

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER W13G86011451740001		PAGE 1 OF 48	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER W912WJ20Q0077	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME JENNIFER M SAMELA				b. TELEPHONE NUMBER (No Collect Calls) 978-318-8324	
8. OFFER DUE DATE/LOCAL TIME 10:00 AM 01 May 2020		9. ISSUED BY U S ARMY ENGR DISTRICT, NEW ENGLAND 696 VIRGINIA RD CONCORD MA 01742-2751  TEL: FAX:		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100 % FOR: WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM EDWOSB 8(A) NAICS: 561720 SIZE STANDARD: \$19,500,000			
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) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO LOGISTICS OFFICE WILLIAM SANDERS 696 VIRGINIA ROAD CONCORD MA 01742-2751 TEL: 978-318-8388 FAX:		16. ADMINISTERED BY		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP			
17a. CONTRACTOR/ OFFEROR  TELEPHONE NO.		18a. PAYMENT WILL BE MADE BY		17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM	
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES		21. QUANTITY		22. UNIT	
		SEE SCHEDULE				23. UNIT PRICE	
						24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only)			
<input checked="" 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 checked="" 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			
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES 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.				<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. 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)			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)  TEL: EMAIL:		31c. DATE SIGNED	

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)				PAGE 2 OF 48	
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"/> PARTIAL <input type="checkbox"/> FINAL				<input type="checkbox"/> COMPLETE <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 <i>(Print)</i>		
			42b. RECEIVED AT <i>(Location)</i>		
			42c. DATE REC'D <i>(YY/MM/DD)</i>	42d. TOTAL CONTAINERS	

## Section SF 1449 - CONTINUATION SHEET

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
0001	POP 04-MAY-2020 TO 30-SEP-2020	N/A	LOGISTICS OFFICE WILLIAM SANDERS 696 VIRGINIA ROAD CONCORD MA 01742-2751 978-318-8388 FOB: Destination	W912WJ
0002	POP 04-MAY-2020 TO 30-SEP-2020	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	W912WJ

INSTRUCTIONS TO OFFERORS

PLEASE DIRECT QUESTIONS TO **JENNIFER M. SAMELA AT (978) 318-8324 OR [JENNIFER.M.SAMELA@USACE.ARMY.MIL](mailto:JENNIFER.M.SAMELA@USACE.ARMY.MIL)**. THE SOLICITATION AND RESULTING CONTRACT SHALL BE THE GOVERNING DOCUMENT IN ALL CASES.

**\*\* QUOTES CAN BE E-MAILED TO JENNIFER M. SAMELA AT [JENNIFER.M.SAMELA@USACE.ARMY.MIL](mailto:JENNIFER.M.SAMELA@USACE.ARMY.MIL).**

In accordance with FAR Part 52.204-7(b)(1) Contractors **must be registered in the System for Award Management (SAM) database ([www.SAM.gov](http://www.SAM.gov)) to submit an offer.** (Formerly the Central Contractor Registration (CCR) database and the On-Line Representations and Certifications (ORCA).) Any reference to CCR or ORCA in any clause or provision is referring to the [www.sam.gov](http://www.sam.gov) website. Please note that Google and Google Chrome are not supported browsers for SAM registration. Mozilla FireFox, Safari, and Internet Explorer are supported browsers.

**NOTE:** SAM.gov registration takes approximately 3 weeks (DUNS registration 1-2 business days; CAGE code validation up to 10 business days; IRS validation and overall submission 7-10 business days). It is the contractor's responsibility to track SAM.gov registration and follow-up with required tasks.

In addition, if you are registering a new entity in SAM.gov, you must provide an original, signed notarized letter stating that you are the authorized Entity Administrator. The Entity Administrator must establish a LOGIN.GOV account using the e-mail address that will be associated with the SAM registration. See <https://www.gsa.gov/about-us/organization/federal-acquisition-service/office-of-systems-management/integrated-award-environment-iae/sam-update> for additional information.

Provide DUNS number: \_\_\_\_\_ (telephone 866-705-5711 for DUNS)

Provide CAGE code: \_\_\_\_\_

Provide TAX ID: \_\_\_\_\_

Per FAR Part 52.212-3 Alt I, the Contractor is required to complete the On-line Representations and Certifications Application ([www.SAM.gov](http://www.SAM.gov)) and paragraph (b) if applicable, **OR** to complete paragraphs (c) thru (m) of this clause and return with quote.

POTENTIAL QUOTERS ARE NOTIFIED THAT THE BASIS ON WHICH AWARD WILL BE MADE IS PRICE ALONE.

ALL RESPONSIBLE SOURCES MAY SUBMIT A RESPONSE WHICH, IF TIMELY RECEIVED, MUST BE CONSIDERED BY THE AGENCY.

INVOICES SHALL BE SENT TO TECHNICAL POINT OF CONTACT.

#### SECURITY REQUIREMENTS

The contractor and all associated sub-contractors shall receive a brief/training (provided by the RA) on the local suspicious activity reporting program. This locally developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the project manager, security representative or law enforcement entity. This training shall be completed within 30 calendar days of contract award and within 30 calendar days of new employees commencing performance with the results reported to the Technical Point of Contact NLT 5 calendar days after the completion of the training.

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Disinfectant Cleaning Services FFP Contractor shall furnish all labor, materials, supplies, and transportation necessary to perform disinfectant cleaning services of the 104,000 square foot US Army Corps of Engineers, New England District Office, Concord, MA in accordance with the Performance Work Statement.  Disinfectant cleaning services may only be performed upon receipt of a written Notice to Proceed from the Contracting Officer. Upon issuance of a Notice to Proceed, the Contractor shall commence cleaning within 24 hours. FOB: Destination PURCHASE REQUEST NUMBER: W13G86011451740001	1	Job		

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ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002		3	Each		
OPTION	Disinfectant Cleaning Services FFP Contractor shall furnish all labor, materials, supplies, and transportation necessary to perform disinfectant cleaning services of the 104,000 square foot US Army Corps of Engineers, New England District Office, Concord, MA in accordance with the Performance Work Statement.  This CLIN may be exercised up to three (3) times prior to 30 September 2020. FOB: Destination				

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PERFORMANCE WORK STATEMENT

**JANITORIAL SERVICES**  
**DISINFECTANT SERVICES**  
**U.S. ARMY CORPS OF ENGINEERS**  
**NEW ENGLAND DISTRICT OFFICE**  
**CONCORD, MA**  
**Performance Work Statement**

**I. General:**

- 1. Scope** – Furnish all labor, materials and equipment necessary to apply a disinfectant cleaner as approved by the EPA that is capable of removing traces of coronavirus-19 (COVID-19) to all high touch areas in the US Army Corps of Engineers, New England District Office, Concord, MA.

The disinfectant cleaning services will be quoted according to two contract line items (CLINs). The initial disinfectant cleaning services as priced per CLIN 0001 will not occur until a written Notice to Proceed is issued by the Contracting Officer to the awarded vendor. If necessary, services will occur between contract award and 30 September 2020.

The additional, optional disinfectant cleaning services as priced per CLIN 0002 may be exercised up to three (3) times. Services may occur at any time between contract award and 30 September 2020.

There is no guarantee that any disinfectant cleaning services will be required. Cleaning will only commence upon Notice to Proceed from the Contracting Officer after notification of a presumptive or confirmed positive case of COVID 19 among US Army Corps of Engineer, New England District employees.

2. **Location** – The New England District Office is located at 696 Virginia Rd., Concord, MA. Interested vendors may contact the Technical Point of Contact as listed below to arrange for a site visit.
3. **Technical Point of Contact** – The Technical Point of Contact for this work is William Sanders, Logistics Technician, [William.O.Sanders@usace.army.mil](mailto:William.O.Sanders@usace.army.mil), 978-318-8388. Access to the site must be coordinated through Mr. Sanders in advance of work on site.
4. **Schedule** – The disinfectant cleaning will occur upon written electronic notification to the Contractor that there has been either a presumptive or confirmed positive case of COVID 19 of an employee. Upon notification, the Contractor will have twenty-four (24) hours to complete the disinfectant cleaning and must have sufficient resources and personnel to do so.

The Purchase Order will contain an optional contract line item for additional disinfectant cleaning services that may be exercised multiple times (up to three) in the case of additional presumptive or confirmed positive cases of COVID 19. Upon notification of a presumptive or confirmed positive case, and receipt of a modification exercising the optional line item, the Contractor will have twenty-four (24) hours to complete the disinfectant cleaning.

Work will not be permitted before 8:00 am or after 4:00 pm, unless approved in advance by the Technical Point of Contact.

5. **Federal Holidays Include** – Each scheduled service has performance time allowances with the specifications. Services are not permitted on weekends or federal holidays without approval from US Army Corps of Engineers Technical Point of Contact. For information purposes only, observed federal holidays are as follows:

**Memorial Day May**

**Independence Day – July**

**Labor Day – September**

6. **Other Contracts** – The Government may undertake or award other contracts for additional work not related to this contract, and the Contractor shall fully cooperate with other Contractors and Government employees. The contractor shall not commit or permit any act, which will interfere with the performance of work by another contractor, or by Government employees.
7. **Safety Requirements**
  - a. **General:**

All work shall be conducted in accordance with the U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1, most

recent edition), and all applicable OSHA, federal, state, and local safety and health requirements. A copy of EM 385-1-1 can be accessed at the project office or electronically at the following link:  
[http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM\\_385-1-1.pdf](http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM_385-1-1.pdf)

Project staff reserve the right to cease work at any time should the safety of employees, Contractors, and/or the public become jeopardized.

**b. Accident Prevention Plan:**

The Contractor shall prepare an Accident Prevention Plan (APP) specific to the activities being performed. It shall include Activity Hazard Analyses (AHAs) as described below. A non-mandatory, fillable APP template is available upon request. However, the contractor is permitted to submit their own plan, at a minimum it must meet the requirements of EM 385-1-1, Appendix A.

A preparatory meeting shall be conducted by the prime contractor to discuss the APP contents with all effected onsite employees. The Prime Contractor is responsible for informing the subcontractors of the safety provisions under the terms of the contract, the penalties for noncompliance, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out.

Weekly safety meetings shall be held and documented. Records shall be available to the Technical Point of Contact (TPOC) upon request.

**c. Activity Hazard Analysis:**

An AHA shall be submitted for each major phase of work. A major phase of work is defined as an operation involving a type of work presenting hazards not experienced in previous operations or where a new subcontractor or work crew is to perform the work. The analysis shall define all activities to be performed, identify the sequence of work, the specific hazards anticipated, and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level. The AHA shall be continuously reviewed and revised to address changing site conditions as appropriate.

**d. Emergency Response:**

Emergency procedures shall be documented in the Accident Prevention Plan and will include a map with directions to the nearest hospital, emergency contact numbers, and onsite First Aid/CPR responders.

**e. Required Personnel:**

The Contractor shall employ a minimum of one Competent Person (CP) at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO shall be present at the project site and report to the contractor's upper management.

**8. Accident Reporting:**

All accidents and near misses shall be investigated by the Contractor. All work-related recordable injuries, illnesses and property damage accidents (excluding on-the-road vehicle accidents), in which the property damage exceeds \$5,000.00, shall be verbally reported to the TPOC within four (4) hours of the incident. Serious accidents as described in EM 385-1-1 Section 01.D shall be immediately reported to the TPOC. ENG Form 3394 shall be completed and submitted to the TPOC within five (5) working days of the incident.

The Contractor shall compile employee work hours (including subcontractors) and forward the total hours to the TPOC no later than close of business on the 10th calendar day of the following month. The method of transmission by the prime contractor to the TPOC shall be electronically.

- 9. Payment** – The contractor shall furnish the Technical Point of Contact with one invoice upon completion of the work.

All invoices may be mailed to  
U.S. Army Corps of Engineers  
New England District  
696 Virginia Rd.  
Concord, MA 01742

Or Emailed to [William.o.sanders@usace.army.mil](mailto:William.o.sanders@usace.army.mil)

**II. Technical Requirements:**

**Part 1 General:**

- 1. Summary** – Furnish all equipment, materials, labor, and transportation necessary to disinfect all high touch areas within the 104,000 square foot office building that houses the US Army Corps of Engineers, New England District. This includes all door knobs, door frames, conference room tables, kitchenette counters, tabletops, appliance surfaces, restrooms, floor surfaces and employee desks and workstations.
  - a.** Contractor shall proceed through the area and clean surfaces with detergent or soap and water cleaner.
  - b.** Following cleaning, the Contractor shall disinfect by wiping in one direction solid surfaces, including, but not necessarily limited to: handrails, doorknobs, push plates, desk or work stations, keypad, computer mice, light switches, elevator



- buttons, bathroom sinks, toilet and paper dispensers, kitchenette countertops, water cooler controls.
- c. Contractor shall clean/disinfect all high contact porous surfaces such as carpets and partitions with either appropriate cleaners indicated for use by the manufacturers, or with a disinfectant from the EPA list for emerging viral diseases.
  - d. Contractor shall let all disinfectants remain on surfaces until air dry.
  - e. When cleaning and disinfecting of the area is complete, the Contractor shall remove and dispose of gloves, suits, and other PPE being careful not to contaminate the wearer or office surfaces. All used PPE and cleaning materials shall be disposed of in a sealed, plastic, disposal bag.
2. **Clean Up and Waste Disposal** – All waste material will be disposed of offsite in accordance with all Federal, State, and Local regulations.
3. **Personal Protective Equipment** - It is the contractor's responsibility to furnish and supply personnel with the proper personal protective equipment necessary for performing the work.

