AWARD/CONTRACT

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350) | RATING | PAGE 1 | 28

2. CONTRACT (Proc. Inst. Ident.) NO. DTFA-02-01-D-01850

3. EFFECTIVE DATE 11/6/00

4. REQUISITION/PURCHASE REQUEST/PROJECT NO. 0009378

5. ISSUED BY CODE
FAA, NAS Acquisition Contracting Team (AMQ-210)
6500 South MacArthur Boulevard
P.O. Box 25082
Oklahoma City, OK 73125-4929

6. ADMINISTERED BY (If other than Item 5) CODE
FAA, NAS Acquisition Contract Mgmt. Team (AMQ-240)
6500 South MacArthur Boulevard
P.O. Box 25082
Oklahoma City, OK 73125-4929

7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, State and ZIP Code)
DCT, Incorporated
P.O.Box 1853
501 E. Cherokee
McAlester, OK 74502

CODE | FACILITY CODE

8. DELIVERY
See Clause F.2 of contract
☐ FOB ORIGIN ☒ OTHER (See below)

9. DISCOUNT FOR PROMPT PAYMENT
Net 30

10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN: ITEM BLOCK 12.

11. SHIP TO/MARK FOR CODE
FAA/MM Aeronautical Center AMP-300
6500 S. MacArthur Blvd., P. O. Box 25082
Oklahoma City, OK 73169

12. PAYMENT WILL BE MADE BY: CODE
FAA, Financial Operations Division (AMZ-100)
P.O. Box 25710
Oklahoma City, OK 73125-4913 (405) 954-4304

13 RESERVED

14. ACCOUNTING AND APPROPRIATION DATA
To be shown on delivery order(s) issued hereunder.

15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT

Accepted as to Line Item Nos. 1, 2, 3, 4, and 5, Basic Contract Term of Part I, Section B. This document hereby incorporates changes/corrections to the RFO and Statement of Work pursuant to Amendments A001 and A002 of the RFO. The estimated amount shown at Block 15G below is based on a contract effective date of November 4, 2000, as adjusted pursuant to F.4, Contract Price Adjustment Resulting from Change to Contract Period.

ESTIMATED
15G. TOTAL AMOUNT OF CONTRACT $2,165,504.94

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CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE

17. x CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return 1 copies to issuing office.)
Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)

18. AWARD (Contractor is not required to sign this doc.) Your offer on Solicitation Number DTFA-02-00-D-01850, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.

19A. NAME AND TITLE OF SIGNER (Type or print)
Cheryl Bernardi, President

20A. NAME OF CONTRACTING OFFICER
PHYLLIS TOWNSLEY

19B. NAME OF CONTRACTOR
BY Cheryl Bernardi
(Signature of person authorized to sign)

19C. DATE SIGNED 10/30/00

20B. UNITED STATES OF AMERICA
BY Phyllis Townsley
(Signature of Contracting Officer)

20C. DATE SIGNED 11-6-00

CONTINUATION SHEET

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$124,996.85	$1,499,962.20
	(c) Second Option Year (Third Year)	12	MO	$125,444.10	$1,505,293.20
	(d) Third Option Year (Fourth Year)	12	MO	$125,508.65	$1,506,103.80
	(e) Fourth Option Year (Fifth Year)	12	MO	$127,640.99	$1,531,691.88
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 28,280.76	$ 339,369.12
	(c) Second Option Year (Third Year)	12	MO	$ 28,332.26	$ 339,987.12
	(d) Third Option Year (Fourth Year)	12	MO	$ 28,280.76	$ 339,369.12
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 28,332.26	$ 339,987.12
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 14,298.25	$ 171,579.00
	(c) Second Option Year (Third Year)	12	MO	$ 14,321.65	$ 171,859.80
	(d) Third Option Year (Fourth Year)	12	MO	$ 14,298.25	$ 171,579.00
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 14,526.46	$ 174,317.52

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 19.16	$ 2,874.00
(c) Second Option Year (Third Year)	150	HRS	$ 19.16	$ 2,874.00
(d) Third Option Year (Fourth Year)	150	HRS	$ 19.16	$ 2,874.00
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 19.16	$ 2,874.00

5. Transition Period (Reference Clauses F.1 and H.1)	Quantity		Amount
	1	JOB	$ 15,429.47

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, and 5 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

PART I - SECTION C - DESCRIPTION/SPECS/WORK STATEMENT

C.1 SCOPE OF WORK

The contractor shall provide the services as referenced in Section B in accordance with the Statement of Work for the Federal Aviation Administration, Mike Monroney Aeronautical Center, Security Guard Service (SOW), dated February 2000, and listed as Attachment 1 in Part III - Section J, List of Attachments, and the terms, conditions and provisions included herein.

C.2 DEFINITIONS

(a) Hourly Composite Rate includes direct and indirect labor, indirect material, overhead and profit. Payment under the applicable item will be computed by multiplying the Direct Labor Hours expended by the Hourly Composite Rate. The amounts payable for fractional parts of an hour may be prorated by fractions or increments not less than one-tenth (1/10) of one hour.

(b) Additional definitions/acronyms relating to required services are listed on page viii through x of the Statement of Work.

PART I - SECTION D - PACKAGING AND MARKING

NOT APPLICABLE

PART I - SECTION E - INSPECTION AND ACCEPTANCE

E.1 INSPECTION AND ACCEPTANCE

Inspection and acceptance of the services performed under this contract shall be at destination, Mike Monroney Aeronautical Center, 6500 South MacArthur Boulevard, Oklahoma City, Oklahoma.

3.1-1 Clauses and Provisions Incorporated by Reference (June 1999)
This screening information request (SIR) or contract, as applicable, incorporates by reference one or more provisions or clauses with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make the full text available, or offerors and contractors may obtain the full text via Internet at: http://fast.faa.gov (on this web page, select "toolsets", then "procurement toolbox").

3.10.4-4 Inspection of Services— Fixed-Price & Cost Reimbursement (April 1996)
3.10.4-5 Inspection--Time-and-Material and Labor-Hour (April 1996)

PART I - SECTION F - DELIVERIES OR PERFORMANCE

F.1 TRANSITION AND PERIOD OF PERFORMANCE

This contract includes a 60-day transition period tentatively scheduled to begin November 1, 2000, followed by the base year performance starting January 1, 2001, and continuing for 365 days thereafter. The base year is followed by four 1-year option periods to be exercised at the sole discretion of the Government. In the event award is not made sufficiently in advance to provide the stated transition time prior to November 1, 2000, the beginning and ending dates for the base year performance will be adjusted accordingly.

F.2 PLACE OF PERFORMANCE/DELIVERIES

(a) Principal place of performance shall be at the Mike Monroney Aeronautical Center, 6500 South MacArthur Boulevard, Oklahoma City, OK 73169 (Mail: P.O.Box 25082, Oklahoma City, OK 73125).

(b) All data and/or reports shall be delivered as specified in the Statement of work, Sections C.2.19, Monthly Personnel Reporting Requirements, and C.3.12, Data and/or Reports.

F.3 AUTHORIZED PERFORMANCE (JAN 1997) CLA.0168

The execution of a contract shall not constitute authority for the contractor to commence performance. Performance shall be ordered by the issuance of a formal delivery order by an authorized Contracting Officer of the Mike Monroney Aeronautical Center. Orders issued orally or by written telecommunications shall reference a formal delivery order number and shall be confirmed by issuance of the formal delivery order.

F.4 CONTRACT PRICE ADJUSTMENT RESULTING FROM CHANGE TO CONTRACT PERIOD

Should a contract be awarded with an effective date later than November 1, 2000, the contract price for the month would be adjusted/prorated based on the total number of days remaining in the contract month. For example, a contract award based on an effective start date of November 15, 2000, would result in an adjusted contract price based on the actual contract monthly dollar amount for contract line item 5 divided by 61 days multiplied by the number of days (46) remaining in the contract month.

3.1-1 Clauses and Provisions Incorporated by Reference (June 1999)

This screening information request (SIR) or contract, as applicable, incorporates by reference one or more provisions or clauses with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make the full text available, or offerors and contractors may obtain the full text via Internet at: http://fast.faa.gov (on this web page, select "toolsets", then "procurement toolbox").

3.10.1-9 Stop-Work Order (October 1996)
3.10.1-11 Government Delay of Work (April 1996)

PART I - SECTION G - CONTRACT ADMINISTRATION DATA

G.1 GOVERNMENT-FURNISHED PROPERTY

As specified in Section C.4, Government-Furnished Property and Services, of the Statement of Work, Government-furnished property will be provided to the contractor for use in the performance of this contract. An inventory of the Government-furnished property is provided and listed as Technical Exhibit Two to Statement of Work. The Contractor's Guide for Control of Government Property is available on the internet at http://fast.faa.gov.

