relevant to the requirements and all contracts and subcontracts currently in process. Contracts listed may include those entered into by the Federal Government, state and local government agencies and commercial customers.
3. Offerors that are newly formed entities without prior contracts or new to the solicitation requirements, with no relevant past performance history, must list no more than three (3) references, for all key personnel whose experience the offeror proposes will demonstrate their ability to perform the solicitation requirements.
4. Include the following information for each contract:
 - Name and address of contracting activity, state or local government agency, or commercial customer.
 - Point of contact (POC). - Contract number.
 - Contract type (fixed price/cost reimbursement, competitive/non competitive, negotiated/sealed bid)
 - Contract value.
 - A description of the services/work required under the contract, including performance location (s) and performance period.
 - Name, telephone number, and facsimile number of the Contracting Officer or other individual responsible for awarding the contract.
 - Name, telephone number, and facsimile number of the Administrative Contracting -Officer or other individual responsible for administering the contract.
 - Name, telephone number, and facsimile number of program manager, operations officer or other individual responsible for technical oversight of contract performance.
5. The offeror should provide information on problems encountered on the contracts and subcontracts identified above and corrective actions taken to resolve those problems. Offerors should not provide general information on their performance. General performance information will be obtained from the references.
6. The offeror may describe any widely recognized quality awards or certifications that the offeror has earned. Such awards or certifications include, for example, the Malcolm Baldrige Quality Award, other Government quality awards, and private sector awards or certifications. Identify the segment of the company (one division or the entire company) that received the award or certification and when the award or certification was bestowed. If the award or certification is more than three years old, present evidence that the qualifications still apply.
7. The Government may contact the references provided in the offer, former customers, etc. to enquire about past performance to include, but not limited to, its reputation for conforming to terms and conditions, for accurately estimating and controlling costs, for adherence to contract schedules (including the administrative aspects of

performance); for reasonable and cooperative behavior, and commitment to customer satisfaction. The Government may contact references other than those identified by the offeror. The sub factors are list below:

a. Sub-Factor A, Quality of Service: Will be evaluated for the offeror's record of conforming to specifications and providing quality services.

b. Sub-Factor B, Timeliness of Performance: Will be evaluated for the offeror's ability to meet contractual performance schedules.

c. Sub-Factor C, Customer Satisfaction: Will be evaluated for the conduciveness of offeror's business practices to ensure a cooperative and frictionless relationship with its customers.

Volume III – Contracting/Pricing Volume:

1. The Contracting/Pricing Volume shall consist of the OFFER (the solicitation document as completed and signed to include, as a minimum, the pricing sheet /schedule B, Attachment 1, filled in for the 6 months or 180 days after contract award.

2. The offerors are cautioned that no reference to proposed price(s) shall be made in any other volumes but volume III.

3. Offerors shall comply with all requirements of the proposal submission instructions. Deviations shall be fully explained; however, inclusion of price/cost in documents other than the Price Proposal is not an acceptable deviation.

Volume IV - Subcontracting Plan. The Government will evaluate sub-contracting plans to ensure its compliance with the requirements of FAR 19.704. Past Performance of contractor's goals and plans may also be evaluated for compliance. ALL SUBCONTRACTING PLANS WILL BE RATED ON A PASS/FAIL BASIS.

(3) Proposal preparation costs – This Request for Proposal does not commit the Government to pay any costs incurred in the preparation and submission of your proposal or in making any necessary studies for the preparation thereof, or for any visit the Contracting officer may request for the purpose of clarification of the proposal or for preparation of negotiations. By the submission of its offer, the offeror assumes all cost associated.

2. Addendum to Paragraph (c) Period for acceptance of offers: This paragraph (c) is changed to read as follows: The Offeror agrees to hold the prices in its offer firm for 120 calendar days from the date specified for receipt of offers, unless another time period is specified in an amendment to the solicitation.

3. Addendum to Paragraph (e) Multiple offers. This paragraph (e) is changed to read as follows: Multiple offers presenting alternative terms and conditions will not be accepted.

4. Addendum to Paragraph (h) Multiple awards. This paragraph (h) is changed to read as follows: The Government may accept any item or group of items of an offer. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

5. Addendum to Paragraph (d) Product samples. This paragraph (h) is changed to read as follows: This solicitation does not require the submission of product samples.

End of Addendum to 52.212-1

(End of provision)

52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a fixed price labor hour contract with a cost reimbursable CLIN for travel expenses resulting from this solicitation.

(End of provision)

(End of Summary of Changes)