**Part 2 Materials and Supplies:**

1. Provided by Contractor:
  - a. Cleaning Materials
  - b. Disinfectants
  - c. Trash bags
  - d. Rags/wipes

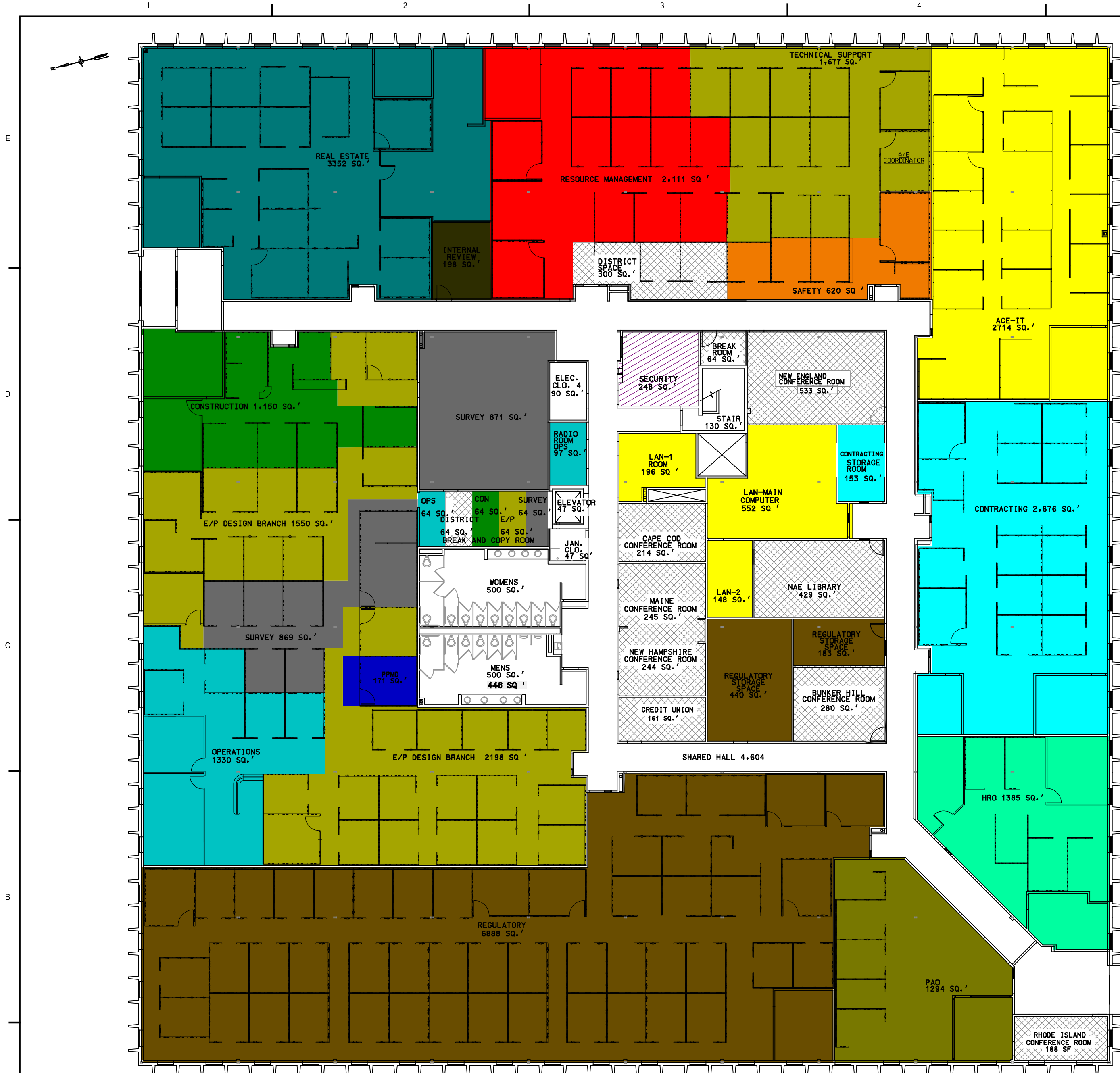
**Part 3 Service Locations:**

**1. Office Building**

The Office Building is located at 696 Virginia Rd, Concord, MA and includes the following details:

- a. Total Floor Space is approximately 104,000 square feet
- b. Employee Workstations: Approximately 411
- c. Restrooms: 9 (3 are single lavatories, the other 6 include anywhere from 4 to 10 toilets)
- d. Conference Rooms: 11
- e. Breakrooms/Kitchenette's: 6
- f. Cafeteria: 1 (currently not in use)
- g. Theater: 1
- h. Contractor shall assume that employee workspaces contain documents and personal effects that must be cleaned around or moved.

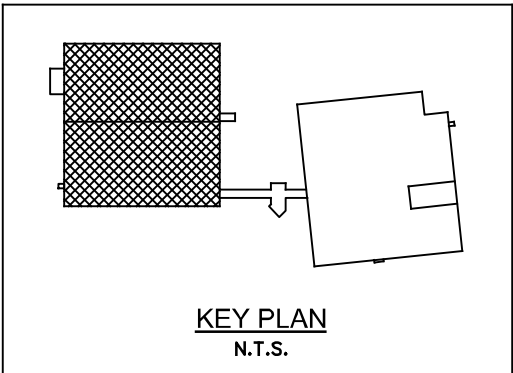
**ATTACHMENTS**



FIRST FLOOR PLAN - BLDG. 1  
SCALE: 1/16" = 1'-0"



SCALE: 1/16"=1'



NAE HQ SPACE DISTRIBUTION			UPDATED ON	21-Feb-20
BUILDING 1 - 1st FLOOR				
ORG. NAME	DIVISION/OFFICE AREA			TOTAL DIVISION/ OFFICE SPACE (SF)
	DIVISION/ OFFICE FOOT PRINT (SF)	ADD SPACE (SF)	SPACE REDUCTIO N (-SF)	
Leased Out Space in 1st Floor				
Organizations				
Total Leased Space	0			0
ACE-IT OFFICE	2714			2714
ACE-IT RM	2714		-100	
LAN ROOMS	896			896
LAN-MAIN COMPUTER ROOM	552			
LAN 1-BLDG 1	196			
LAN 2-BLDG 1	148			
CONSTRUCTION DIVISION	1304			1304
CONSTRUCTION	996			
BREAK AND COPY ROOM	64			
SPACE FROM DESIGN BRANCH		244		
CONTRACTING DIVISION	2829			2829
CONTRACTING	2676			
CONTRACTING STORAGE ROOM	153			
DISTRICT SPACE	2722			2722
BUNKER HILL CONFERENCE ROOM	280			
New England Conference Room	533			
Rhode Island Conference Room	188			
Maine Conference Room	245			
New Hampshire Conference Room	244			
Cape Cod Conference Room	214			
Credit Union	161			
Copy and break room	64			
District storage space (REGULATORY)			-440	
DISTRICT SPACE (R.M.)	300			
BREAK ROOM	64			
NAE-LIBRARY	429			
E/P DIVISION ENGINEERING	5489			5489
DESIGN BRANCH	3748			
TECH. SUPPORT	1677	177		
BREAK AND COPY ROOM	64			
SPACE LOST OT CONSTRUCTION			-244	
ENGINEERING, SURVEY SECTION	1803			1803
SURVEY	869			
SURVEY FILES	871			
BREAK AND COPY ROOM	64			
HUMAN RESOURCES	1385			1385
HRO	1385			
IR	198			198
IR	198			
OPERATIONS DIVISION	1491			1491
OPERATIONS	1330			
BREAK AND COPY ROOM	64			
RADIO ROOM	97			
PPMD	171			171
DESIGN BRANCH	171			
PUBLIC AFFAIRS OFFICE	1294			1294
PAO	1294			
REAL ESTATE DIVISION	3352			3352
REAL ESTATE	3352			
REGULATORY DIVISION	7511			7511
REGULATORY	6888			
STORAGE SPACE	440	440		
FORMER PUBLIC ACCESS	183	183		
RESOURCE MANAGEMENT	2111			2111
RESOURCE MANAGEMENT	2111		-22	
SAFETY	620			620
SPACE LOST TO TECHICAL SUPPORT			-155	
SPACE GAINED BY IT		100		
SECURITY OFFICE	248			248
SECURITY	248			
PUBLIC ACCESS			-183	
SHARED AREAS	5,862			5862
HALLS	4,602	70		
Stair, Bldg 1, 1st Floor	130			
Elevator, Bldg 1, 1st Floor	47			
Elect-4, Bldg 1, 1st Floor	90			
Men's Room, Bldg 1, 1st Floor	446			
Women's Room, Bldg 1, 1st Floor	500			
Jan. Clo., Bldg 1, 1st Floor	47			
TOTAL				42,000

US Army Corps of Engineers  
New England District

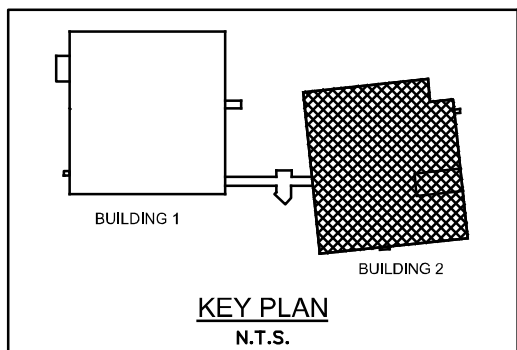
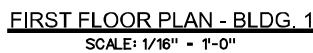
DATE: 1/18/2020  
DRAWN BY: JONAS HANSEN  
CHECKED BY: JONAS HANSEN  
SUBMITTAL NO.: 2020-001  
FILE NUMBER: 2020-001  
FILE NAME: CONSTRUCTION - FEB 2020