G.2 INVOICING PROCEDURES - GENERAL (JUL 1997) CLA.0135

(a) In addition to the requirements set forth at AMS Clause 3.3.1-17, Prompt Payment, for the submission of a proper invoice, the contractor shall submit a separate invoice for (1) each month of performance of services, or (2) those items of supplies furnished, as follows:

(1) The original to: FAA, Mike Monroney Aeronautical Center
Financial Operations Division (AMZ-100)
P.O. Box 25710
Oklahoma City, OK 73125-4913

(2) Two copies to: FAA, Mike Monroney Aeronautical Center
NAS, Contract Management Team (AMQ-240)
P.O. Box 25082
Oklahoma City, OK 73125

(1) One copy to: FAA, Mike Monroney Aeronautical Center
Operation and Maintenance Division (AMP-300)
P.O. Box 25082
Oklahoma City, OK 73125

(b) Each invoice shall highlight the following information:
(1) Contract number and applicable Delivery Order number.
(2) Noun description of services and/or supplies, including applicable line item number(s) and quantity(s) that were provided.
(3) Extended totals for invoiced quantities.

G.3 OPTION TO EXTEND SERVICES (JAN 1997) CLA.0116

The Government may unilaterally exercise its option to extend the term of the contract for performance of specified services pursuant to Section I, AMS Clause 3.2.4-34, Option to Extend Services, by written notice to the contractor not later than the expiration date of the current contract period.

G.4 INCREMENTAL FUNDING (JAN 1997) (Applicable to CLIN 4) CLA.2604

(a) The Government reserves the right to incrementally fund this contract on a periodic basis to promote efficiency in the utilization of fiscal allotments through the routine budget process or the use of interim funding measures such as under congressional "continuing resolution" procedures.

(b) Delivery orders will be periodically issued to provide a not-to-exceed amount of funds. Such amount will be sufficient to cover contract performance for the period specified in the order, plus an estimated cost for terminating the contract should additional funds not be available to continue performance under the contract.

(c) This clause becomes inoperative when the contract period is fully funded.

PART I - SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 TRANSITION REQUIREMENTS

(a) To ensure a smooth transition in the change of work effort from the current contractor to the successor contractor, this contract contains a 60-day transition period. The purpose of this transition period is to:
(1) Observe work accomplishment by the incumbent contractor;
(2) Become thoroughly familiar with work requirements and work procedures;

(3) Complete training requirements and accomplish necessary training of contractor employees;

(4) Obtain security clearances; and

(5) Obtain all required equipment, uniforms, vehicles, etc., necessary for the contractor to begin full performance on January 1, 2001.

(b) The contractor will be allowed access to the facilities to familiarize supervisors, key personnel and staff with current operation. Such access, however, will not interfere with the activities of current contract personnel. To preclude such interference, arrangements will be made with the Contracting Officer (CO) or the designated CO Representative (COR).

(c) At the completion of the transition period, the contractor will assume responsibility for all contract services.

H.2 PHASE OUT

In the event that the follow-on contract is awarded to other than the incumbent, the incumbent contractor shall cooperate to the extent required to permit an orderly change over to the successor contractor pursuant to the requirements of AMS Clause 3.8.2-11, Continuity of Services.

H.3 SPECIAL SUPPORT SERVICES (Applicable only to CLIN 4)

(a) Written authorization to proceed on CLIN 4 set forth in Section B must be received from the CO before performance. This authorization to proceed will be provided by Work Requests issued by the CO or COR.

(b) The contractor will prepare and submit Work Request Proposals for necessary additional work required in the format and details prescribed by the CO or COR.

(c) The composite hourly rate in effect for CLIN 4 at the time of the Work Request will be the rate paid for all additional work required by the Government.

H.4 PERSONNEL QUALIFICATIONS

(a) Guards shall be qualified and trained to perform duties and responsibilities in accordance with the standards and policies set forth in this contract. Guards must be able to work and communicate effectively with fellow employees and the general public.

(b) Firearms

(1) Each member of the security force, who is required to carry a firearm, must complete an approved firearms training program and qualify prior to working at the Aeronautical Center.
on-the-job training or as specifically exempted, in writing, by the CO.

(2) The approved firearms training program shall be the same as the GSA/FPS qualification course, Federal Law Enforcement Training Center Practical Pistol Course, FAA Contract Guard Firearms Qualification Course of Fire.

(3) Training and qualification records for security guard personnel shall be maintained current, and shall reflect all pertinent data regarding formal firearms training received, instruction in FAA firearms policy, and range scores for each individual. Training and qualification records are subject to "spot checks" and inspection by the CO or COR.

(4) Before contractor issue of a firearm is authorized, the contractor shall certify to CO or COR, in writing, that the individual has completed an approved firearms training within the preceding 12-month period.

(5) Individuals who have successfully completed an approved firearms training program shall be required to requalify with his/her personally assigned, by serial number, firearm on an annual basis. The contractor shall notify CO or COR in writing, of every requalification or failure to qualify.

(6) Any exception or deviation from the approved firearms training program or qualification must be approved, in writing, by the CO.

(7) The requirements contained in FAA Order 1600.69, Physical Security Management Program, Appendix 11, Standards for the Safeguarding and Use of Firearms and Chemical Irritants, are applicable to the contractor and the order is made a part of this contract. Nothing in the above is to be construed to override or negate any requirement in Order 1600.69, Appendix 11.

(8) Firearm Issuance - The firearm issued for duty will be the same firearm, serial number, with which the security guard successfully qualified. If the firearm is not available, due to maintenance, etc., then a similar firearm by make and model will be used as a substitute until the assigned firearm is repaired or returned to service. Any firearm substitution must be reported immediately, in writing, to the CO and/or COR listing the estimated time the firearm will be unavailable for duty.

(c) Medical

(1) Medical examinations of guards to assure their physical fitness shall be conducted and recorded on Standard Form 78 (SF-78), Certificate of Medical Examination, or an equivalent form, during the pre-employment period and annually thereafter or more frequently as determined by the examining physician. The medical examination shall include but not be limited to the items listed on the SF-78 and in the Medical Standards Guide (MSG). The standards in the MSG shall be met by all security guard personnel. In addition, each security guard shall be tested for drugs at the time of initial selection for duty at the Aeronautical Center and at least once per year on a random basis each year thereafter. Personnel who test positive for drug use shall not be permitted to work at the Aeronautical Center.

(2) An Electrocardiogram (EKG) is not required unless deemed necessary by the examining physician. The examining physician will be selected by the contractor. The contractor will furnish to CO or COR completed copies of all SF-78 or equivalent form, for each medical examination of all security guard personnel. The SF-78 may be obtained from the CO or COR.

(d) Complete documentation or copies of all results of preemployment check shall be furnished to the CO or COR. The CO or COR will be given the opportunity to review the documentation and furnish the contractor an evaluation of the proposed action. In the event of disagreement over final selection, such disagreement shall be resolved by the CO.

(e) The assigned personnel shall be instructed not to divulge any information relating to Aeronautical Center security. All requests for information shall be referred to the CO.

H.5 SECURITY INVESTIGATION OF GUARD FORCE PERSONNEL

(a) A Minimum Background Investigation (MBI) is required for all personnel under this contract. Position Sensitivity for this contract is Level 5, Moderate Risk.

(b) The contractor shall furnish the following forms for initiating the required investigation to the Service Security Element (SSE):

(1) An original Standard Form 85P (SF-85P), Questionnaire for Public Trust Positions, September 1995 edition.

(2) One copy of the Official Form 306 (OF-306), Declaration for Federal Employment, September 1994 edition.

(3) One single sheet fingerprint chart (FD-258).

(c) The SF-85P shall be completed (all questions answered) in accordance with the instruction sheet. The FD-258 shall be written in ink or typewritten with all answerable question blocks completed. Fingerprint facilities are available at the Aeronautical Center Guard Office located in room 151, Headquarters Building, MMAC, Oklahoma City, OK. Arrangements for using the fingerprinting facilities shall be made by contacting the MMAC guards by phone at (405) 954-4620. Forms must be signed and dated within the 60-day period preceding submission.

(d) Investigations are required to be completed and favorably adjudicated for suitability prior to contract employees having access to MMAC grounds and property. However, preplacement investigative requirements may be waived on an emergency basis by the Servicing Security Element if such action is deemed to be in the national interest. Requests for such waivers must be submitted to the Servicing Security Element by the requesting Government organization.

(e) The contractor shall ensure that at the time the waiver is requested, the following information is provided (through the requesting Government organization) to the Servicing Security Element:

(1) Date contractor has committed, as a pickup date to prospective employee (must be within next 30 days);

(2) A statement that prospective employee has accepted, in writing, the position; and,

(3) Completed forms, SF-85P, OF-306, and FD-258.

H.6 QUALIFICATION REVIEW AND APPROVAL

See Statement of work C.2.15, Qualification Review.

H.7 DETECTIVE AGENCIES

Federal Law (5 U.S.C. 3108) provides that no employee of the Pinkerton Detective Agency or similar organization may be employed by the Government. The contractor shall not, during the period of performance of this contract, engage in any operation making the contractor ineligible to perform by reason of the provisions of the aforementioned law.

H.8 PERMITS AND LICENSES

The contractor shall, without additional expense to the Government, be responsible for obtaining any necessary licensees and permits, and for complying with any Federal, State, and municipal laws, codes and regulations applicable to the performance of the security guard services (Ref SOW C.5.9, Permits).

H.9 CONTRACTOR-FURNISHED PROPERTY

The contractor shall furnish the property specified in the SOW, Section C.5, Contractor-Furnished Property.

H.10 CONTROL OF GOVERNMENT-FURNISHED PROPERTY

The Contractor shall utilize the Contractor's Guide for control of Government Property, as a guide for the control and accountability of Government Furnished Property. The guide is available on the internet at http://fast.faa.gov (on this webpage select "toolset" then "procurement toolbox".

H.11 PROPERTY REPORTS

(a) The Contractor shall prepare an annual report of FAA property in its possession and the possession of its subcontractors.

(b) The report shall be submitted to the Contracting Officer not later than September 15 of each calendar year on Form DOT F 4220.43, Contractor Report of FAA Property.

H.12 SUPERVISION, TRAINING AND ADMINISTRATION

(a) The contractor shall be fully responsible for the continuous supervision, training, equipping, security orientation, and administration of

all assigned personnel. This includes weapons instruction and firing in accordance with FAA Order 1600.69, the SSE shall approve all firearm qualifications courses. Guards will receive no less than 40 hours on-the-job training in the accompaniment of a fully qualified guard at the Aeronautical Center. The contractor shall be fully responsible for maintaining standards of competency, conduct, and integrity of all assigned personnel to the satisfaction of the CO or the COR. Each guard shall receive at least 8 hours recurrent training per month (See SOW, Section C.7, Training).

(b) The CO, COR, and a representative of the Servicing Security Element may attend any training and/or qualification sessions.

(c) One of the contractor's personnel, in addition to meeting the qualifications as set forth in Clause H.3, Personnel Qualifications, must be designated to provide supervision to ensure that the work hereunder will be performed in accordance with the terms and provisions of this contract. In addition, each shift shall have one individual designated as shift manager. Any change in designated supervision subsequent to contract award shall be made, in writing, by letter addressed to FAA, Mike Monroney Aeronautical Center, NAS, Contract Management Team, Contracting Officer, AMQ-240, P.O. Box 25082 Oklahoma City, OK 73125-4931.

H.13 EMERGENCY SITUATIONS

See Statement of Work, section C.3.10, Response to Emergency Situations.

H.14 TRAINING FOR DRIVERS IN AIRPORT ORPERATIONS AREA

(a) The contractor shall ensure that all of their personnel who will have unescorted driving privileges on the Aeronautical Center Air Operations Area (AOA) have read, and certified that they have read, DOT/FAA Order 5200.7, Training for Drivers In An Airport Operations Area, Appendix 1, A Guide to Ground Vehicle Operations on an Airport (DOT/FAA/AS-90-3). This order established requirements for driver training for personnel who, as a part of their job, are required to drive on any airport AOA. Pursuant to the Order, no personnel will be permitted to drive on the airside portion of the airport unless he/she has read, and certified to his/her supervisor that he/she has read the above referenced order.

(b) To ensure that any contractor employee who will be driving on the airport has complied with this directive and has read the Guide, the contractor shall certify compliance with the requirement by completing and returning to the CO or COR, Order 5200.7, Appendix 2, FAA Driver Training Certification, for each contract employee having need to drive on the airside portion of the airport. All contractor personnel must have the required certification on file in order to have unescorted driving privileges on the AOA.

H.15 SUPERVISION OF CONTRACTOR EMPLOYEES

The contractor shall designate one or more supervisors to be located on site within the place designated for performance of security guard services. Contractor supervisors will provide day-to-day supervision of contractor employees including but not limited to work assignment, leave, payroll records, etc. At no time will contractor employees be supervised by Government personnel.

H.16 NOTIFICATION OF CRIMINAL ACTIVITY BY CONTRACT EMPLOYEE (MAR 2000) CLA.0069

Upon learning that a contract employee has been charged by a law enforcement agency for any offense other than minor traffic offense, the contractor shall be

required to provide written notification within one workday to the Contracting Officer. The Contracting Officer shall then notify AMC-700 in writing. A traffic offense will be considered minor when the maximum fine that could be imposed is $300 or less.

H.17 SAFETY AND HEALTH (JAN 1997) **CLA.0090**

(a) The Contractor shall assure that no person employed on this contract works in surroundings or under conditions that are unsanitary, hazardous, or dangerous to their health or safety. The contractor shall also ensure that all employees received appropriate and required safety, health, environmental, and equipment operational training. In fulfilling these requirements, the Contractor shall comply with:

(1) Department of Labor Safety and Health Standards for Construction under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq. and CFR 1960).

(2) Occupational Safety and Health Act of 1970, (Public Law 91-598 and 29 CFR 1960) and applicable rules and regulations as may have been delegated to the States.

(3) Supplemental FAA safety and health requirements contained in FAA Order 3900.19A and Order AC3900.21E, Chg 1, or elsewhere in the contract. Other standards used by FAA include the National Fire Codes, American National Standards Institute, American Society of Testing and Materials (ASTM), AC 3940.1C (Procedures for handling injury, illness, or fire at the Mike Monroney Aeronautical Center), etc. This list of standards or laws is not inclusive. Other safety and health FAA regulations can be found in the 3900 classification series entitled, "Employee Health and Safety." Other environmental FAA regulations can be found in the 1000 classification series entitled, "Administration, Management, and Policies -- General."

(b) If there are conflicts between any of the requirements referenced in this contract, the more stringent requirement will prevail.

(c) If the Contractor fails or refuses to promptly comply with any safety or health requirement, the Contracting Officer's Technical Representative (COTR) will notify the Contractor of any such noncompliance and the Contractor shall take immediate corrective action. Such notice, whether oral or written, when served on the Contractor or any of its employees at the site of the work, shall be deemed sufficient. If the Contractor fails or refuses to promptly correct the condition, the COTR may stop all or any portion of the work. When satisfactory corrective action has been taken, the contractor shall request permission to resume work from the COTR. No time extension or additional costs, resulting from the directive to stop work shall be allowed. Failure of the COTR to provide notice of noncompliance or to stop work shall not relieve the Contractor of its responsibility for the safe performance of the work.

(d) The Contractor shall require contract personnel to wear personal protective equipment when it is necessary because of the hazards on the job and in most instances will provide the equipment, except that which has been specified to be furnished by FAA. All personal protective equipment worn by contractors shall be equal to or exceed the level of protection provided to Government employees.

(e) Contractors shall include a clause in all subcontracts to require subcontractors to comply with this clause.

H.18 CEILING PRICE (JAN 1997) **CLA.0120**

(Applicable to CLIN 4 only)

Notwithstanding the provisions of AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts, incorporated by reference in Section I, the ceiling price required therein is applicable to and will be established for each delivery order issued hereunder and will vary depending on the work to be performed.

H.19 CONTRACT SHUTDOWN PROCEDURES PENDING APPROPRIATIONS FOR NEW FISCAL YEAR (JAN 1997) **CLA.1051**

(a) In the event no continuing resolution or permanent appropriation is in place at the outset of the new fiscal year (FY), contractor employees are expected to report for their assigned duties the first workday of that new FY. Absent an appropriation, contract services that are determined by the Government to be non-essential will be shutdown as soon as practical. To implement the shutdown, the Contracting Officer may require the contractor to stop all, or any part, of the work called for under the contract pursuant to AMS clause 3.10.1-9, Stop-Work Order.

(b) This clause does not limit the Government's rights provided by AMS 3.10.6-4, Default, or AMS 3.10.6-1, Termination for Convenience of the Government, clause of the contract.

H.20 REQUIREMENT FOR SCREENING OF CONTRACTOR PERSONNEL

(a) The operation of this contract is intended to promote the continued safe and secure operation of Federal Aviation Administration (FAA) facilities, systems and resources that comprise or support the National Aerospace System. Access to most FAA locations, systems and equipment is restricted and controlled by the responsible FAA Servicing Security Element. No rights of access to FAA facilities or resources are conferred to the contractor or contractor personnel by this contract. The contractor is responsible for identifying and providing qualified and acceptable personnel in performance of the contract. To meet this requirement, the contractor shall perform routine personnel screening prior to personnel having access to any FAA facility, resources, or sensitive information.