U.S. ARMY CORPS OF ENGINEERS  
NEW ENGLAND DISTRICT  
CONCORD, MASSACHUSETTS

NEW ENGLAND DISTRICT  
CORPS OF ENGINEERS  
CONCORD, MASSACHUSETTS  
SPACE PLAN  
BUILDING 1 UPPER LEVEL  
FEB 2020

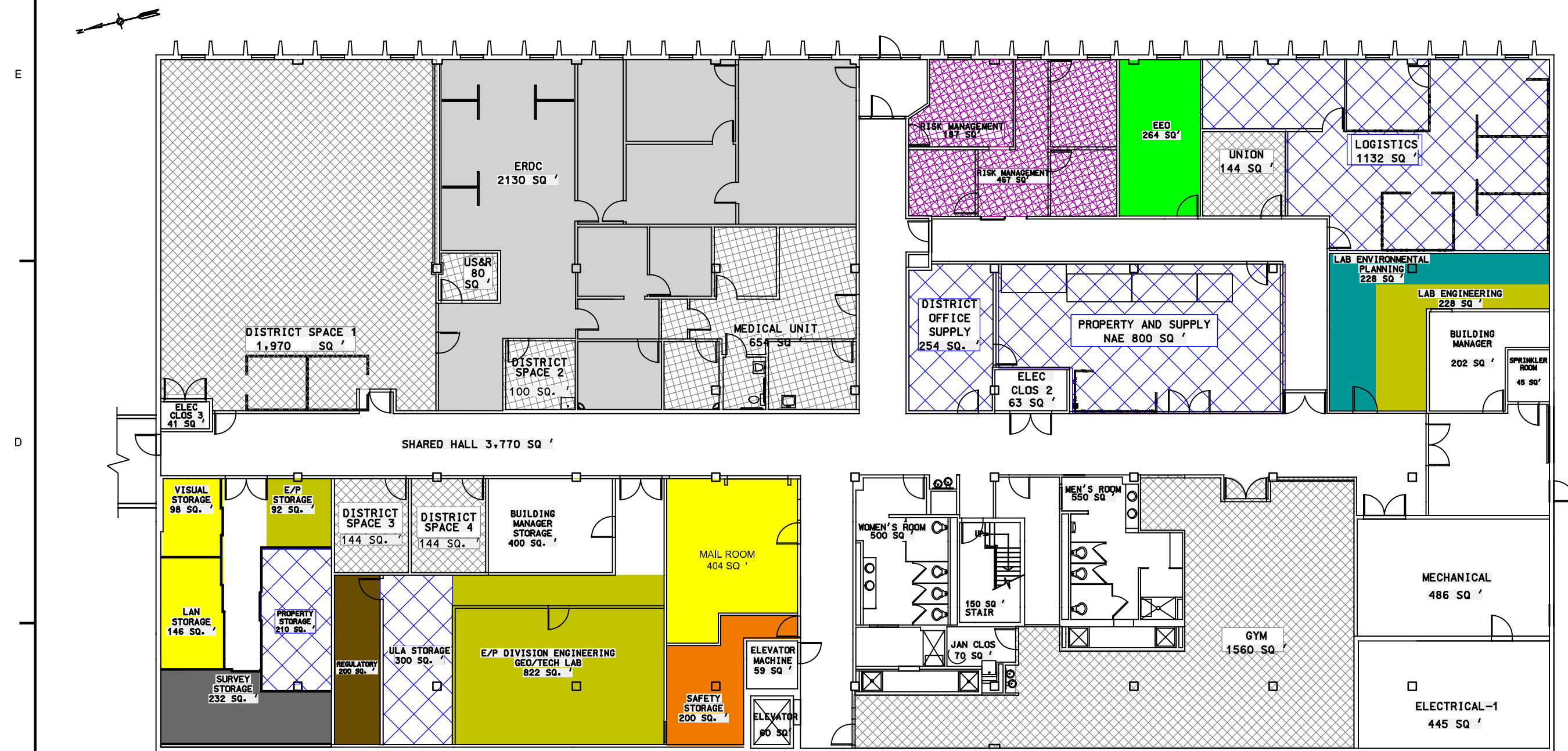
SHEET IDENTIFICATION  
A-101

OF 1

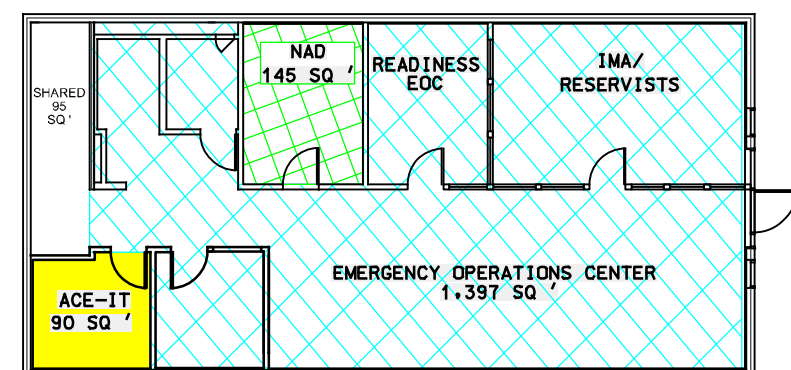


NAE HQ SPACE DISTRIBUTION		UPDATED ON	12-Feb-2020	
BUILDING 2 - 1st FLOOR				
	DIVISION/OFFICE AREA	TOTAL DIVISION/ OFFICE SPACE (SF)		
ORG_NAME				
Leased Out Space in 1st Floor				
Organizations				
Total Leased Space				110
ERDC OFFICE IN E/P	110			
DISTRICT SPACE	5694			5694
Col. Gridly Executive Conference Room	524			
Connecticut Conference Room	241			
Vermont Conference Room	231			
Massachusetts Conference Room	240			
Theater	1220			
Cafeteria	2324			
Kitchen	681			
District Resource Room 2-1	233			
E.O.C.	80			80
STORAGE	80			
E/P DIVISION ENGINEERING	11575			11,575
MAIN OFFICE AREA	9145			
E/P OFFICE	145			
WATER RESOURCES	100			
ENGINEERING FILES 1	283			
RCC	486			
FORMER LOGISTICS	625			
TECHNICAL SUPPORT	791			
E/P DIVISION PLANNING	5820			5,820
PLANNING EVALUATION BRANCH	3336			
PLANNING FILES 1	142			
PLANNING	2237			
PLANNING FILES 2	105			
EXECUTIVE OFFICE	2,574			2,574
OFFICE AREA	2042			
DPM ACONES OFFICE	125			
SMALL BUSINESS OFFICE	197			
EXECUTIVE ASSISTANT	210			
LAN ROOMS AND STORAGE	173			173
LAN 3-BLDG 2	93			
LAN 4-BLDG 2	80			
OFFICE OF COUNSEL	2,404			2,404
OFFICE AREA	2004			
LIBRARY	300			
STORAGE	100			
PROGRAMS/PROJECT MGMT DIV.	5,936			5,936
OFFICE	5304			
DPM OFFICE	125			
PPM FILE-1	200			
PPM FILE-2	91			
PPM FILE-3	116			
PPMD	100			
SHARED AREAS	4,951			4,951
HALLS	3,310			
Boiler Room, Bldg 2, First Floor	467			
Elect-5, Bldg 2, 1st Floor	66			
Men's Room, Bldg 2, 1st Floor	500			
Women's Room, Bldg 2, 1st Floor	500			
Jan. Clo., Bldg 2, 1st Floor	56			
ELECT-6	52			
TOTAL				39,317



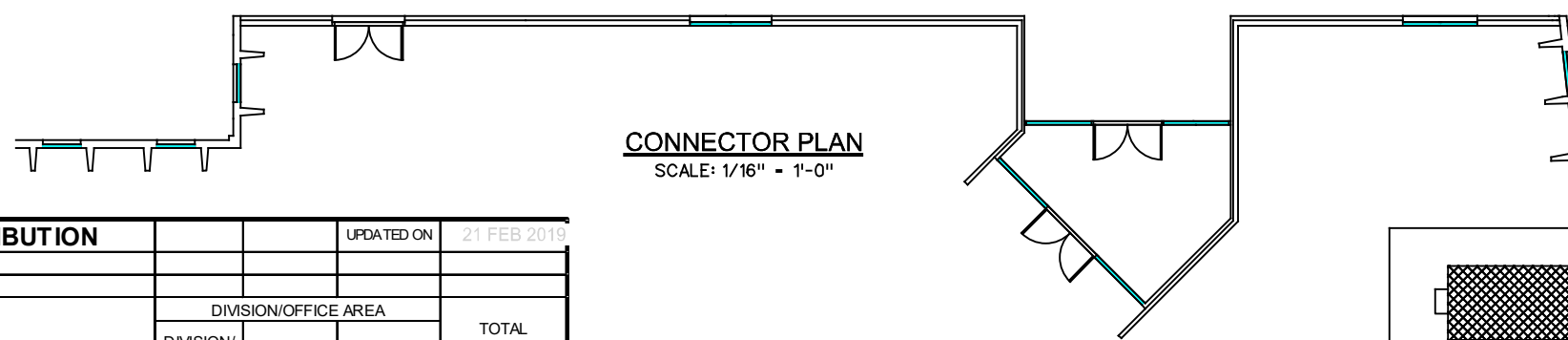
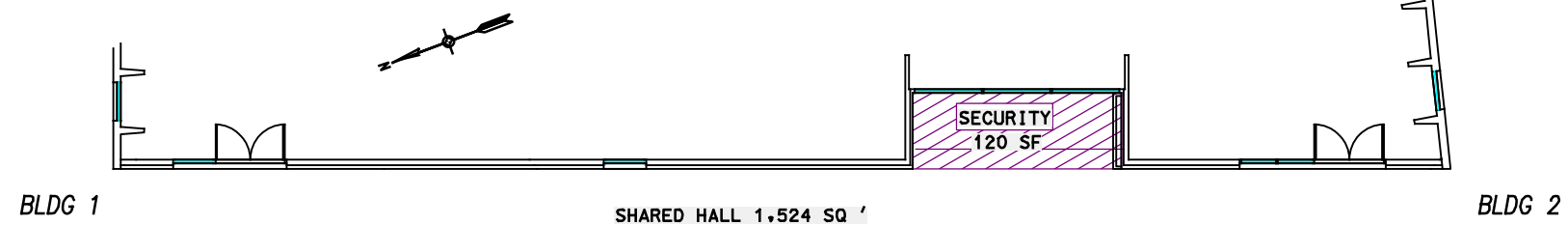


LOWER LEVEL PLAN - BLDG. 1  
SCALE: 1/16" = 1'-0"

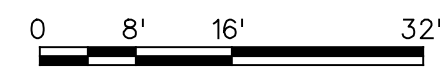


LOWER LEVEL PLAN - BLDG. 2  
SCALE: 1/16" = 1'-0"

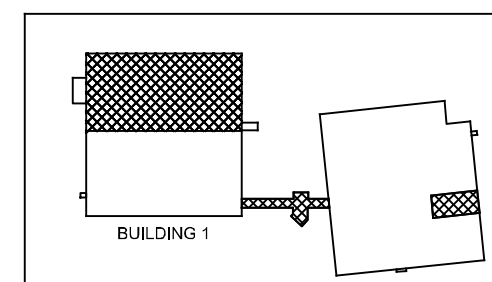
NAE HQ SPACE DISTRIBUTION				UPDATED ON	12-Feb-20
BUILDING 2 LOWER LEVEL					
ORG_NAME	DIVISION/OFFICE AREA			TOTAL DIVISION/ OFFICE SPACE (SF)	
	DIVISION/ OFFICE FOOT PRINT (SF)	ADD SPACE (SF)	SPACE REDUCTIO N (-SF)		
TOTAL SPACE LEASED OUT LOWER LEVEL BLG-1	145				145
NAD	145				
ACE-IT	90				90
EMERGENCY OPERATIONS CENTER	1400				1400
SHARED	95				95
TOTAL					1,730



NAE HQ SPACE DISTRIBUTION				UPDATED ON	21 FEB 2019
CONNECTOR					
		DIVISION/OFFICE AREA			TOTAL DIVISION/ OFFICE SPACE (SF)
ORG NAME		DIVISION/ OFFICE FOOT PRINT (SF)	ADD SPACE (SF)	SPACE REDUCTION (-SF)	
SECURITY		120			120
SHARED		1,524			1,524
TOTAL					1,644



SCALE: 1/16"=1'



KEY PLAN  
N.T.S.

NAE HQ SPACE DISTRIBUTION		UPDATE ON		12-Feb-20	
BUILDING 1 LOWER LEVEL					
ORG_NAME	DIVISION/OFFICE AREA			TOTAL DIVISION/ OFFICE SPACE (SF)	
	DIVISION/ OFFICE FOOT PRINT (SF)	ADD SPACE (SF)	SPACE REDUCTION (-SF)		
TOTAL SPACE LEASED OUT LOWER LEVEL BLG-1	654			654	
RISK MANAGEMENT	564				
ERDC	2,130			2,130	
ERDC OFFICE	2,130				
ACE-IT	648			648	
MAIL ROOM	404				
VISUAL STORAGE	98				
LAN STORAGE	146				
DISTRICT SPACE	4,804			4,804	
MEDICAL UNIT	662				
GYM	1,560				
UNION OFFICE	144				
DISTRICT SPACE 1	1,970				
DISTRICT SPACE 2	100				
DISTRICT SPACE 3	144				
DISTRICT SPACE 4	144				
US&R	80				
EEO	264			264	
EEO OFFICE	264				
E/P DIVISION ENGINEERING	1342			1342	
LAB ENGINEERING	228				
E/P STORAGE	92				
GEO/TECH LAB	822				
E/P DIVISION PLANNING	228			228	
LAB ENGINEERING	228				
E/P DIVISION, SURVEY UNIT	232			232	
SURVEY STORAGE	232				
LOGISTICS OFFICE	2,696			2,696	
LOGISTICS	1132				
PROPERTY AND SUPPLY	800				
PROPERTY STORAGE	210				
DISTRICT OFFICE SUPPLY	254				
ULA STORAGE	300				
REGULATORY	200			200	
REGULATORY STORAGE	200				
SHARED	6,638			6,638	
HALLS	3,557				
STAIR	150				
ELEVATOR	60				
ELEVATOR MACHINE	59				
MECHANICAL	486				
ELECTRICAL-1	455				
ELECTRICAL CLOSET 2	63				
ELECTRICAL CLOSET 3	41				
MEN'S ROOM	550				
WOMEN'S ROOM	500				
BUILDING MANAGER'S STORAGE	400				
BUILDING MANGER'S OFFICE	202				
SPRINKLER ROOM	45				
JAINTOR'S CLOSET	70				
TOTAL				19,836	

PLEASE REFER TO THE ATTACHMENTS INCLUDED AT THE END OF THIS SOLICITATION FOR ADDITIONAL INFORMATION.

#### CLAUSES INCORPORATED BY REFERENCE

52.204-7	System for Award Management	OCT 2018
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-13	System for Award Management Maintenance	OCT 2018
52.204-16	Commercial and Government Entity Code Reporting	JUL 2016
52.204-18	Commercial and Government Entity Code Maintenance	JUL 2016
52.204-19	Incorporation by Reference of Representations and Certifications.	DEC 2014
52.204-22	Alternative Line Item Proposal	JAN 2017
52.204-24	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.	DEC 2019
52.204-26	Covered Telecommunications Equipment or Services-- Representation.	DEC 2019
52.209-10	Prohibition on Contracting With Inverted Domestic Corporations	NOV 2015
52.212-1 (Dev)	Instructions to Offerors - Commercial Items. (DEVIATION 2018-O0018)	MAR 2020
52.212-4	Contract Terms and Conditions--Commercial Items	OCT 2018
52.217-5	Evaluation Of Options	JUL 1990
52.219-6 (Dev)	Notice of Total Small Business Set-Aside (DEVIATION 2020-O0008).	MAR 2020
52.222-3	Convict Labor	JUN 2003
52.223-5	Pollution Prevention and Right-to-Know Information	MAY 2011
52.223-18	Encouraging Contractor Policies To Ban Text Messaging While Driving	AUG 2011
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.225-25	Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran-- Representation and Certifications.	AUG 2018
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.242-15	Stop-Work Order	AUG 1989
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	SEP 2013
252.203-7003	Agency Office of the Inspector General	AUG 2019
252.203-7005	Representation Relating to Compensation of Former DoD Officials	NOV 2011
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7008	Compliance With Safeguarding Covered Defense Information Controls	OCT 2016
252.204-7012	Safeguarding Covered Defense Information and Cyber Incident Reporting	DEC 2019
252.204-7015	Notice of Authorized Disclosure of Information for Litigation Support	MAY 2016

252.223-7006	Prohibition On Storage, Treatment, and Disposal of Toxic or Hazardous Materials	SEP 2014
252.232-7010	Levies on Contract Payments	DEC 2006
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.244-7000	Subcontracts for Commercial Items	JUN 2013

## CLAUSES INCORPORATED BY FULL TEXT

### 52.212-3 OFFEROR REPRESENTATIONS AND CERTIFICATIONS--COMMERCIAL ITEMS (MAR 2020)

The Offeror shall complete only paragraph (b) of this provision if the Offeror has completed the annual representations and certification electronically in the System for Award Management (SAM) accessed through <https://www.sam.gov>. If the Offeror has not completed the annual representations and certifications electronically, the Offeror shall complete only paragraphs (c) through (v) of this provision.

(a) Definitions. As used in this provision --

“Covered telecommunications equipment or services” has the meaning provided in the clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

“Economically disadvantaged women-owned small business (EDWOSB) Concern” means a small business concern that is at least 51 percent directly and unconditionally owned by, and the management and daily business operations of which are controlled by, one or more women who are citizens of the United States and who are economically disadvantaged in accordance with 13 CFR part 127. It automatically qualifies as a women-owned small business eligible under the WOSB Program.

"Forced or indentured child labor" means all work or service-

(1) Exacted from any person under the age of 18 under the menace of any penalty for its nonperformance and for which the worker does not offer himself voluntarily; or

(2) Performed by any person under the age of 18 pursuant to a contract the enforcement of which can be accomplished by process or penalties.

“Highest-level owner” means the entity that owns or controls an immediate owner of the offeror, or that owns or controls one or more entities that control an immediate owner of the offeror. No entity owns or exercises control of the highest level owner.

“Immediate owner” means an entity, other than the offeror, that has direct control of the offeror. Indicators of control include, but are not limited to, one or more of the following: Ownership or interlocking management, identity of interests among family members, shared facilities and equipment, and the common use of employees.

“Inverted domestic corporation” means a foreign incorporated entity that meets the definition of an inverted domestic corporation under 6 U.S.C. 395(b), applied in accordance with the rules and definitions of 6 U.S.C. 395(c).

“Manufactured end product” means any end product in product and service codes (PSCs) 1000-9999, except--

(1) PSC 5510, Lumber and Related Basic Wood Materials;

(2) Product or Service Group (PSG) 87, Agricultural Supplies;

(3) PSG 88, Live Animals;

- (4) PSG 89, Subsistence;
- (5) PSC 9410, Crude Grades of Plant Materials;
- (6) PSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) PSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) PSC 9610, Ores;
- (9) PSC 9620, Minerals, Natural and Synthetic; and
- (10) PSC 9630, Additive Metal Materials.

“Place of manufacture” means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

“Predecessor” means an entity that is replaced by a successor and includes any predecessors of the predecessor.

“Restricted business operations” means business operations in Sudan that include power production activities, mineral extraction activities, oil-related activities, or the production of military equipment, as those terms are defined in the Sudan Accountability and Divestment Act of 2007 (Pub. L. 110-174). Restricted business operations do not include business operations that the person (as that term is defined in Section 2 of the Sudan Accountability and Divestment Act of 2007) conducting the business can demonstrate--

- (1) Are conducted under contract directly and exclusively with the regional government of southern Sudan;
- (2) Are conducted pursuant to specific authorization from the Office of Foreign Assets Control in the Department of the Treasury, or are expressly exempted under Federal law from the requirement to be conducted under such authorization;
- (3) Consist of providing goods or services to marginalized populations of Sudan;
- (4) Consist of providing goods or services to an internationally recognized peacekeeping force or humanitarian organization;
- (5) Consist of providing goods or services that are used only to promote health or education; or
- (6) Have been voluntarily suspended.

“Sensitive technology”--

(1) Means hardware, software, telecommunications equipment, or any other technology that is to be used specifically--

- (i) To restrict the free flow of unbiased information in Iran; or
  - (ii) To disrupt, monitor, or otherwise restrict speech of the people of Iran; and
- (2) Does not include information or informational materials the export of which the President does not have the authority to regulate or prohibit pursuant to section 203(b)(3) of the International Emergency Economic Powers Act (50 U.S.C. 1702(b)(3)).

“Service-disabled veteran-owned small business concern”--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

“Small business concern” means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

“Small disadvantaged business concern”, consistent with 13 CFR 124.1002, means a small business concern under the size standard applicable to the acquisition, that--

(1) Is at least 51 percent unconditionally and directly owned (as defined at 13 CFR 124.105) by--

(i) One or more socially disadvantaged (as defined at 13 CFR 124.103) and economically disadvantaged (as defined at 13 CFR 124.104) individuals who are citizens of the United States; and

(ii) Each individual claiming economic disadvantage has a net worth not exceeding \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and

(2) The management and daily business operations of which are controlled (as defined at 13.CFR 124.106) by individuals, who meet the criteria in paragraphs (1)(i) and (ii) of this definition.

“Subsidiary” means an entity in which more than 50 percent of the entity is owned--

(1) Directly by a parent corporation; or

(2) Through another subsidiary of a parent corporation.

“Successor” means an entity that has replaced a predecessor by acquiring the assets and carrying out the affairs of the predecessor under a new name (often through acquisition or merger). The term

“successor” does not include new offices/divisions of the same company or a company that only changes its name. The extent of the responsibility of the successor for the liabilities of the predecessor may vary, depending on State law and specific circumstances.

“Veteran-owned small business concern” means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

“Women-owned business concern” means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more women.



“Women-owned small business concern” means a small business concern--

(1) That is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women; or

(2) Whose management and daily business operations are controlled by one or more women.

“Women-owned small business (WOSB) concern eligible under the WOSB Program (in accordance with 13 CFR part 127)”, means a small business concern that is at least 51 percent directly and unconditionally owned by, and the management and daily business operations of which are controlled by, one or more women who are citizens of the United States.

(b) (1) Annual Representations and Certifications. Any changes provided by the Offeror in paragraph (b)(2) of this provision do not automatically change the representations and certifications in SAM.

(2) The offeror has completed the annual representations and certifications electronically in SAM accessed through <http://www.sam.gov>. After reviewing SAM information, the Offeror verifies by submission of this offer that the representations and certifications currently posted electronically at FAR 52.212-3, Offeror Representations and Certifications--Commercial Items, have been entered or updated in the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard(s) applicable to the NAICS code(s) referenced for this solicitation), at the time this offer is submitted and are incorporated in this offer by reference (see FAR 4.1201), except for paragraphs \_\_\_\_.

[Offeror to identify the applicable paragraphs at (c) through (v) of this provision that the offeror has completed for the purposes of this solicitation only, if any.

These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted electronically on SAM.]

(c) Offerors must complete the following representations when the resulting contract will be performed in the United States or its outlying areas. Check all that apply.

(1) Small business concern. The offeror represents as part of its offer that it ( \_\_\_\_ ) is, ( \_\_\_\_ ) is not a small business concern.

(2) Veteran-owned small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents as part of its offer that it ( \_\_\_\_ ) is, ( \_\_\_\_ ) is not a veteran-owned small business concern.

(3) Service-disabled veteran-owned small business concern. (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (c)(2) of this provision.) The offeror represents as part of its offer that it ( \_\_\_\_ ) is, ( \_\_\_\_ ) is not a service-disabled veteran-owned small business concern.

(4) Small disadvantaged business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents that it ( \_\_\_\_ ) is, ( \_\_\_\_ ) is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

(5) Women-owned small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents that it ( \_\_\_\_ ) is, ( \_\_\_\_ ) is not a women-owned small business concern.

(6) WOSB concern eligible under the WOSB Program. [Complete only if the offeror represented itself as a women-owned small business concern in paragraph (c)(5) of this provision.] The offeror represents that--

(i) It [ ☐ ] is, [ ☐ ] is not a WOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [ ☐ ] is, [ ☐ ] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(6)(i) of this provision is accurate for each WOSB concern eligible under the WOSB Program participating in the joint venture. [The offeror shall enter the name or names of the WOSB concern eligible under the WOSB Program and other small businesses that are participating in the joint venture: \_\_\_\_ .] Each WOSB concern eligible under the WOSB Program participating in the joint venture shall submit a separate signed copy of the WOSB representation.

(7) Economically disadvantaged women-owned small business (EDWOSB) concern. [Complete only if the offeror represented itself as a WOSB concern eligible under the WOSB Program in (c)(6) of this provision.] The offeror represents that--

(i) It [ ☐ ] is, [ ☐ ] is not an EDWOSB concern, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [ ☐ ] is, [ ☐ ] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (c)(7)(i) of this provision is accurate for each EDWOSB concern participating in the joint venture. [The offeror shall enter the name or names of the EDWOSB concern and other small businesses that are participating in the joint venture: \_\_\_\_ -.] Each EDWOSB concern participating in the joint venture shall submit a separate signed copy of the EDWOSB representation.

**Note:** Complete paragraphs (c)(8) and (c)(9) only if this solicitation is expected to exceed the simplified acquisition threshold.

(8) Women-owned business concern (other than small business concern). (Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents that it ( ☐ ) is, a women-owned business concern.

(9) Tie bid priority for labor surplus area concerns. If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

\_\_\_\_\_

(10) HUBZone small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents, as part of its offer, that--

(i) It [ ☐ ] is, [ ☐ ] is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material changes in ownership and control, principal office, or HUBZone employee percentage have occurred since it was certified in accordance with 13 CFR Part 126; and

(ii) It [ ☐ ] is, [ ☐ ] is not a HUBZone joint venture that complies with the requirements of 13 CFR Part 126, and the representation in paragraph (c)(10)(i) of this provision is accurate for each HUBZone small business concern participating in the HUBZone joint venture. [The offeror shall enter the names of each of the HUBZone small business concerns participating in the HUBZone joint venture: \_\_\_\_ .] Each HUBZone small business concern participating in the HUBZone joint venture shall submit a separate signed copy of the HUBZone representation.

(d) Certifications and representations required to implement provisions of Executive Order 11246--

(1) Previous Contracts and Compliance. The offeror represents that--

(i) It ( ☐ ) has, ( ☐ ) has not, participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the and

(ii) It ( ☐ ) has, ( ☐ ) has not, filed all required compliance reports.

(2) Affirmative Action Compliance. The offeror represents that--

(i) It ( ☐ ) has developed and has on file, ( ☐ ) has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR Subparts 60-1 and 60-2), or

(ii) It ( ☐ ) has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) Certification Regarding Payments to Influence Federal Transactions (31 U.S.C. 1352). (Applies only if the contract is expected to exceed \$150,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract. If any registrants under the Lobbying Disclosure Act of 1995 have made a lobbying contact on behalf of the offeror with respect to this contract, the offeror shall complete and submit, with its offer, OMB Standard Form LLL, Disclosure of Lobbying Activities, to provide the name of the registrants. The offeror need not report regularly employed officers or employees of the offeror to whom payments of reasonable compensation were made.

(f) Buy American Certificate. (Applies only if the clause at Federal Acquisition Regulation (FAR) 52.225-1, Buy American --Supplies, is included in this solicitation.)

(1) The offeror certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product and that for other than COTS items, the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products, i.e., an end product that is not a COTS item and does not meet the component test in paragraph (2) of the definition of "domestic end product." The terms "commercially available off-the-shelf (COTS) item," "component," "domestic end product," "end product," "foreign end product," and "United States" are defined in the clause of this solicitation entitled "Buy American--Supplies."

(2) Foreign End Products:

Line Item No.	Country of Origin
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

(List as necessary)

(3) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(g)(1) Buy American--Free Trade Agreements--Israeli Trade Act Certificate. (Applies only if the clause at FAR 52.225-3, Buy American--Free Trade Agreements--Israeli Trade Act, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(1)(ii) or (g)(1)(iii) of this provision, is a domestic end product and that for other than COTS items, the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The terms "Bahrainian, Moroccan, Omani, Panamanian, or Peruvian end product," "commercially available off-the-shelf (COTS) item," "component," "domestic end product," "end product," "foreign end product," "Free Trade Agreement country," "Free Trade Agreement country end product," "Israeli end product," and "United States" are defined in the clause of this solicitation entitled "Buy American--Free Trade Agreements--Israeli Trade Act."

(ii) The offeror certifies that the following supplies are Free Trade Agreement country end products (other than Bahrainian, Moroccan, Omani, Panamanian, or Peruvian end products) or Israeli end products as defined in the clause of this solicitation entitled "Buy American--Free Trade Agreements--Israeli Trade Act":

Free Trade Agreement Country End Products (Other than Bahrainian, Moroccan, Omani, Panamanian, or Peruvian End Products) or Israeli End Products:

Line Item No.	Country of Origin
—	—
—	—
—	—

[List as necessary]

(iii) The offeror shall list those supplies that are foreign end products (other than those listed in paragraph (g)(1)(ii) of this provision) as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act." The offeror shall list as other foreign end products those end products manufactured in the United States that do not qualify as domestic end products, i.e., an end product that is not a COTS item and does not meet the component test in paragraph (2) of the definition of "domestic end product."

Other Foreign End Products:

Line Item No.	Country of Origin
—	—
—	—
—	—

[List as necessary]

(iv) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(2) *Buy American Act-Free Trade Agreements-Israeli Trade Act Certificate, Alternate I (Jan 2004)*. If Alternate I to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products as defined in the clause of this solicitation entitled "Buy American -Free Trade Agreements-Israeli Trade Act":

Canadian End Products:

Line Item No.
_____
_____
_____

[List as necessary]

(3) Buy American-Free Trade Agreements-Israeli Trade Act Certificate, Alternate II (Jan 2004). If Alternate II to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Canadian end products or Israeli end products as defined in the clause of this solicitation entitled "Buy American-Free Trade Agreements-Israeli Trade Act":

Canadian or Israeli End Products:

Line Item No.	Country of Origin
_____	_____
_____	_____
_____	_____

[List as necessary]

(4) Buy American--Free Trade Agreements--Israeli Trade Act Certificate, Alternate III. If Alternate III to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g)(1)(ii) The offeror certifies that the following supplies are Free Trade Agreement country end products (other than Bahrainian, Korean, Moroccan, Omani, Panamanian, or Peruvian end products) or Israeli end products as defined in the clause of this solicitation entitled "Buy American --Free Trade Agreements--Israeli Trade Act":

Free Trade Agreement Country End Products (Other than Bahrainian, Korean, Moroccan, Omani, Panamanian, or Peruvian End Products) or Israeli End Products:

Line Item No.	Country of Origin
_____	_____

___	___
___	___

[List as necessary]

(5) Trade Agreements Certificate. (Applies only if the clause at FAR 52.225-5, Trade Agreements, is included in this solicitation.)

(i) The offeror certifies that each end product, except those listed in paragraph (g)(5)(ii) of this provision, is a U.S.-made or designated country end product, as defined in the clause of this solicitation entitled "Trade Agreements".

(ii) The offeror shall list as other end products those end products that are not U.S.-made or designated country end products.

Other End Products:

Line Item No.	Country of Origin
___	___
___	___
___	___

[List as necessary]

(iii) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25. For line items covered by the WTO GPA, the Government will evaluate offers of U.S.-made or designated country end products without regard to the restrictions of the Buy American statute. The Government will consider for award only offers of U.S.-made or designated country end products unless the Contracting Officer determines that there are no offers for such products or that the offers for such products are insufficient to fulfill the requirements of the solicitation.