(1) The contractor shall obtain a criminal history report of the prospective employee from the appropriate state authority, i.e., the state where the individual was last employed. If the criminal history report reveals an occurrence of activity listed in paragraphs 1 through 6 of the contract attachment entitled "Screening Standards" within the preceding 9 years, the prospective employee shall not be allowed access to any FAA facility, resources, or sensitive information. Payment of any fees charged for such criminal histories shall be the responsibility of the contractor; if the cost is included in the price of the contract, it shall be subject to the usual tests of allocability and reasonableness.

(2) The Government expects that the contractor will normally contact prospective employees' previous employer(s) for employment history, and apply the contractor's customary standards for employment suitability. If this employment history check reveals a documented occurrence of activity listed in paragraph 7 of the contract attachment entitled "Screening Standards" within the preceding 9 years, the prospective employee shall not be allowed access to any FAA facility, resources, or sensitive information.

(3) When specific experience or educational requirements apply to personnel performing on the contract, the contractor shall verify prospective employees' claimed experience or educational qualifications.

(b) Upon written request to the CO or his/her designated representative, the FAA may waive the screening requirements with respect to:

(1) a contractor employee that has had a FAA background investigation within the previous five years, with uninterrupted employment and performance on a FAA facility, and a record of acceptable behavior; or

(2) a contractor employee that has had a FAA background investigation within the previous 12 months, with interrupted employment and performance on a FAA facility, and a record of acceptable behavior.

(c) If in unusual circumstances the contractor finds it necessary to utilize a person that does not meet the requirements of paragraph (a), the FAA

may at its sole option, grant a waiver to this clause. Contractor's request for waiver shall be in writing to the contracting officer, providing information about mitigating circumstances to the negative screening results, and explain why the person should have access to FAA facilities, resources or sensitive information. The FAA will grant or deny the waiver request within 15 days following receipt; the decision to grant or deny the waiver is solely the FAA's, and is not subject to appeal or to the "Disputes" clause of this contract. The contractor understands that access suitability determinations by the responsible Security Servicing Element, although conclusive under this contract, derive legal standing independent of the contract.

(d) If the contractor fails to perform the required screening, or disregards the results of the screening, and subject personnel are found to be unacceptable as a result of FAA background investigation(s), the contractor shall be responsible for FAA's cost of subsequent FAA background investigation(s) of the replacement personnel. The cost of additional FAA background investigation(s) may be deducted from requests for payment under the contract.

(e) The Contractor shall retain all reports and related documentation pertaining to (a)(1) through (3) for the duration of this contract, and shall make them available for review by the contracting officer, or his/her designated representative, within 10 days of written request.

(f) Neither the time required to perform the screening, nor the impact of any personnel action(s) required as a consequence of the screening shall be considered an "excusable delay" as described in the "Default" clause of this contract.

(g) Notwithstanding the diligent effort of the contractor to provide qualified and acceptable personnel for performance of the contract, the CO may by written notice deny access to FAA facilities, resources, or sensitive information to those personnel who have been deemed incompetent, careless, dangerous, unsuitable or otherwise objectionable, former federal employees in violation of a post-employment restriction, or those whose continued presence on Government property is contrary to the public interest or inconsistent with the interest of national security. The Contractor shall fill out, and cause each of its personnel on the contract to fill out for submission to the Government, such forms as may be necessary for security or other reasons relating to qualifications and suitability for contract work. Upon request of the CO, the Contractor's personnel shall be fingerprinted.

H.21 SAVE HARMLESS AND INDEMNITY AGREEMENT (JAN 1997) CLA.3211

The contractor shall save and keep harmless and indemnify the Government against any and all liability, claims, and costs of whatsoever kind and nature of injury to or death of any person or persons and for loss or damage to any property (Government or otherwise) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operations, or performance of work in connection with this contract, resulting from the negligent acts, fault or omissions of the contractor, any subcontractor, or any employee, agent, or representative of the contractor or any subcontractor.

H.22 LIABILITY INSURANCE (JAN 1997) CLA.3212

(a) Pursuant to AMS 3.4.1-10, Insurance--Work on a Government Installation, the insurance required of the contract during contract performance is:

(1) Workers' compensation and employer's liability as required by applicable Federal and Oklahoma State workers' compensation and occupational disease statutes. Employer's liability coverage shall be not less than $100,000.

(2) General liability coverage written on the comprehensive form of policy providing limits of liability for bodily injury of not less than $500,000

for each occurrence and property damage limits of liability of not less than $100,000 for each accident.

(3) Automobile liability (applicable to vehicles used in connection with contract performance) written on the comprehensive form of policy providing coverage of at least $200,000 per person and $500,000 per occurrence for bodily injury and $100,000 per occurrence for property damage.

(b) The policy shall name "The United States of America, acting by and through the Federal Aviation Administration" as an additional insured with respect to operations performed under this contract.

(c) The policy shall include the following provision: "It is a condition of this policy that the insurer shall furnish written notice to the Federal Aviation Administration (certificate holder) 30 days in advance of any reduction in or cancellation of this policy."

(d) Certificate holder address:

FAA, NAS Contract Management Team (AMQ-240)
P. O. Box 25082
Oklahoma City, OK 73125

(e) At any time during contract performance and upon request of the Contracting Officer, the contractor shall provide a certified true copy of the liability policy and manually countersigned endorsements of any changes thereto.

H.23 VEHICLE ACCESS TO AIRCRAFT RAMP/HANGAR AREA (JAN 1997) CLA.3401

(a) Contractor vehicles, including vehicles of suppliers and subcontractors, entering the Aeronautical Center aircraft ramp/hangar area (defined as that area east of Duke Avenue where access is limited by security guard or locked doors/gates), must display a ramp permit. The Contracting Officer is generally responsible for issuing ramp permits to contractors; however, in certain situations, the Contracting Officer may direct the contractor to obtain such ramp permits directly from the Director of Airports through the Airport Police Department. Applications for ramp permits may be obtained from the Airport Police Department or the Civil Aviation Security Division, AMC-700. After completion of the application, it shall be taken to AMC-700 for approval prior to taking it to the Airport Police Department for issuance of the ramp permit.

(b) Ramp permits are issued subsequent to the Contracting Officer's receipt of a current certificate of insurance for vehicle liability, furnished by the contractor, as follows:

Coverage	Minimum Limits of Liability
Bodily injury	$200,000 for each person $500,000 for each occurrence
Property damage	$1,000,000 for each accident

(c) The policy of insurance shall contain the following statements:

(1) "The United States of America, acting by and through the Federal Aviation Administration, The City of Oklahoma City, and Oklahoma City Airport Trust, are additional insureds with respect to operations performed under this contract."

(2) "It is a condition of this policy that the insurer shall furnish written notice to the Federal Aviation Administration, in care of the issuing office, 30 days in advance of any reduction in or cancellation of this policy."

(d) The address of the certificate holder shall be:

FAA, Office of Acquisition Services
NAS, A&F Acquisition Division
Contract Administration, AMQ-240
P.O. Box 25082
Oklahoma City, OK 73125

(e) In addition to (b) and (c) above, the contractor shall furnish to the Contracting Officer, at any time during the contract period, upon request by the Contracting Officer, a certified true copy of the liability policy and manually countersigned endorsements of any changes thereto.

H.24 AERONAUTICAL CENTER REGULATIONS (JAN 1997) CLA.3402

Contractor personnel, including employees of subcontractors, suppliers, etc., working or visiting the worksite, shall abide by all appropriate traffic, parking, security, and airport regulations in effect at the Mike Monroney Aeronautical Center/Will Rogers World Airport.

H.25 GOVERNMENT-ISSUED KEYS/IDENTIFICATION BADGES AND VEHICLE DECALS (APRIL 2000) CLA.3403

(a) It may become necessary for the Government to issue keys, identification (ID) cards or vehicle decals to contractor personnel. Prior to or upon completion or termination of the work required hereunder, the contractor shall return all such government issued items to the issuing office with notification to the Contracting Officer Representative (COR).

When contract employees who have been issued such items, either directly by the Government or through the contract supervisor, no longer require them to perform the work, the Government issued items shall be returned to the Government within three workdays. Additionally, unauthorized duplication or use of such keys, ID cards or decals is a violation of security procedures and is prohibited.