(h) *Certification Regarding Responsibility Matters (Executive Order 12689)*. (Applies only if the contract value is expected to exceed the simplified acquisition threshold.) The offeror certifies, to the best of its knowledge and belief, that the offeror and/or any of its principals--

(1) [ \_\_\_ ] Are, [ \_\_\_ ] are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) [ \_\_\_ ] Have, [ \_\_\_ ] have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and

(3) [ \_\_\_\_ ] Are, [ \_\_\_\_ ] are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses enumerated in paragraph (h)(2) of this clause; and

(4) [ \_\_\_\_ ] Have, [ \_\_\_\_ ] have not, within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,500 for which the liability remains unsatisfied.

(i) Taxes are considered delinquent if both of the following criteria apply:

(A) *The tax liability is finally determined.* The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(B) *The taxpayer is delinquent in making payment.* A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(ii) Examples.

(A) The taxpayer has received a statutory notice of deficiency, under I.R.C. §6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(B) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. §6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals Contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(C) The taxpayer has entered into an installment agreement pursuant to I.R.C. §6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(D) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. §362 (the Bankruptcy Code).

(i) Certification Regarding Knowledge of Child Labor for *Listed End Products (Executive Order 13126)*. [*The Contracting Officer must list in paragraph (i)(1) any end products being acquired under this solicitation that are included in the List of Products Requiring Contractor Certification as to Forced or Indentured Child Labor, unless excluded at [22.1503\(b\)](#).*]

(1) *Listed end products.*

Listed End Product	Listed Countries of Origin
--------------------	----------------------------

___	___
___	___
___	___

(2) *Certification.* [If the Contracting Officer has identified end products and countries of origin in paragraph (i)(1) of this provision, then the offeror must certify to either (i)(2)(i) or (i)(2)(ii) by checking the appropriate block.]

[ \_\_\_ ] (i) The offeror will not supply any end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product.

[ \_\_\_ ] (ii) The offeror may supply an end product listed in paragraph (i)(1) of this provision that was mined, produced, or manufactured in the corresponding country as listed for that product. The offeror certifies that it has made a good faith effort to determine whether forced or indentured child labor was used to mine, produce, or manufacture any such end product furnished under this contract. On the basis of those efforts, the offeror certifies that it is not aware of any such use of child labor.

(j) *Place of manufacture.* (Does not apply unless the solicitation is predominantly for the acquisition of manufactured end products.) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly—

(1) ( \_\_\_ ) In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or

(2) ( \_\_\_ ) Outside the United States.

(j) *Place of manufacture.* (Does not apply unless the solicitation is predominantly for the acquisition of manufactured end products.) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly--

(1) ( \_\_\_ ) In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or

(2) ( \_\_\_ ) Outside the United States.

(k) *Certificates regarding exemptions from the application of the Service Contract Labor Standards.* (Certification by the offeror as to its compliance with respect to the contract also constitutes its certification as to compliance by its subcontractor if it subcontracts out the exempt services.)

[The contracting officer is to check a box to indicate if paragraph (k)(1) or (k)(2) applies.]

[ \_\_\_ ] (1) Maintenance, calibration, or repair of certain equipment as described in FAR 22.1003-4(c)(1). The offeror ( \_\_\_ ) does ( \_\_\_ ) does not certify that—

(i) The items of equipment to be serviced under this contract are used regularly for other than Governmental purposes and are sold or traded by the offeror (or subcontractor in the case of an exempt subcontract) in substantial quantities to the general public in the course of normal business operations;

(ii) The services will be furnished at prices which are, or are based on, established catalog or market prices (see FAR 22.1003-4(c)(2)(ii)) for the maintenance, calibration, or repair of such equipment; and



(iii) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract will be the same as that used for these employees and equivalent employees servicing the same equipment of commercial customers.

[ \_\_\_\_ ] (2) Certain services as described in FAR 22.1003-4(d)(1). The offeror ( \_\_\_\_ ) does ( \_\_\_\_ ) does not certify that—

(i) The services under the contract are offered and sold regularly to non-Governmental customers, and are provided by the offeror (or subcontractor in the case of an exempt subcontract) to the general public in substantial quantities in the course of normal business operations;

(ii) The contract services will be furnished at prices that are, or are based on, established catalog or market prices (see FAR 22.1003-4(d)(2)(iii));

(iii) Each service employee who will perform the services under the contract will spend only a small portion of his or her time (a monthly average of less than 20 percent of the available hours on an annualized basis, or less than 20 percent of available hours during the contract period if the contract period is less than a month) servicing the Government contract; and

(iv) The compensation (wage and fringe benefits) plan for all service employees performing work under the contract is the same as that used for these employees and equivalent employees servicing commercial customers.

(3) If paragraph (k)(1) or (k)(2) of this clause applies—

(i) If the offeror does not certify to the conditions in paragraph (k)(1) or (k)(2) and the Contracting Officer did not attach a Service Contract Labor Standards wage determination to the solicitation, the offeror shall notify the Contracting Officer as soon as possible; and

(ii) The Contracting Officer may not make an award to the offeror if the offeror fails to execute the certification in paragraph (k)(1) or (k)(2) of this clause or to contact the Contracting Officer as required in paragraph (k)(3)(i) of this clause.

(l) Taxpayer Identification Number (TIN) (26 U.S.C. 6109, 31 U.S.C. 7701). (Not applicable if the offeror is required to provide this information to SAM to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (l)(3) through (l)(5) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(3) Taxpayer Identification Number (TIN).

( \_\_\_\_ ) TIN: -----.

( \_\_\_\_ ) TIN has been applied for.

( \_\_\_\_ ) TIN is not required because:

( \_\_\_\_ ) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

( \_\_\_\_ ) Offeror is an agency or instrumentality of a foreign government;

( \_\_\_\_ ) Offeror is an agency or instrumentality of the Federal Government.

(4) Type of organization.

( \_\_\_\_ ) Sole proprietorship;

( \_\_\_\_ ) Partnership;

( \_\_\_\_ ) Corporate entity (not tax-exempt);

( \_\_\_\_ ) Corporate entity (tax-exempt);

( \_\_\_\_ ) Government entity (Federal, State, or local);

( \_\_\_\_ ) Foreign government;

( \_\_\_\_ ) International organization per 26 CFR 1.6049-4;

( \_\_\_\_ ) Other -----.

(5) Common parent.

( \_\_\_\_ ) Offeror is not owned or controlled by a common parent;

( \_\_\_\_ ) Name and TIN of common parent:

Name - \_\_\_\_ .

TIN - \_\_\_\_ .

(m) Restricted business operations in Sudan. By submission of its offer, the offeror certifies that the offeror does not conduct any restricted business operations in Sudan.

(n) Prohibition on Contracting with Inverted Domestic Corporations—

(1) Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with either an inverted domestic corporation, or a subsidiary of an inverted domestic corporation, unless the exception at 9.108-2(b) applies or the requirement is waived in accordance with the procedures at 9.108-4.

(2) Representation. By submission of its offer, the offeror represents that--

(i) It is not an inverted domestic corporation; and

(ii) It is not a subsidiary of an inverted domestic corporation.

(o) Prohibition on contracting with entities engaging in certain activities or transactions relating to Iran.

(1) The offeror shall e-mail questions concerning sensitive technology to the Department of State at [CISADA106@state.gov](mailto:CISADA106@state.gov).

(2) *Representation and Certifications.* Unless a waiver is granted or an exception applies as provided in paragraph (o)(3) of this provision, by submission of its offer, the offeror—

(i) Represents, to the best of its knowledge and belief, that the offeror does not export any sensitive technology to the government of Iran or any entities or individuals owned or controlled by, or acting on behalf or at the direction of, the government of Iran;

(ii) Certifies that the offeror, or any person owned or controlled by the offeror, does not engage in any activities for which sanctions may be imposed under section 5 of the Iran Sanctions Act; and

(iii) Certifies that the offeror, and any person owned or controlled by the offeror, does not knowingly engage in any transaction that exceeds \$3,500 with Iran's Revolutionary Guard Corps or any of its officials, agents, or affiliates, the property and interests in property of which are blocked pursuant to the International Emergency Economic Powers Act (50 U.S.C. 1701 et seq.) (see OFAC's Specially Designated Nationals and Blocked Persons List at <https://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>).

(3) The representation and certification requirements of paragraph (o)(2) of this provision do not apply if—

(i) This solicitation includes a trade agreements certification (e.g., [52.212-3](#)(g) or a comparable agency provision); and

(ii) The offeror has certified that all the offered products to be supplied are designated country end products.

(p) *Ownership or Control of Offeror.* (Applies in all solicitations when there is a requirement to be registered in SAM or a requirement to have a unique entity identifier in the solicitation.

(1) The Offeror represents that it [ ☐ ] has or [ ☐ ] does not have an immediate owner. If the Offeror has more than one immediate owner (such as a joint venture), then the Offeror shall respond to paragraph (2) and if applicable, paragraph (3) of this provision for each participant in the joint venture.

(2) If the Offeror indicates “has” in paragraph (p)(1) of this provision, enter the following information:

Immediate owner CAGE code:

Immediate owner legal name:

(Do not use a “doing business as” name)

Is the immediate owner owned or controlled by another entity:

[ ☐ ] Yes or [ ☐ ] No.

(3) If the Offeror indicates “yes” in paragraph (p)(2) of this provision, indicating that the immediate owner is owned or controlled by another entity, then enter the following information:

Highest level owner CAGE code:

Highest level owner legal name:

(Do not use a “doing business as” name)

(q) *Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law.*

(1) As required by section 744 and 745 of Division E of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235), and similar provisions, if contained in subsequent appropriations acts, the Government will not enter into a contract with any corporation that—

(i) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless and agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government; or

(ii) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless an agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.

(2) The Offeror represents that--

(i) It is [ \_\_\_\_ ] is not [ \_\_\_\_ ] a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and

(ii) It is [ \_\_\_\_ ] is not [ \_\_\_\_ ] a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(r) Predecessor of Offeror. (Applies in all solicitations that include the provision at 52.204-16, Commercial and Government Entity Code Reporting.)

(1) The Offeror represents that it [ \_\_\_\_ ] is or [ \_\_\_\_ ] is not a successor to a predecessor that held a Federal contract or grant within the last three years.

(2) If the Offeror has indicated ``is" in paragraph (r)(1) of this provision, enter the following information for all predecessors that held a Federal contract or grant within the last three years (if more than one predecessor, list in reverse chronological order):

Predecessor CAGE code: \_\_\_\_ (or mark ``Unknown").

Predecessor legal name: \_\_\_\_ .

(Do not use a ``doing business as" name).

(t) Public Disclosure of Greenhouse Gas Emissions and Reduction Goals. Applies in all solicitations that require offerors to register in SAM (12.301(d)(1)).

(1) This representation shall be completed if the Offeror received \$7.5 million or more in contract awards in the prior Federal fiscal year. The representation is optional if the Offeror received less than \$7.5 million in Federal contract awards in the prior Federal fiscal year.

(2) Representation. [Offeror to check applicable block(s) in paragraph (t)(2)(i) and (ii)]. (i) The Offeror (itself or through its immediate owner or highest-level owner) [ \_\_\_\_ ] does, [ \_\_\_\_ ] does not publicly disclose greenhouse gas emissions, i.e., makes available on a publicly accessible Web site the results of a greenhouse gas inventory,

performed in accordance with an accounting standard with publicly available and consistently applied criteria, such as the Greenhouse Gas Protocol Corporate Standard.

(ii) The Offeror (itself or through its immediate owner or highest-level owner) [ \_\_\_\_ ] does, [ \_\_\_\_ ] does not publicly disclose a quantitative greenhouse gas emissions reduction goal, i.e., make available on a publicly accessible Web site a target to reduce absolute emissions or emissions intensity by a specific quantity or percentage.

(iii) A publicly accessible Web site includes the Offeror's own Web site or a recognized, third-party greenhouse gas emissions reporting program.

(3) If the Offeror checked ``does" in paragraphs (t)(2)(i) or (t)(2)(ii) of this provision, respectively, the Offeror shall provide the publicly accessible Web site(s) where greenhouse gas emissions and/or reduction goals are reported:

— .

(u)(1) In accordance with section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions), Government agencies are not permitted to use appropriated (or otherwise made available) funds for contracts with an entity that requires employees or subcontractors of such entity seeking to report waste, fraud, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

(2) The prohibition in paragraph (u)(1) of this provision does not contravene requirements applicable to Standard Form 312 (Classified Information Nondisclosure Agreement), Form 4414 (Sensitive Compartmented Information Nondisclosure Agreement), or any other form issued by a Federal department or agency governing the nondisclosure of classified information.

(3) Representation. By submission of its offer, the Offeror represents that it will not require its employees or subcontractors to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or subcontractors from lawfully reporting waste, fraud, or abuse related to the performance of a Government contract to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information (e.g., agency Office of the Inspector General).

(v) Covered Telecommunications Equipment or Services--Representation. Section 889(a)(1)(A) of Public Law 115-232.

(1) The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for ``covered telecommunications equipment or services".

(2) The Offeror represents that it [ ] does, [ ] does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

(End of provision)

(a) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (a) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records—Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(b)(1) Notwithstanding the requirements of any other clauses of this contract, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (b) (1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (OCT 2015) (41 U.S.C. 3509).

(ii) 52.203-19, Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements (JAN 2017) (section 743 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 113-235) and its successor provisions in subsequent appropriations acts (and as extended in continuing resolutions)).

(iii) 52.204-23, Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (Jul 2018) (Section 1634 of Pub. L. 115-91).

(iv) 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment. (AUG 2019) (Section 889(a)(1)(A) of Pub. L. 115-232).