(b) In the event such keys, ID cards, or vehicle decals are not returned, the contractor understands and agrees that the Government may, in addition to any other withholding provision of the contract, withhold $200 for each key, ID card, or vehicle decal not returned. If the keys, ID cards, or vehicle decals are not returned within 30 days from the date the withholding action was initiated, any amount so withheld will be forfeited by the contractor.

(c) Access to aircraft ramp/hangar areas is authorized only to those persons displaying a flightline identification card and, for vehicles, a current ramp permit issued pursuant to Part 107 of the Federal Aviation Regulations.

(d) The Government retains the right to inspect, inventory, or audit the ID cards, keys, vehicle decals and RUSCARDS issued to the contractor in connection with the contract at the convenience of the Government. Any items not accounted for to the satisfaction of the Government shall be assumed to be lost and the provisions of paragraph (b) shall apply.

(e) Keys shall be obtained from the COR who will require the contractor to sign a receipt for each key obtained. Lost keys or

identification media shall immediately be reported concurrently to the Contracting Officer (CO), COR, the Civil Aviation Security Division, AMC-700 and the Office of Facility Management, AMP-300. RUSCARD keys shall be handled in the same manner as metal keys.

(f) Each contract employee, during all times of on-site performance at the Mike Monroney Aeronautical Center, shall prominently display his/her current and valid identification card on the front portion of their body between the neck and waist.

(1) Prior to any contractor personnel obtaining any pass or ID, the contractor shall submit complete documentation required under AMS Clause 3.13-6 Security Requirements.

(2) To obtain the ID card each employee shall submit an Identification Card/Credential Application, (DOT 1681), signed by the employee and authorized by the CO or the COR. The DOT 1681 shall be submitted at the same time the personnel security investigation paperwork required by AMS Clause 3.13-6, Security Requirements is submitted. The DOT 1681 shall contain, as a minimum, under the "Credential Justification" heading, the name of the contractor/company, the contract number or the appropriate acquisition identification number, the expiration date of the contract or the task (whichever is sooner), and the required signatures. This paperwork shall be submitted to the Civil Aviation Security Division, AMC-700 in the Airmen Records Building (ARB), Rm. 124, by the contractor, in a sealed envelope, either hand-carried by the contractor or sent via U.S. Mail to: FAA, Civil Aviation Security Division, AMC-700, P.O. Box 25082, Oklahoma City, OK 73125. The contractor will be notified when the DOT 1681 has been approved and is ready for processing by the Aeronautical Center guards in the Headquarters Building, Room 151. Arrangements for processing the Identification Cards, including photographs and lamination, can be made by contacting the Aeronautical Center security guards at 405-954-4620.

(3) The contractor's project manager shall receive and sign for each ID card issued on the reverse of the DOT 1681. The DOT 1681 will be retained by the Government for accountability purposes.

(g) The contractor is responsible for ensuring final clearance is accomplished for all departing contact employees. Final clearance will be accomplished by close of business the final work-day of the contract employee or the next day under special conditions. Aeronautical Center Form AC 3370-2, Contract Employee Clearance Form will be completed by the contractor and copies will be distributed to the COR, CO, and AMC-700 after completion.

H.26 CONTRACT PERFORMANCE WITH FORMER GOVERNMENT EMPLOYEES (JAN 2000) **CLA.4527**

(a) After contract award or the effective date this clause is incorporated into the contract by modification, the Contractor agrees not to allow any former Government employee, who separated from Government service with a Voluntary Separation Incentive Payment (VSIP), to perform work on this contract before receipt of non-objection by the Contracting Officer.

(b) The contractor shall notify the Contracting Officer in advance of any proposed work or change in work to be done under this contract by a former government "buyout" employee. Such written notification shall include:

1) employee's full name and date of separation from Government service,

2) name and location of former Government agency of employment, and

3) either evidence of any one of the following;

(i) repayment of the separation incentive or a court approved settlement, or

(ii) a waiver of repayment granted under authority of the statute(s) or

(iii) that five years have lapsed since separation from government service; or

4) proposed job title, work location and "a detailed statement of work to be performed by the former employee" under the contract

(c) The contracting officer's non-objection described in (a) above is at the sole discretion of the Government. In no event shall the Government's decision under (a) above with respect to any person, or the length of time to arrive at the decision, constitute grounds for adjustment of the contract price, or the contract performance or delivery requirements.

H.27 AGREEMENT TO PARTICIPATE IN ALTERNATIVE DISPUTE RESOLUTION (APRIL 1998) **CLA.4540**

(a) The Federal Aviation Administration encourages direct communications and negotiations between the contractor and the contracting officer in an attempt to resolve contract disputes. In those situations where the parties are not able to achieve resolution at the contracting officer level, the agency favors the use of alternative dispute resolution (ADR) techniques to resolve disputes.

(b) The parties hereby agree that, prior to referring a contract dispute to the Office of Disputes Resolution as described in contract clause 3.9.1-1 "Contract Disputes", the parties will discuss whether they are willing to utilize ADR techniques such as mediation or nonbinding evaluation of the dispute by a neutral party. Upon receipt of a contract dispute from the contractor, the contracting officer will explore with the contractor whether the use of ADR techniques would be appropriate to resolve the dispute. Both parties must agree that the use of such techniques is appropriate, and agree to fairly share the associated expenses. If the parties do not mutually agree to utilize ADR to resolve the dispute, the dispute will be processed in accordance with the procedures set forth in clause 3.9.1-1.

PART II - SECTION I - CONTRACT CLAUSES

I.1 3.13-6 Security Requirements (FEBRUARY 2000) (Revised APRIL 2000) **CLA.4543**

(a) This clause applies to the extent that this contract requires contractor employees, subcontractors, or consultants to have access to: (1) FAA facilities, (2) classified information, (3) sensitive information, and/or resources regardless of the location where such access occurs.

(b) Consistent with FAA Security Policy, the FAA Servicing Security Element (SSE) has designated risk levels for the following positions under the contract:

(i) Consistent with FAA Security Policy, the FAA Servicing Security Element (SSE) has designated risk levels for all support positions under this contract as level 5, moderate risk.

(c) Not later than 30 days after contract award (or date of modification, if this provision is included by modification to an existing contract), for each employee in a listed position, the contractor shall submit the following documentation to the SSE for an employment suitability determination.

-Standard Form (SF) 85P, Questionnaire for Public Trust Positions, revised September 1995. The SF 85P shall be completed (all questions answered) in accordance with the instruction sheet.

-One single sheet fingerprint chart (FD-258). Fingerprinting facilities are available through the SSE and local police department. All fingerprint charts shall be written in ink or typewritten with all answerable question blocks completed, and shall be signed and dated within the 60 day period preceding the submission.

The type of investigation conducted will be determined by the position risk level designation for all duties, functions, and/or tasks performed and shall serve as the basis for granting a favorable employment

suitability authorization as consistent with FAA Security Policy. If an employee has had a previous background investigation completed by a federal Government entity, which meets the requirements of the FAA Security Policy, it shall be accepted by the FAA, however, the FAA reserves the right to conduct further investigations, if necessary. For each employee for which a previous background investigation was completed the Contractor shall provide, in writing to the SSE, the name, date of birth and social security number of the employee as well as the name of the investigating entity and approximate date the previous background investigation was completed.

The contractor shall submit the required information with a transmittal letter referencing the contract number and this request to:

Headquarters Contracts:
Manager, Investigations Division, ACO-300
Office of Civil Aviation Security
800 Independence Ave. SW
Washington, D.C. 20591

Mike Monroney Aeronautical Center Contracts:
Mgr., Investigations and Internal Security Branch, AMC-700
Federal Aviation Administration
6500 S. MacArthur Blvd.
Oklahoma City, OK 73169

The transmittal letter shall also include a list of the names of employees and their positions for which completed forms were submitted to the SSE pursuant to Section (c) of this Clause. A copy of the transmittal letter shall also be provided to the Contracting Officer.

(d) The contractor shall submit the information required by Section (c) of this Clause for any new employee not listed in the Contractor's initial thirty (30) day submission who is hired into any position identified in Section (b) of this Clause.

(e) No contractor employee shall work in a high, moderate, or low risk position unless the SSE has received all forms necessary to conduct any required investigation and has granted its approval. However, if this provision is added by modification to an existing contract, employees performing in the positions listed above may continue work on the contract pending the submittal of necessary forms, if any, and completion of a suitability investigation by the SSE, subject to the following conditions: SSC will grant a waiver upon receipt of security investigation for new hires.

(f) The Contractor shall submit monthly reports providing the following information to the Contracting Officer with a copy to the SSE and the COTR on or before the fifth day following each report period: (1) A complete listing by full name in alphabetical order with the date of birth and social security number, of all contractor personnel who worked at an FAA facility anytime during the report month (date of birth and social security number shall be omitted from CO and COTR copies of report(s)). Also, include those employees on furlough or not working at a FAA facility who still hold the FAA facility's keys or badges.