(v) 52.219-8, Utilization of Small Business Concerns (OCT 2018) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$700,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(vi) 52.222-17, Nondisplacement of Qualified Workers (MAY 2014) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(vii) 52.222-21, Prohibition of Segregated Facilities (APR 2015).

(viii) 52.222-26, Equal Opportunity (SEP 2016) (E.O. 11246).

(ix) 52.222-35, Equal Opportunity for Veterans (OCT 2015) (38 U.S.C. 4212).

- (x) 52.222-36, Equal Opportunity for Workers with Disabilities (JUL 2014) (29 U.S.C. 793).
- (xi) 52.222-37, Employment Reports on Veterans (FEB 2016) (38 U.S.C. 4212).
- (xii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (DEC 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.
- (xiii) 52.222-41, Service Contract Labor Standards (AUG 2018) (41 U.S.C. chapter 67).
- (xiv)(A) 52.222-50, Combating Trafficking in Persons (Mar 2015) (22 U.S.C. chapter 78 and E.O. 13627).
- (B) Alternate I (Mar 2015) of 52.222-50 (22 U.S.C. chapter 78 and E.O. 13627).
- (xv) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (MAY 2014) (41 U.S.C. chapter 67).
- (xvi) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (MAY 2014) (41 U.S.C. chapter 67).
- (xvii) 52.222-54, Employment Eligibility Verification (OCT 2015) (E.O. 12989).
- (xviii) 52.222-55, Minimum Wages Under Executive Order 13658 (DEC 2015).
- (xix) 52.222-62 Paid Sick Leave Under Executive Order 13706 (JAN 2017) (E.O. 13706).
- (xx)(A) 52.224-3, Privacy Training (JAN 2017) (5 U.S.C. 552a).
- (B) Alternate I (JAN 2017) of 52.224-3.
- (xxi) 52.225-26, Contractors Performing Private Security Functions Outside the United States (OCT 2016) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).
- (xxii) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (MAY 2014) (42 U.S.C. 1792). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.
- (xxiii) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.
- (2) While not required, the contractor MAY include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.
- (End of clause)

#### 52.217-7 OPTION FOR INCREASED QUANTITY--SEPARATELY PRICED LINE ITEM (MAR 1989)

The Government may require the delivery of the numbered line item, identified in the Schedule as an option item, in

the quantity and at the price stated in the Schedule. The Contracting Officer may exercise the option by written notice to the Contractor within 0 days. Delivery of added items shall continue at the same rate that like items are called for under the contract, unless the parties otherwise agree.

(End of clause)

## 52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (MAR 2020)

(a) Definitions. As used in this clause--

Long-term contract means a contract of more than five years in duration, including options. However, the term does not include contracts that exceed five years in duration because the period of performance has been extended for a cumulative period not to exceed six months under the clause at 52.217-8, Option to Extend Services, or other appropriate authority.

Small business concern means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (d) of this clause. Such a concern is "not dominant in its field of operation" when it does not exercise a controlling or major influence on a national basis in a kind of business activity in which a number of business concerns are primarily engaged. In determining whether dominance exists, consideration shall be given to all appropriate factors, including volume of business, number of employees, financial resources, competitive status or position, ownership or control of materials, processes, patents, license agreements, facilities, sales territory, and nature of business activity.

(b) If the Contractor represented that it was any of the small business concerns identified in 19.000(a)(3) prior to award of this contract, the Contractor shall rerepresent its size and socioeconomic status according to paragraph (f) of this clause or, if applicable, paragraph (h) of this clause, upon occurrence of any of the following:

(1) Within 30 days after execution of a novation agreement or within 30 days after modification of the contract to include this clause, if the novation agreement was executed prior to inclusion of this clause in the contract.

(2) Within 30 days after a merger or acquisition that does not require a novation or within 30 days after modification of the contract to include this clause, if the merger or acquisition occurred prior to inclusion of this clause in the contract.

(3) For long-term contracts--

(i) Within 60 to 120 days prior to the end of the fifth year of the contract; and

(ii) Within 60 to 120 days prior to the date specified in the contract for exercising any option thereafter.

(c) If the Contractor represented that it was any of the small business concerns identified in 19.000(a)(3) prior to award of this contract, the Contractor shall rerepresent its size and socioeconomic status according to paragraph (f) of this clause or, if applicable, paragraph (h) of this clause, when the Contracting Officer explicitly requires it for an order issued under a multiple-award contract.

(d) The Contractor shall rerepresent its size status in accordance with the size standard in effect at the time of this rerepresentation that corresponds to the North American Industry Classification System (NAICS) code(s) assigned to this contract. The small business size standard corresponding to this NAICS code(s) can be found at <http://www.sba.gov/content/table-small-business-size-standards>.

(e) The small business size standard for a Contractor providing a product which it does not manufacture itself, for a contract other than a construction or service contract, is 500 employees.



(f) Except as provided in paragraph (h) of this clause, the Contractor shall make the representation(s) required by paragraph (b) and (c) of this clause by validating or updating all its representations in the Representations and Certifications section of the System for Award Management (SAM) and its other data in SAM, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall notify the contracting office in writing within the timeframes specified in paragraph (b) of this clause, or with its offer for an order (see paragraph (c) of this clause), that the data have been validated or updated, and provide the date of the validation or update.

(g) If the Contractor represented that it was other than a small business concern prior to award of this contract, the Contractor may, but is not required to, take the actions required by paragraphs (f) or (h) of this clause.

(h) If the Contractor does not have representations and certifications in SAM, or does not have a representation in SAM for the NAICS code applicable to this contract, the Contractor is required to complete the following rerepresentation and submit it to the contracting office, along with the contract number and the date on which the rerepresentation was completed:

(1) The Contractor represents that it [ ] is, [ ] is not a small business concern under NAICS Code 561720 assigned to contract number W912WJ20PXXXX.

(2) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [ ] is, [ ] is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [ ] is, [ ] is not a women-owned small business concern.

(4) Women-owned small business (WOSB) concern eligible under the WOSB Program. [Complete only if the Contractor represented itself as a women-owned small business concern in paragraph (h)(3) of this clause.] The Contractor represents that--

(i) It [ ] is, [ ] is not a WOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [ ] is, [ ] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (h)(4)(i) of this clause is accurate for each WOSB concern eligible under the WOSB Program participating in the joint venture.

[The Contractor shall enter the name or names of the WOSB concern eligible under the WOSB Program and other small businesses that are participating in the joint venture: .] Each WOSB concern eligible under the WOSB Program participating in the joint venture shall submit a separate signed copy of the WOSB representation.

(5) Economically disadvantaged women-owned small business (EDWOSB) concern. [Complete only if the Contractor represented itself as a women-owned small business concern eligible under the WOSB Program in (h)(4) of this clause.] The Contractor represents that--

(i) It [ ] is, [ ] is not an EDWOSB concern eligible under the WOSB Program, has provided all the required documents to the WOSB Repository, and no change in circumstances or adverse decisions have been issued that affects its eligibility; and

(ii) It [ ] is, [ ] is not a joint venture that complies with the requirements of 13 CFR part 127, and the representation in paragraph (h)(5)(i) of this clause is accurate for each EDWOSB concern participating in the joint venture. [The Contractor shall enter the name or names of the EDWOSB concern and other small

businesses that are participating in the joint venture: .] Each EDWOSB concern participating in the joint venture shall submit a separate signed copy of the EDWOSB representation.

(6) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that it [ ] is, [ ] is not a veteran-owned small business concern.

(7) [Complete only if the Contractor represented itself as a veteran-owned small business concern in paragraph (h)(6) of this clause.] The Contractor represents that it [ ] is, [ ] is not a service-disabled veteran-owned small business concern.

(8) [Complete only if the Contractor represented itself as a small business concern in paragraph (h)(1) of this clause.] The Contractor represents that--

(i) It [ ] is, [ ] is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material changes in ownership and control, principal office, or HUBZone employee percentage have occurred since it was certified in accordance with 13 CFR part 126; and

(ii) It [ ] is, [ ] is not a HUBZone joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (h)(8)(i) of this clause is accurate for each HUBZone small business concern participating in the HUBZone joint venture. [The Contractor shall enter the names of each of the HUBZone small business concerns participating in the HUBZone joint venture: .] Each HUBZone small business concern participating in the HUBZone joint venture shall submit a separate signed copy of the HUBZone representation.

[Contractor to sign and date and insert authorized signer's name and title.]

(End of clause)

#### 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

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

<https://www.acquisition.gov/>

(End of provision)

#### 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

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

<https://www.acquisition.gov/>

(End of clause)

#### 52.252-5 AUTHORIZED DEVIATIONS IN PROVISIONS (APR 1984)

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the provision.

(b) The use in this solicitation of any **DFARS** (48 CFR Chapter 2) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of provision)

#### 52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any **DFARS** (48 CFR Chapter 2) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

#### WAGE DETERMINATIONS

REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR  
THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION  
By direction of the Secretary of Labor | WAGE AND HOUR DIVISION

| WASHINGTON D.C. 20210

|

|

|

| Wage Determination No.: 2015-4047

Daniel W. Simms Division of | Revision No.: 13

Director Wage Determinations | Date Of Last Revision: 04/09/2020

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Note: Under Executive Order (EO) 13658 an hourly minimum

wage of \$10.80 for calendar year 2020 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1 2015. If this contract is covered by the EO the contractor must pay all workers in any classification listed on this wage determination at least \$10.80 per hour (or the applicable wage rate listed on this wage determination if it is higher) for all hours spent performing on the contract in calendar year 2020. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

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This wage determination is applicable in the following towns and cities in the state of Massachusetts:

BRISTOL COUNTY - Mansfield

ESSEX COUNTY - Lynnfield

MIDDLESEX COUNTY - Acton Arlington Bedford Belmont Boxborough Burlington  
Cambridge Carlisle Concord Everett Lexington Lincoln Malden Maynard  
Medford Melrose Newton North Reading Reading Sherborn Somerville  
Stoneham Stow Wakefield Waltham Watertown Wayland Weston Wilmington  
Winchester Woburn

NORFOLK COUNTY - Braintree Brookline Canton Cohasset Dedham Dover  
Foxborough Franklin Holbrook Medfield Medway Millis Milton Needham  
Norfolk Norwood Quincy Randolph Sharon Stoughton Walpole Wellesley  
Westwood Weymouth Wrentham

PLYMOUTH COUNTY - Carver Duxbury Hanover Hingham Hull Kingston  
Marshfield Norwell Pembroke Plymouth Plympton Rockland Scituate

SUFFOLK COUNTY - Boston Chelsea Revere Winthrop

WORCESTER COUNTY - Berlin Bolton

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**\*\*Fringe Benefits Required Follow the Occupational Listing\*\***

OCCUPATION CODE - TITLE

FOOTNOTE

RATE

01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I	19.06	
01012 - Accounting Clerk II	21.40	
01013 - Accounting Clerk III	23.95	
01020 - Administrative Assistant	30.57	
01035 - Court Reporter	25.25	
01041 - Customer Service Representative I		16.81
01042 - Customer Service Representative II		18.91
01043 - Customer Service Representative III		20.64
01051 - Data Entry Operator I	17.37	
01052 - Data Entry Operator II	18.95	
01060 - Dispatcher Motor Vehicle	21.26	
01070 - Document Preparation Clerk	18.84	
01090 - Duplicating Machine Operator	18.84	
01111 - General Clerk I	15.19	
01112 - General Clerk II	16.58	
01113 - General Clerk III	18.61	
01120 - Housing Referral Assistant	23.44	
01141 - Messenger Courier	16.42	
01191 - Order Clerk I	18.82	
01192 - Order Clerk II	20.54	
01261 - Personnel Assistant (Employment) I		18.59
01262 - Personnel Assistant (Employment) II		20.80
01263 - Personnel Assistant (Employment) III		23.19
01270 - Production Control Clerk	27.47	
01290 - Rental Clerk	17.41	
01300 - Scheduler Maintenance	18.80	
01311 - Secretary I	18.80	
01312 - Secretary II	21.03	
01313 - Secretary III	23.44	
01320 - Service Order Dispatcher	19.00	
01410 - Supply Technician	30.57	
01420 - Survey Worker	20.34	
01460 - Switchboard Operator/Receptionist		15.74
01531 - Travel Clerk I	18.36	
01532 - Travel Clerk II	19.86	
01533 - Travel Clerk III	21.41	
01611 - Word Processor I	18.85	
01612 - Word Processor II	21.16	
01613 - Word Processor III	23.68	
05000 - Automotive Service Occupations		
05005 - Automobile Body Repairer Fiberglass		25.21
05010 - Automotive Electrician	22.60	
05040 - Automotive Glass Installer	21.60	
05070 - Automotive Worker	21.60	
05110 - Mobile Equipment Servicer	19.58	
05130 - Motor Equipment Metal Mechanic		23.59

05160 - Motor Equipment Metal Worker	21.60
05190 - Motor Vehicle Mechanic	23.59
05220 - Motor Vehicle Mechanic Helper	18.40
05250 - Motor Vehicle Upholstery Worker	20.59
05280 - Motor Vehicle Wrecker	21.60
05310 - Painter Automotive	22.60
05340 - Radiator Repair Specialist	21.60
05370 - Tire Repairer	15.08
05400 - Transmission Repair Specialist	23.59
07000 - Food Preparation And Service Occupations	
07010 - Baker	14.78
07041 - Cook I	18.23
07042 - Cook II	20.12
07070 - Dishwasher	13.72
07130 - Food Service Worker	14.28
07210 - Meat Cutter	21.77
07260 - Waiter/Waitress	13.81
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.05
09040 - Furniture Handler	15.90
09080 - Furniture Refinisher	20.88
09090 - Furniture Refinisher Helper	16.86
09110 - Furniture Repairer Minor	18.98
09130 - Upholsterer	20.46
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	13.92
11060 - Elevator Operator	15.52
11090 - Gardener	22.54
11122 - Housekeeping Aide	17.16
11150 - Janitor	17.16
11210 - Laborer Grounds Maintenance	18.25
11240 - Maid or Houseman	15.71
11260 - Pruner	16.78
11270 - Tractor Operator	21.20
11330 - Trail Maintenance Worker	18.25
11360 - Window Cleaner	18.67
12000 - Health Occupations	
12010 - Ambulance Driver	20.41
12011 - Breath Alcohol Technician	25.57
12012 - Certified Occupational Therapist Assistant	30.96
12015 - Certified Physical Therapist Assistant	32.52
12020 - Dental Assistant	23.99
12025 - Dental Hygienist	47.23
12030 - EKG Technician	38.43
12035 - Electroneurodiagnostic Technologist	38.43
12040 - Emergency Medical Technician	20.41
12071 - Licensed Practical Nurse I	22.85