(2) The list shall show the shift(s) worked by that person and FAA facility location of that person's work site (i.e., building, room, area, etc.).

(g) The Contractor shall notify the SSE within one (1) day after any employee identified pursuant to Section (b) of this Clause is terminated from employment.

(h) The Contracting Officer may also, after coordination with the SSE and other security specialists, require contractor employees to submit any other security information (including fingerprinting) deemed necessary to protect the interests of the FAA. In this event, the Contractor shall provide, or cause each of its employees to provide such security information to the SSE,

and the same transmittal letter requirements of Section (c) of this Clause shall apply.

(i) Failure to submit information required by this clause within the time required is a material breach of the contract.

(j) If subsequent to the effective date of this contract, the security classification or security requirements under this contract are changed by the Government and if the changes cause an increase or decrease in security costs or otherwise affect any other term or condition of this contract, the contract shall be subject to an equitable adjustment as if the changes were directed under the Changes clause of this contract.

(k) The contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (k) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access as stated in paragraph (a).

3.2.4-16 Ordering (October 1996)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued during the effective period of the contract stated in the Schedule.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule. (End of clause)

3.2.4-17 Order Limitations (October 1996)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than $25, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor-

(1) Any order for a single item in excess of the estimated annual requirement specified in Part I, Section B;

(2) Any order for a combination of items in excess of the estimated annual requirement specified in Part I, Section B; or

(3) A series of orders from the same ordering office within 30 days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract, the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 5 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source. (End of Clause)

3.2.4-19 Requirements (October 1996) (Applicable to CLIN 4 only)

(a) This is a requirements contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies or services specified in the "Schedule" are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in

the quantities described as "estimated" or "maximum" in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. Subject to any limitations in the Order Limitations clause or elsewhere in this contract, the Contractor shall furnish to the Government all supplies or services specified in the "Schedule" and called for by orders issued in accordance with the Ordering clause. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(c) Except as this contract otherwise provides, the Government shall order from the Contractor all the supplies or services specified in the "Schedule" that are required to be purchased by the Government activity or activities specified in the "Schedule."

(d) The Government is not required to purchase from the Contractor requirements in excess of any limit on total orders under this contract.

(e) If the Government urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the Government may acquire the urgently required goods or services from another source.

(f) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after the delivery date required by order(s) placed within the ordering period.

3.2.4-34 Option to Extend Services (April 1996)

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

3.2.4-35 Option to Extend the Term of the Contract (April 1996)

(a) The Government may extend the term of this contract by written notice to the Contractor within the present term of the contract; provided that the Government shall give the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years (exclusive of any transition period). (End of clause)

3.3.1-11 Availability of Funds for the Next Fiscal Year (April 1996)

Funds are not presently available for performance under this contract beyond the current fiscal year. The FAA 's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the FAA for any payment may arise for performance under this contract beyond the current fiscal year, until funds are made available to the Contracting Officer for performance and until the Contractor

receives notice of availability, to be confirmed in writing by the Contracting Officer. (End of clause)

3.6.1-7 Limitations on Subcontracting (August 1997)

By submission of an offer and execution of a contract, the Offeror/Contractor agrees that in performance of the contract in the case of a contract for:

(a) Services (except construction). At least 50 percent of the cost of contract performance incurred for personnel shall be expended for employees of the prime contractor.

(b) Supplies (other than procurements from a regular dealer in such supplies). The prime contractor shall perform work for at least 50 percent of the cost of manufacturing the supplies, not including the cost of materials.

(c) General construction. The prime contractor shall perform at least 15 percent of the cost of the contract, not including the cost of materials, with its own employees.

(d) Construction by special trade contractors. The prime contractor shall perform at least 25 percent of the cost of the contract, not including the cost of materials, with its own employees.

Compute small business subcontracting labor cost percentages as follows:

	Contractor	Subcontractor
Direct Labor	$ _____	$ _____
Allowable Overhead	_____	_____
Subtotal	(A) _____	(B) _____
Labor G&A @_____%	_____	_____
Total Labor Costs	(C) _____	(D) _____

To calculate the subcontracting percentage, first add Direct Labor and Allowable Overhead and enter the figures for the contractor in space (A) and for the subcontractor (if available)* in space (B).

Next, calculate Labor G & A by multiplying the G & A rate by the subtotal figure in space (A). Calculate subcontractor Labor G & A by multiplying the subcontractor's G & A rate by figure (B). Add the Labor G & A to the Subtotal and record that figure in the spaces for Total Labor Costs (C) and (D).

Now, using the formula (D)/(C) + (D), calculate the subcontracting labor cost percentage.

*You need to be comparing as like figures as possible; therefore, if you have a breakdown of the subcontractor's costs, use it in the formulation above. If you do not have a breakdown of the subcontractors' costs, you should use the Total Subcontracting Amount for item (D), though you should still breakdown the contractor's costs.

3.6.1-8 Notification of Competition Limited to Eligible SEDB Concerns (August 1998)

(a) Offers are solicited only from "eligible socially and economically disadvantaged business (SEDB)" concerns. As used herein, an "eligible SEDB" concern is a small business concern expressly certified by the Small Business Administration (SBA) for participation in the SBA's 8(a) program and which meets the following criteria at the time of release of the initial SIR or public announcement (if issued), whichever is first:

(1) SIC code 7379 is specifically included in the offeror's approved business plan;

(2) The offeror is in conformance with the 8(a) support limitation set forth in its approved business plan; and

(3) The offeror is in conformance with the Business Activity Targets set forth in its approved business plan or any remedial action direct by the SBA.

(b) By submission of its offer, the offeror certifies that it meets all of the criteria set forth in paragraph (a) of this clause.
(c)(1) Agreement. A manufacturer or regular dealer submitting an offer in its own name agrees to furnish, in performing the contract, only end items manufactured or produced by small business concerns inside the United States, its territories or possessions, the Commonwealth of Puerto Rico, or the Trust Territory of the Pacific Islands. However , this requirement does not apply in connection with construction or service contracts.

(2) The contractor will notify the Contracting Officer in writing immediately upon entering an agreement (either oral or written) to transfer all or part of its stock or other ownership interest to any other party. (End of clause)

3.6.2-29 Statement of Equivalent Rates for Federal Hires (April 1996)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332. This Statement is for Information Only: It Is Not a Wage Determination

Employee class	Monetary Wage-Fringe Benefits
Security Guard (FG-5)	$10.98

3.8.2-17 Key Personnel and Facilities (July 1996)

(a) The personnel and/or facilities as specified below are considered essential to the work being performed hereunder and may, with the consent of the contracting parties, be changed from time to time during the course of the contract.

(b) Prior to removing, replacing, or diverting any of the specified personnel and/or facilities, the Contractor shall notify in writing, and receive consent from, the Contracting Officer reasonably in advance of the action and shall submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this contract.

(c) No diversion shall be made by the Contractor without the written consent of the Contracting Officer.

(d) The key personnel and/or facilities under this contract are:
Henry Butler, Project Manager

[List key personnel and/or facilities]

3.8.2-11 Continuity of Services (April 1996) (R)

(a) The Contractor recognizes that the services under this contract are vital to the Government and must be continued without interruption and that, upon contract expiration, a successor, either the Government or another contractor, may continue them. The Contractor agrees to (1) furnish phase-in training and (2) exercise its best efforts and cooperation to effect an orderly and efficient transition to a successor.

(b) The Contractor shall, upon the Contracting Officer's written notice, (1) furnish phase-in, phase-out services for up to 60 days after this contract expires and (2) negotiate in good faith a plan with a successor to determine the nature and extent of phase-in, phase-out services required. The plan shall specify a training program and a date for transferring responsibilities for each division of work described in the plan, and shall be subject to the Contracting Officer's approval. The Contractor shall provide sufficient experienced

personnel during the phase- in, phase-out period to ensure that the services called for by this contract are maintained at the required level of proficiency.

(c) The Contractor shall allow as many personnel as practicable to remain on the job to help the successor maintain the continuity and consistency of the services required by this contract. The Contractor also shall disclose necessary personnel records and allow the successor to conduct onsite interviews with these employees. If selected employees are agreeable to the change, the Contractor shall release them at a mutually agreeable date and negotiate transfer of their earned fringe benefits to the successor.

(d) The Contractor shall be reimbursed for all reasonable phase-in, phase-out costs (i.e., costs incurred within the agreed period after contract expiration that result from phase-in, phase-out operations) and a fee (profit) not to exceed a prorata portion of the fee (profit) under this contract. (End of clause)

3.8.2-21 Key - Badge Requirements (August 1998)

The FAA may issue keys and badges to contractor personnel that require regular access to designated FAA work areas to perform contract work. The contractor shall assure that its personnel do not duplicate keys or use the keys and badges for other than the intended purpose which would be a violation of security procedures. Upon (1) contract completion, (2) contract termination, or (3) discontinuation of individual contractor personnel under the contract, the contractor shall immediately return the FAA badges and keys. The contractor shall return these items to the Contracting Officer. In the event the contractor fails to return all keys and badges, the FAA may withhold $200 for each badge or key not returned. If the contractor does not return the badges or keys within 30 days from the date the withholding action was initiated, the contractor shall forfeit the withheld amount. (End of Clause)

3.9.1-1 Contract Disputes (August 1999)

(a) All contract disputes arising under or related to this contract shall be resolved through the Federal Aviation Administration (FAA) dispute resolution system at the Office of Dispute Resolution for Acquisition (ODRA) and shall be governed by the procedures set forth in 14 C.F.R. Parts 14 and 17, which are hereby incorporated by reference. Judicial review, where available, will be in accordance with 49 U.S.C. 46110 and shall apply only to final agency decisions. A contractor may seek review of a final FAA decision only after its administrative remedies have been exhausted.

(b) The filing of a contract dispute with the ODRA may be accomplished by mail, overnight delivery, hand delivery, or by facsimile. A contract dispute is considered to be filed on the date it is received by the ODRA.

(c) Contract disputes are to be in writing and shall contain:

(1) The contractor's name, address, telephone and fax numbers and the name, address, telephone and fax numbers of the contractor's legal representative(s) (if any) for the contract dispute; (2) The contract number and the name of the Contracting Officer;

(3) A detailed chronological statement of the facts and of the legal grounds for the contractor's positions regarding each element or count of the contract dispute (i.e., broken down by individual claim item), citing to relevant contract provisions and documents and attaching copies of those provisions and documents;

(4) All information establishing that the contract dispute was timely filed;

(5) A request for a specific remedy, and if a monetary remedy is requested, a sum certain must be specified and pertinent cost information and documentation (e.g., invoices and cancelled checks) attached, broken down by individual claim item and summarized; and

(6) The signature of a duly authorized representative of the initiating party.

(d) Contract disputes shall be filed at the following address:
(1) Office of Dispute Resolution for Acquisition, AGC-70,
Federal Aviation Administration,
400 7th Street, S.W., Room 8332
Washington, DC 20590
Telephone: (202) 366-6400, Facsimile: (202) 366-7400; or
(2) other address as specified in 14 CFR Part 17.
(e) A contract dispute against the FAA shall be filed with the ODRA within two (2) years of the accrual of the contract claim involved. A contract dispute by the FAA against a contractor (excluding contract disputes alleging warranty issues, fraud or latent defects) likewise shall be filed within two (2) years after the accrual of the contract claim. If an underlying contract entered into prior to the effective date of this part provides for time limitations for filing of contract disputes with the ODRA which differ from the aforesaid two (2) year period, the limitation periods in the contract shall control over the limitation period of this section. In no event will either party be permitted to file with the ODRA a contract dispute seeking an equitable adjustment or other damages after the contractor has accepted final contract payment, with the exception of FAA claims related to warranty issues, gross mistakes amounting to fraud or latent defects. FAA claims against the contractor based on warranty issues must be filed within the time specified under applicable contract warranty provisions. Any FAA claims against the contractor based on gross mistakes amounting to fraud or latent defects shall be filed with the ODRA within two (2) years of the date on which the FAA knew or should have known of the presence of the fraud or latent defect.
(f) A party shall serve a copy of the contract dispute upon the other party, by means reasonably calculated to be received on the same day as the filing is to be received by the ODRA.
(g) After filing the contract dispute, the contractor should seek informal resolution with the Contracting Officer.
(h) The FAA requires continued performance with respect to contract disputes arising under this contract, in accordance with the provisions of the contract, pending a final FAA decision.
(i) The FAA will pay interest on the amount found due and unpaid from (1) the date the Contracting Officer receives the contract dispute, or (2) the date payment otherwise would be due, if that date is later, until the date of payment. Simple interest on contract disputes shall be paid at the rate fixed by the Secretary of the Treasury that is applicable on the date the Contracting Officer receives the contract dispute and then at the rate applicable for each 6-month period as fixed by the Treasury Secretary until payment is made.
(j) Additional information and guidance about the ODRA dispute resolution process for contract disputes can be found on the ODRA Website at http://www.faa.gov. (End of clause)

3.9.1-2 Protest After Award (August 1997)

(a) Upon receipt of a notice that a protest has been filed with the FAA Office of Dispute Resolution, or a determination that a protest is likely, the Administrator or his designee may instruct the Contracting Officer) to direct the Contractor to stop performance of the work called for by this contract. The order to the Contractor shall be in writing, and shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Upon receipt of the final decision or other resolution of the protest, the Contracting Officer shall either--

(1) Cancel the stop-work order; or

(2) For other than cost-reimbursement contracts, terminate the work covered by the order as provided in the "Default" or the "Termination for Convenience of the Government" clause(s) of this contract; or

(3) For cost-reimbursement contracts, terminate the work covered by the order as provided in the "Termination" clause of this contract.

(b) If a stop-work order issued under this clause is canceled either before or after the final resolution of the protest, the Contractor shall resume work. The Contracting Officer shall make for other than cost-reimbursement contracts, an equitable adjustment in the delivery schedule or contract price, or both; and for cost-reimbursement contracts, an equitable adjustment in the delivery schedule, the estimated cost, the fee, or a combination thereof, and in any other terms of the contract that may be affected; and the contract shall be modified, in writing, accordingly, if--

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to an adjustment within 30 days after the end of the period of work stoppage; provided, that if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon a proposal submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

(e) The Government's rights to terminate this contract at any time are not affected by action taken under this clause. (End of clause)

3.1-1 Clauses and Provisions Incorporated by Reference (June 1999)

This screening information request (SIR) or contract, as applicable, incorporates by reference one or more provisions or clauses with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make the full text available, or offerors and contractors may obtain the full text via Internet at: http://fast.faa.gov (on this web page, select "toolsets", then "procurement toolbox").

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3.2.2.3-33	Order of Precedence (January 1999)
3.2.2.7-6	Protecting the Government's Interest when Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (April 1996)
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3.3.1-10	Availability of Funds (April 1996)

3.3.1-15	Assignment of Claims (April 1996)
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3.6.2-13	Affirmative Action for Handicapped Workers (April 2000)
3.6.2-14	Employment Reports on Special Disabled Veterans and Veterans of Vietnam Era (January 1998)
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3.13-2	Security Requirements (April 1996)
3.13-7	Qualifications of Employees (July 2000
3.13-8	Foreign Nationals as Contractor Employees (February 2000)

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5	Qualification Inquiry	4/8/97	1
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9	Order 1600.25D, FAA Identification Media, Official Credentials, Passports, and Vehicle Identification Media	1/22/92	
10	Order 1600.69, FAA Facility Security Management Program (Portions Furnished as determined necessary by the COR)		
11	Order 1900.12B, Aeronautical Center Emergency Operation Plan	10/28/97	
12	Order 3940.1C, Procedures for Handling Injury, Illness, or Fire at the MMAC	10/18/90	
13	Order 5200.7, Training for Drivers In an Airport Operations Area	11/18/92	
14	Order 1600.1D, Personnel Security Program	2/5/98	
15	Order 1600.2D, Safeguarding Controls and Procedures for Classified National Security Information and Sensitive Unclassified Information	8/29/97	

16	Order 1280.1A, Protecting Privacy of Information About Individuals	10/7/94

NOTE: Attachments 7 through 16 have not been furnished with the RFO. However, copies are available upon written request to the Contracting Officer (facsimile acceptable (405) 9549219)

STATEMENT OF WORK

FOR

FEDERAL AVIATION ADMINISTRATION

MIKE MONRONEY AERONAUTICAL CENTER

SECURITY GUARD SERVICE

FEBRUARY 2000

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Definitions/Acronyms

As used throughout this SOW the following terms/acronyms shall have the meaning set forth below:

Definitions

Acceptable Quality Level (AQL): The allowable leeway or variance from a standard before the Government will consider a service unsatisfactory. An AQL does not say that the contractor may knowingly offer unsatisfactory service(s). It implies that the Government recognizes that defective performance sometimes happens unintentionally. As long as the percent of the defective performance does not exceed the AQL, the service will not be considered unsatisfactory by the Government. The contractor, however, must re-perform the defective service when possible.