12072 - Licensed Practical Nurse II	25.57	
12073 - Licensed Practical Nurse III	28.51	
12100 - Medical Assistant	20.00	
12130 - Medical Laboratory Technician	25.84	
12160 - Medical Record Clerk	21.29	
12190 - Medical Record Technician	26.20	
12195 - Medical Transcriptionist	23.14	
12210 - Nuclear Medicine Technologist	40.69	
12221 - Nursing Assistant I	12.77	
12222 - Nursing Assistant II	14.37	
12223 - Nursing Assistant III	15.68	
12224 - Nursing Assistant IV	17.60	
12235 - Optical Dispenser	30.02	
12236 - Optical Technician	19.18	
12250 - Pharmacy Technician	20.80	
12280 - Phlebotomist	19.02	
12305 - Radiologic Technologist	36.56	
12311 - Registered Nurse I	31.18	
12312 - Registered Nurse II	40.19	
12313 - Registered Nurse II Specialist	40.19	
12314 - Registered Nurse III	48.63	
12315 - Registered Nurse III Anesthetist	48.63	
12316 - Registered Nurse IV	58.29	
12317 - Scheduler (Drug and Alcohol Testing)	31.35	
12320 - Substance Abuse Treatment Counselor	22.28	
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I	22.17	
13012 - Exhibits Specialist II	27.46	
13013 - Exhibits Specialist III	33.59	
13041 - Illustrator I	24.09	
13042 - Illustrator II	29.83	
13043 - Illustrator III	36.50	
13047 - Librarian	35.60	
13050 - Library Aide/Clerk	16.11	
13054 - Library Information Technology Systems Administrator	32.15	
13058 - Library Technician	23.72	
13061 - Media Specialist I	22.75	
13062 - Media Specialist II	24.72	
13063 - Media Specialist III	27.56	
13071 - Photographer I	18.65	
13072 - Photographer II	20.87	
13073 - Photographer III	25.85	
13074 - Photographer IV	30.00	
13075 - Photographer V	38.26	
13090 - Technical Order Library Clerk	20.23	
13110 - Video Teleconference Technician	27.40	

14000 - Information Technology Occupations		
14041 - Computer Operator I		19.71
14042 - Computer Operator II		22.05
14043 - Computer Operator III		24.58
14044 - Computer Operator IV		27.32
14045 - Computer Operator V		30.25
14071 - Computer Programmer I	(see 1)	25.98
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	
14150 - Peripheral Equipment Operator		19.71
14160 - Personal Computer Support Technician		27.32
14170 - System Support Specialist		38.57
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		35.72
15020 - Aircrew Training Devices Instructor (Rated)		43.22
15030 - Air Crew Training Devices Instructor (Pilot)		51.80
15050 - Computer Based Training Specialist / Instructor		35.72
15060 - Educational Technologist		36.83
15070 - Flight Instructor (Pilot)		51.80
15080 - Graphic Artist		31.80
15085 - Maintenance Test Pilot Fixed Jet/Prop		44.47
15086 - Maintenance Test Pilot Rotary Wing		44.47
15088 - Non-Maintenance Test/Co-Pilot		44.47
15090 - Technical Instructor		29.29
15095 - Technical Instructor/Course Developer		35.83
15110 - Test Proctor		23.65
15120 - Tutor		23.65
16000 - Laundry Dry-Cleaning Pressing And Related Occupations		
16010 - Assembler		13.78
16030 - Counter Attendant		13.78
16040 - Dry Cleaner		16.24
16070 - Finisher Flatwork Machine		13.78
16090 - Presser Hand		13.78
16110 - Presser Machine Drycleaning		13.78
16130 - Presser Machine Shirts		13.78
16160 - Presser Machine Wearing Apparel Laundry		13.78
16190 - Sewing Machine Operator		17.20
16220 - Tailor		17.95
16250 - Washer Machine		14.48
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		23.02
19040 - Tool And Die Maker		26.91
21000 - Materials Handling And Packing Occupations		



21020 - Forklift Operator	18.99	
21030 - Material Coordinator	27.47	
21040 - Material Expediter	27.47	
21050 - Material Handling Laborer	15.89	
21071 - Order Filler	17.06	
21080 - Production Line Worker (Food Processing)		18.99
21110 - Shipping Packer	18.80	
21130 - Shipping/Receiving Clerk	18.80	
21140 - Store Worker I	14.57	
21150 - Stock Clerk	18.75	
21210 - Tools And Parts Attendant	18.99	
21410 - Warehouse Specialist	18.99	
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder	36.54	
23019 - Aircraft Logs and Records Technician	30.34	
23021 - Aircraft Mechanic I	34.74	
23022 - Aircraft Mechanic II	36.54	
23023 - Aircraft Mechanic III	37.58	
23040 - Aircraft Mechanic Helper	27.10	
23050 - Aircraft Painter	33.27	
23060 - Aircraft Servicer	30.34	
23070 - Aircraft Survival Flight Equipment Technician		33.27
23080 - Aircraft Worker	31.81	
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I		31.81
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II		34.74
23110 - Appliance Mechanic	24.24	
23120 - Bicycle Repairer	17.00	
23125 - Cable Splicer	44.08	
23130 - Carpenter Maintenance	30.65	
23140 - Carpet Layer	35.29	
23160 - Electrician Maintenance	34.10	
23181 - Electronics Technician Maintenance I	27.20	
23182 - Electronics Technician Maintenance II	28.46	
23183 - Electronics Technician Maintenance III	29.71	
23260 - Fabric Worker	27.16	
23290 - Fire Alarm System Mechanic	32.85	
23310 - Fire Extinguisher Repairer	26.15	
23311 - Fuel Distribution System Mechanic	36.55	
23312 - Fuel Distribution System Operator	30.32	
23370 - General Maintenance Worker	23.59	
23380 - Ground Support Equipment Mechanic		34.74
23381 - Ground Support Equipment Servicer		30.34
23382 - Ground Support Equipment Worker		31.81
23391 - Gunsmith I	26.15	
23392 - Gunsmith II	28.86	

23393 - Gunsmith III	31.52	
23410 - Heating Ventilation And Air-Conditioning Mechanic		30.08
23411 - Heating Ventilation And Air Contidioning Mechanic (Research Facility)		31.29
23430 - Heavy Equipment Mechanic		31.10
23440 - Heavy Equipment Operator		34.81
23460 - Instrument Mechanic		27.54
23465 - Laboratory/Shelter Mechanic		30.19
23470 - Laborer	15.89	
23510 - Locksmith	25.63	
23530 - Machinery Maintenance Mechanic		28.83
23550 - Machinist Maintenance		25.63
23580 - Maintenance Trades Helper		19.59
23591 - Metrology Technician I		27.54
23592 - Metrology Technician II		28.65
23593 - Metrology Technician III		29.79
23640 - Millwright	30.81	
23710 - Office Appliance Repairer		25.51
23760 - Painter Maintenance		26.66
23790 - Pipefitter Maintenance		33.73
23810 - Plumber Maintenance		32.31
23820 - Pneudraulic Systems Mechanic		31.52
23850 - Rigger	25.30	
23870 - Scale Mechanic		28.86
23890 - Sheet-Metal Worker Maintenance		34.02
23910 - Small Engine Mechanic		23.18
23931 - Telecommunications Mechanic I		37.51
23932 - Telecommunications Mechanic II		39.56
23950 - Telephone Lineman		41.88
23960 - Welder Combination Maintenance		26.68
23965 - Well Driller	31.52	
23970 - Woodcraft Worker		31.52
23980 - Woodworker		26.15
24000 - Personal Needs Occupations		
24550 - Case Manager		15.78
24570 - Child Care Attendant		14.19
24580 - Child Care Center Clerk		17.60
24610 - Chore Aide	13.90	
24620 - Family Readiness And Support Services Coordinator		15.78
24630 - Homemaker		19.55
25000 - Plant And System Operations Occupations		
25010 - Boiler Tender		31.14
25040 - Sewage Plant Operator		28.31
25070 - Stationary Engineer		31.14
25190 - Ventilation Equipment Tender		24.29

25210 - Water Treatment Plant Operator	28.31
27000 - Protective Service Occupations	
27004 - Alarm Monitor	24.26
27007 - Baggage Inspector	16.78
27008 - Corrections Officer	34.42
27010 - Court Security Officer	32.67
27030 - Detection Dog Handler	18.95
27040 - Detention Officer	34.42
27070 - Firefighter	30.91
27101 - Guard I	16.78
27102 - Guard II	18.95
27131 - Police Officer I	32.08
27132 - Police Officer II	35.65
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	16.88
28042 - Carnival Equipment Repairer	17.95
28043 - Carnival Worker	13.36
28210 - Gate Attendant/Gate Tender	17.20
28310 - Lifeguard	13.45
28350 - Park Attendant (Aide)	19.25
28510 - Recreation Aide/Health Facility Attendant	14.04
28515 - Recreation Specialist	23.84
28630 - Sports Official	15.32
28690 - Swimming Pool Operator	19.81
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	27.51
29020 - Hatch Tender	27.51
29030 - Line Handler	27.51
29041 - Stevedore I	26.29
29042 - Stevedore II	29.25
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	44.42
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	30.63
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	33.73
30021 - Archeological Technician I	21.07
30022 - Archeological Technician II	23.57
30023 - Archeological Technician III	29.20
30030 - Cartographic Technician	29.20
30040 - Civil Engineering Technician	28.36
30051 - Cryogenic Technician I	29.93
30052 - Cryogenic Technician II	33.06
30061 - Drafter/CAD Operator I	21.07
30062 - Drafter/CAD Operator II	23.57
30063 - Drafter/CAD Operator III	26.27
30064 - Drafter/CAD Operator IV	32.34
30081 - Engineering Technician I	17.29
30082 - Engineering Technician II	19.42

30083 - Engineering Technician III	21.74	
30084 - Engineering Technician IV	26.93	
30085 - Engineering Technician V	32.93	
30086 - Engineering Technician VI	38.49	
30090 - Environmental Technician	29.02	
30095 - Evidence Control Specialist	27.03	
30210 - Laboratory Technician	27.31	
30221 - Latent Fingerprint Technician I	35.22	
30222 - Latent Fingerprint Technician II	38.92	
30240 - Mathematical Technician	29.20	
30361 - Paralegal/Legal Assistant I	20.44	
30362 - Paralegal/Legal Assistant II	25.32	
30363 - Paralegal/Legal Assistant III	30.97	
30364 - Paralegal/Legal Assistant IV	37.46	
30375 - Petroleum Supply Specialist	33.06	
30390 - Photo-Optics Technician	29.20	
30395 - Radiation Control Technician	33.06	
30461 - Technical Writer I	28.30	
30462 - Technical Writer II	34.62	
30463 - Technical Writer III	41.88	
30491 - Unexploded Ordnance (UXO) Technician I		28.23
30492 - Unexploded Ordnance (UXO) Technician II		34.15
30493 - Unexploded Ordnance (UXO) Technician III		40.93
30494 - Unexploded (UXO) Safety Escort	28.23	
30495 - Unexploded (UXO) Sweep Personnel	28.23	
30501 - Weather Forecaster I	32.34	
30502 - Weather Forecaster II	39.33	
30620 - Weather Observer Combined Upper Air Or	(see 2)	26.27
Surface Programs		
30621 - Weather Observer Senior	(see 2)	29.20
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot	34.15	
31020 - Bus Aide	18.66	
31030 - Bus Driver	24.27	
31043 - Driver Courier	18.02	
31260 - Parking and Lot Attendant	15.49	
31290 - Shuttle Bus Driver	19.16	
31310 - Taxi Driver	15.88	
31361 - Truckdriver Light	19.16	
31362 - Truckdriver Medium	20.17	
31363 - Truckdriver Heavy	25.42	
31364 - Truckdriver Tractor-Trailer	25.42	
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist	16.65	
99030 - Cashier	12.47	
99050 - Desk Clerk	14.22	
99095 - Embalmer	40.21	

99130 - Flight Follower	28.23
99251 - Laboratory Animal Caretaker I	19.09
99252 - Laboratory Animal Caretaker II	20.31
99260 - Marketing Analyst	34.51
99310 - Mortician	40.21
99410 - Pest Controller	23.48
99510 - Photofinishing Worker	17.95
99710 - Recycling Laborer	22.29
99711 - Recycling Specialist	25.89
99730 - Refuse Collector	20.49
99810 - Sales Clerk	13.61
99820 - School Crossing Guard	15.51
99830 - Survey Party Chief	31.00
99831 - Surveying Aide	20.51
99832 - Surveying Technician	28.19
99840 - Vending Machine Attendant	15.89
99841 - Vending Machine Repairer	18.68
99842 - Vending Machine Repairer Helper	15.89

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Note: Executive Order (EO) 13706 Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1 2017. If this contract is covered by the EO the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness injury or other health-related needs including preventive care; to assist a family member (or person who is like family to the employee) who is ill injured or has other health-related needs including preventive care; or for reasons resulting from or to assist a family member (or person who is like family to the employee) who is the victim of domestic violence sexual assault or stalking. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.54 per hour up to 40 hours per week or \$181.60 per week or \$786.93 per month

HEALTH & WELFARE EO 13706: \$4.22 per hour up to 40 hours per week or \$168.80 per week or \$731.47 per month\*

\*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706 Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor 3 weeks after 5 years and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor wherever employed and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day Martin Luther King Jr.'s Birthday Washington's Birthday Memorial Day Independence Day Labor Day Columbus Day Veterans' Day Thanksgiving Day and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b) this wage determination does not apply to any employee who individually qualifies as a bona fide executive administrative or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per

week) an hour would likely qualify as exempt computer professionals (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally because job titles vary widely and change quickly in the computer industry job titles are not determinative of the application of the computer professional exemption. Therefore the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

- (1) The application of systems analysis techniques and procedures including consulting with users to determine hardware software or system functional specifications;
- (2) The design development documentation analysis creation testing or modification of computer systems or programs including prototypes based on and related to user or system design specifications;
- (3) The design documentation testing creation or modification of computer programs related to machine operating systems; or
- (4) A combination of the aforementioned duties the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**\*\* HAZARDOUS PAY DIFFERENTIAL \*\***

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance explosives and incendiary materials. This includes work such as screening blending dying mixing and pressing of sensitive ordnance explosives and pyrotechnic compositions such as lead azide black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization modification renovation demolition and maintenance operations on sensitive ordnance explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with or in close proximity to ordnance (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands face or arms of the employee engaged in the operation irritation of the skin minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving unloading storage and hauling of ordnance explosive and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance explosives and incendiary material differential pay.

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract by the employer by the state or local law etc.) the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual



cost of the uniforms. In addition where uniform cleaning and maintenance is made the responsibility of the employee all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount or the furnishing of contrary affirmative proof as to the actual cost) reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However in those instances where the uniforms furnished are made of ""wash and wear"" materials may be routinely washed and dried with other personal garments and do not require any special treatment such as dry cleaning daily washing or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract by the contractor by law or by the nature of the work there is no requirement that employees be reimbursed for uniform maintenance costs.

**\*\* SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS \*\***

The duties of employees under job titles listed are those described in the ""Service Contract Act Directory of Occupations"" Fifth Edition (Revision 1) dated September 2015 unless otherwise indicated.

**\*\* REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE Standard Form 1444 (SF-1444) \*\***

**Conformance Process:**

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e. the work to be performed is not performed by any classification listed in the wage determination) be classified by the contractor so as to provide a reasonable relationship (i.e. appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification wage rate and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested

parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award the contractor prepares a written report listing in order the proposed classification title(s) a Federal grade equivalency (FGE) for each proposed classification(s) job description(s) and rationale for proposed wage rate(s) including information regarding the agreement or disagreement of the authorized representative of the employees involved or where there is no authorized representative the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action together with the agency's recommendations and pertinent information including the position of the contractor and the employees to the U.S. Department of Labor Wage and Hour Division for review (See 29 CFR 4.6(b)(2)(ii)).
- 4) Within 30 days of receipt the Wage and Hour Division approves modifies or disapproves the action via transmittal to the agency contracting officer or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request the ""Service Contract Act Directory of Occupations"" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember it is not the job title but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split combine or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).

# ACCIDENT PREVENTION PLAN

**Project Name**

**Contractor Name**

**Contract Number**

**Date**

Plan Preparer (Name, Title, Phone Number, & Signature):

Plan Approver (Name, Title, Phone Number, & Signature):

Plan Concurrence (Name, Title, Phone Number, & Signature):

## EMERGENCY PHONE NUMBERS AND MEDICAL FACILITY MAP

1. Map with Highlighted Route, Address, and Directions:

2. Emergency Phone Numbers:

<u>Contact</u>	<u>Phone Number</u>

### SIGNATURE SHEET

<u>Name</u>	<u>Signature</u>	<u>Date</u>	<u>Company</u>
1.			
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20.			

b. Background Information

1. Project Description and Definable Features of Work:

2. Anticipated High Risk Activities:

3. List of Equipment/Machinery to be Used Onsite:

4. Activities Hazard Analysis have been (or will be) submitted to the GDA for all the Definable Features of Work prior to initiating each phase.

c. Statement of Safety and Health Policy

1. \_\_\_\_\_ is committed to:
  - A. The safety, health, and well-being of each and every employee, to include subcontractors;
  - B. Requiring all employees to follow all aspects of the APP and additional company safety programs/policies;
  - C. Holding all managers and supervisors accountable for the safety performance and awareness of all employees under their direction;
  - D. Performing all aspects of this project in accordance with EM 385-1-1 and OSHA regulations;
  - E. Maintaining safe and healthful working conditions;
  - F. Providing all necessary protective equipment to ensure the safety and health of site employees, subcontractors, and the public;
  - G. Providing site workers with the information and training required to make them fully aware of known and suspected hazards that may be encountered;
  - H. Encouraging active involvement of employees at all levels, during the implementation and continuous improvement of the health and safety program.
  - I. Additional Safety Policy Information:



3. Contractor Safety Goals and Objectives:

4. Contractor Accident Experience (OSHA 300 forms, or equivalent) are available if requested by the GDA.

d. Responsibilities and Lines of Authority

1. The lines of authority for this project and at the corporate level are:  
(include names and titles)

2. \_\_\_\_\_ is the Site Safety and Health Officer (SSHO). He/she is responsible for enforcing the requirements of this APP for the duration of the project. The SSHO has the authority to immediately correct all areas of noncompliance and can stop work for unsafe environments.

3. \_\_\_\_\_ has submitted a 10 Hour OSHA card (or above), along with their related experience and other qualifications for review.
4. No work will be performed by \_\_\_\_\_ or any subcontractors unless the SSHO (or approved Alternate SSHO) is onsite.
5. If applicable, provide a list of Competent Persons (CPs) and their area of proficiency: Submit their trainings/qualifications for review.  
(Examples: Fall Protection, Excavation/Trenching, Confined Spaces, Scaffolding, Cranes/Rigging, etc.)
6. Policies and procedures regarding noncompliance with safety requirements. \_\_\_\_\_'s disciplinary actions for violation of safety requirements are:

e. Subcontractors and Suppliers:

1. \_\_\_\_\_ requires its subcontractors to work in a responsible and safe manner. Subcontractors for this project will be required to adhere to applicable requirements set forth in the EM 385-1-1 and this APP.

## 2. List of Anticipated Subcontractors (Name and Roles):

f. Training:

1. The following Safety and Occupational Health topics will be briefed to employees on their first day onsite, during the initial site safety orientation:
2. All employees, including subcontractors, have reviewed this APP during the safety orientation and have signed the included signature sheet.

3. The following are mandatory trainings and certifications applicable to this project: (Examples: Crane Operators, CDL, Diver, SPRAT, etc.)

4. All site personnel have been briefed on the sites emergency response procedures. This includes but is not limited to:

A. Emergency Responsibilities, Communications, & Procedures:

B. Rally point(s):

C. Emergency Phone Numbers (Refer to Page 2 of the APP)

D. Locations of emergency equipment:

E. A map to closest medical facility is included with the APP.

F. Additional Emergency Information:

5. First Aid/CPR certificates, in accordance with EM 385-1-1 Section 03.A.02, have been submitted for two onsite employees:

a. \_\_\_\_\_ b. \_\_\_\_\_

6. Safety meetings/toolbox talks will be held by the SSHO/Competent Person: \_\_\_\_\_, on a weekly basis or at the beginning of each new phase of work (whichever is sooner). Minutes will be documented and will include: attendee's names, meeting duration, and topics discussed.

g. Safety and Health Inspections:

1. Daily safety and health inspections will be performed in accordance with EM 385-1-1, Section 01.A.13. These inspections will be conducted by the SSHO/Competent Person: \_\_\_\_\_. All inspections must be documented and any deficiencies that cannot be immediately corrected will be tracked on the deficiency log below, or equivalent.

2. List any anticipated external inspections (EPA, OSHA, State, other Federal Agencies, etc.):

3. Deficiency Log/Corrective Actions:

Date Found   Date Corrected

h. Mishap Reporting and Investigation:

1. \_\_\_\_\_ is responsible for reporting the exposure data (man-hours worked) to the GDA no later than close of business on the 5<sup>th</sup> calendar day of the following month.
2. All accidents and near misses will be investigated by the Contractor. All work-related recordable injuries, illnesses and property damage accidents (excluding on-the-road vehicle accidents), in which the property damage exceeds \$5,000.00, will be verbally reported to the GDA within 4 hours of the incident. Serious accidents as described in EM 385-1-1 Section 01.D shall be immediately reported to the GDA. ENG Form 3394 shall be completed and submitted to the GDA within five working days of the incident.
3. \_\_\_\_\_ is responsible for completing the accident notifications, investigations, and reports.

i. Plans, Programs, and Procedures:

1. Additional site-specific plans (listed in EM 385-1-1, Appendix A, Section i) are required to be included as amendments to this APP. Only the plans applicable to the work being performed are required to be submitted. A few common plans include but are not limited to:
  - A. Fall Protection and Prevention
  - B. Excavation/Trenching
  - C. Tree Felling and Maintenance
  - D. Confined Space Entry
  - E. Rope Access Work
  - F. Hazardous Energy Control (Lockout/Tagout)
  - G. Crane/Load Handling Equipment
  - H. Lead Compliance
  - I. Asbestos Abatement
  - J. Hazard Communication

Other Remarks:

# Emergency Action Plan for Minor Contracts

**Project Name**

**Contractor Name**

**Contract Number**

**Date**

Competent Person (Name, Title, Phone Number, & Signature):



## EMERGENCY PHONE NUMBERS AND MEDICAL FACILITY MAP

1. Map with Highlighted Route, Address, and Directions:

2. Emergency Phone Numbers:

<u>Contact</u>	<u>Phone Number</u>

CONTRACTOR EMPLOYEE SIGNATURE SHEET

<u>Name</u>	<u>Signature</u>	<u>Date</u>	<u>Company</u>
1.			
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10.			

3. First Aid/CPR certificates, meeting the requirements of EM 385-1-1 Section 03.A.02, have been submitted for two onsite employees:

a.

b.

4. Other site specific remarks:

5. Deficiency Log/Corrective Actions:

Date Found   Date Corrected

6. Mishap Reporting and Investigation:

- a. \_\_\_\_\_ is responsible for reporting the exposure data (man-hours worked) to the GDA no later than close of business on the 5<sup>th</sup> calendar day of the following month.
  
- b. All accidents and near misses will be investigated by the Contractor. All work-related recordable injuries, illnesses and property damage accidents (excluding on-the-road vehicle accidents), in which the property damage exceeds \$5,000.00, will be verbally reported to the GDA within 4 hours of the incident. Serious accidents as described in EM 385-1-1 Section 01.D shall be immediately reported to the GDA. ENG Form 3394 shall be completed and submitted to the GDA within five working days of the incident.
  
- c. \_\_\_\_\_ is responsible for completing the accident notifications, investigations, and reports.

**\*\*Attach site-specific and applicable AHA's to this form\*\***

# ACTIVITY HAZARDS ANALYSIS

Print Form

Overall Risk Assessment Code (RAC)  
(Use highest code)

Date:  Project:

Activity:

Activity Location:

Prepared By:

## Risk Assessment Code Matrix

E = Extremely High Risk  
H = High Risk  
M = Moderate Risk  
L = Low Risk

	Probability				
	Frequent	Likely	Occasional	Seldom	Unlikely
Severity	E	E	H	H	M
	E	H	H	M	L
	H	M	M	L	L
	M	L	L	L	L

Add Identified Hazards

	JOB STEPS	HAZARDS	ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS	RAC
X				
X				
X				
X				
X				

Add Items

	EQUIPMENT	TRAINING	INSPECTION
X			
X			
X			
X			
X			
X			
X			

USACE PRIME CONTRACTOR
Monthly Record of Work-Related Injuries/Illnesses & Exposure

In accordance with the provisions of EM 385-1-1, Section 01 Program Management, Paragraph 01.D Accident Reporting and Recording, sub-paragraphs 01.D.05, you (the Prime Contractor) shall provide a monthly record of all exposure and accident experience incidental to the work (this includes exposure and accident experience of the Prime Contractor and its sub-contractor(s). As a minimum , these records shall include exposure work hours and a record of occupational injuries and illnesses that include the data elements listed below. Definitional criteria for each data element is found in 29 CFR Part 1904. If the maintenance of OSHA 300 Logs are required by OSHA, most of this information can be obtained from those logs. If data on log provided below is revised after it is submitted to USACE, Contractor shall provide a revised report to the GDA. You must complete the USACE ENG Form 3394, Report of Accident Investigation Report for all recordable accidents. If you're not sure whether a case is recordable, call your local Safety and Occupational Health Office for help.

USACE Command
Contractor Name
Contract Number
Project Title
City
State
USACE Office Overseeing Work:

Table with 6 main columns: Identify the person, Describe The Case, and Classify the case. The Classify the case section includes sub-columns for Death, Days away from work, Remained at work, On job transfer or restriction, Away from work, and various injury types (Injury, Skin Disorder, Respiratory Condition, Poisoning, Hearing Loss, All other illnesses).

For Government Use Only
TYPE OF WORK ACTIVITY (Choose One):
Construction, Opn & Main., Eng. Services, Dredging, Rsch. & Dev., Emerg. Opns., Other
Environmental Remed., Superfund, FUDS, IRP, FUSRAP, Ordinance/Expl. Cleanup, Environmental Other
Type of Contract (Choose One):
Civil Works, Military Programs, Other

0 0 0 0 0 0 0 0 0 0 0 0
Exposure Hours
Month
Year to Date
Certification of Record
Name of Person
Submit. Record
Signature
Date