Contract Discrepancy Report (CDR): A formal, written documentation of contractor non-conformance or lack of performance for contracted work.

Contracting Officer(CO): The person authorized to act on behalf of the Government to negotiate and award contracts and modifications thereto, and to administer contracts through completion or termination. Except for certain limited authority delegated by the CO to a technical representative, the CO is the only individual with the authority to direct the work of the contractor.

Contracting Officer Representative (COR): The authorized Government representative(s) acting within the limits of their delegated authority as authorized by the CO, for overall technical management of the contract.

Contracting Officer Technical Representative (COTR): The authorized Government representative(s) acting within the limits of their delegated authority for management of specific functional activities.

Defect: Each instance of noncompliance with a contract requirement. A defect may be caused by either nonperformance or poor performance.

Emergency Work: Security guard services which takes priority over all other requirements of the SOW and requires immediate action including diverting personnel from other jobs, if necessary, to cover the emergency.

Expendable Property: Government property that is consumed by the contractor while performing requirements of the SOW.

Facility Management Specialist (FMS): A Government employee who is trained in contract inspection, and who has responsibility for inspecting services performed in accordance with the SOW.

Facility Security Coordinator: A government point of contact for staffed FAA facilities that would be the facility manager's representative in coordinating with the responsible SSE on security matters, to include assessments, inspections, and accreditation.

Government-Furnished Equipment (GFE): Government owned equipment provided to the contractor for use in fulfilling the terms of this contract.

Government-Furnished Facilities (GFF): Areas of buildings designated by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government-Furnished Property (GFP): All equipment, facilities and material provided by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government Representative: The Contracting Officer or his/her Authorized Representative(s) and Facility Management Specialist (FMS).

Hand Receipt: A signed document acknowledging acceptance of responsibility for items of property listed thereon which are loaned or issued for use and are to be returned to the Government.

Inspection: The comparison of services against contract requirements in order to establish conformance or non-conformance with the contract requirements.

Installed Building Equipment: Items of equipment or furnishings which are affixed as a permanent part of the structure.

Personal Property: Property of any kind except real property, or records of the Federal Government.

Property Administrator: An authorized representative of the Contracting Officer or his/her Authorized Representative assigned to administer the contract requirements and obligations relating to Government property.

Quality Assurance(QA): A method used by the Government to check services to determine whether or not they meet the requirements of this contract.

Quality Assurance Surveillance Plan (QASP): A written plan that details what is to be evaluated, how evaluations are to be accomplished, frequency of evaluations, and evaluation parameters.

Quality Control Program (QCP): Contractor's system to control the services to ensure that requirements of the contract are performed.

Real Property Equipment: Equipment built into or permanently attached to building(s).

Servicing Security Element (SSE): Civil Aviation Security Division

Software: Software is defined as the application system and all supporting software packages, new development of software systems or programs for special or recurring requirements in support of security guard services at the MMAC.

Statement of Work (SOW): A document that describes the requirements and/or services, including performance standards for contractual services.

Surveillance: Planned or random observation of requirements of the SOW or services performed.

Acronyms

AC	Aeronautical Center
ACSMS	Aeronautical Center Security Management System
ACO	Administrative Contracting Officer
ADP	Automated Data Processing
AG	Access Gold
AQL	Acceptable Quality Level
CAMI	Civil Aeromedical Institute
CDR	Contract Discrepancy Report
CCMS	Central Control Monitoring System
CO	Contracting Officer
COR	Contracting Officer's Representative
COTR	Contracting Officer's Technical Representative
CQC	Contractor Quality Control
FAA	Federal Aviation Administration
FAALC	FAA Logistic Center (formerly FAA Depot)
FMS	Facility Management Specialist
FPA	Federal Property Administration
FPMR	Federal Property Management Regulations
FSC	Facility Security Coordinator
FY	Fiscal Year
GFE	Government-Furnished Equipment
GFP	Government-Furnished Property
GOCO	Government-Owned, Contractor-Operated
IAW	In Accordance With
MMAC	Mike Monroney Aeronautical Center
OJT	On-the-Job-Training
OSHA	Occupational Safety and Health Act (or Administration)
PC	Personal Computer
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SSE	Servicing Security Element
SOW	Statement of Work
TE	Technical Exhibit
TI	Technical Inspection
TRW	Thomas Road Warehouse (Leased Facility to FAALC)

Specifications/Statement of Work

C.1 Scope of Work

The Federal Aviation Administration (FAA) has revised and updated its requirements for guard services for all facilities and established minimum standards for physical security management, control, and safeguarding of assets and facilities. The purpose of this contract is to procure armed guard services which provide physical security safeguards for FAA employees, information, facilities, United States Government property and assets from loss, theft, damage, unauthorized use, criminal acts, espionage, sabotage, and terrorism. Under this contract, the Contractor shall be required to provide guard services for the Mike Monroney Aeronautical Center and additional leased facilities which may be added anytime during the contract period.

C.2 General Requirements

The following is a representative listing of general duties and responsibilities to be performed by guard personnel at FAA/MMAC. Performance of this work shall be carried out in such a manner that causes minimal interruption to or interference with proper execution of government business. The Contractor shall ensure that all security violations are properly documented and reported to the Contracting Officer's Technical Representative (COTR), the Facility Security Coordinator (FSC) and Servicing Security Element (SSE) on AC Form 1600-26, Security Irregularity Record. The Contractor shall ensure that all guard services provided herein are in accordance with the Facility Guard Manual.

Contract guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes or directives and all documents listed in Technical Exhibit One.

1. Take appropriate action to prevent the occurrence of fires, explosions, collapses, and other catastrophes. In such an event, summon appropriate response and then notify FAA personnel. Assist in minimizing the effects and in restoring the area to a safe condition.

2. Safeguard and deter the commission of crimes against a person or persons, summon appropriate response forces, and assist those response forces as required. Provide emergency assistance as required. Follow emergency and contingency operating procedures as prescribed by the facility, during emergency situations. Examples of emergencies are provided in the Facility Guard Manual.

3. Deter and report damage, pilferage, removal, secreting, misappropriation, misuse, larceny, theft, or other improper or unlawful threats to, or disposition of Government or personal property or acts of espionage, sabotage, or wrongful destruction within the facilities or grounds.

4. Apprehend and detain all suspicious persons, or those who gain or attempt to gain unauthorized access to the facility, for release to local law enforcement authorities.

5. Safeguard and protect all Government classified, proprietary and sensitive information, documents, material and equipment. Enforce the established policies and procedures for controlling the removal of property and documents from the facility.

6. Investigate and report any suspicious activity in accordance with established facility security policies and procedures.

7. Monitor, assess, and respond to alarms. Investigate and report any suspicious activity in accordance with established security policies and procedures.

8. Conduct visual inspections of the inside of all passenger and delivery vehicles and review the manifest before access to the facility is allowed.

9. Conduct random personnel/vehicle inspections as directed by the Facility Manager and/or FSC.

10. Enforce the facilities rules and regulations governing control of parking and all vehicular and pedestrian traffic. Deter and report unauthorized personnel and/or vehicular activities on the facility.

11. Ensure qualified, trained relief personnel are on duty as a replacement for any employee deemed unable to perform the assigned duties. The Contractor shall have a qualified relief replacement available within a two-hour time frame.

12. Provide additional qualified security guards for planned events, emergencies, and ad-hoc situations as required. The FAA shall provide the Contractor as much advanced notice as possible depending on the event(s) and or circumstances.

13. Operate, maintain, and enforce the system of personnel identification and access controls for facility employees and visitors prescribed by established orders, policies and procedure.

14. Monitor and assess the surveillance and intrusion detection systems as required.

15. Provide in writing any security deficiencies and report them in an expeditious manner to the COTR, FSC, and SSE. Modify patrol times and conduct non-routine patrols as directed by the Contracting Officer (CO), COTR or FSC.

16. Maintain a written daily log (FAA Form 1600.8) of all patrols, incidents, and visitors. This log may be reviewed only by the COTR, FSC and the Servicing Security Element (SSE).

17. Receive, receipt for, and secure prohibited personal property as listed in the Occupant Emergency Plan (OEP), as well as lost and found articles pending transfer to appropriate authorities.

18. Ensure all lights inside the guard post are turned down to provide maximum surveillance of the area. However, when vehicles approach, the guard shall ensure there is sufficient light for the driver to see the guard's signals.

19. Receive, receipt for, secure, issue, and account for all keys that are issued to the Contractor or placed under the Contractor's control.

20. Make appropriate checks using a watch clock or electronic tour system equivalent.

21. Ensure that all exterior doors are secured in accordance with FAA and facility directions.

22. Perform escort duties as required by security policies and procedures for the facility.

23. Provide written and verbal reports as required by existing policies and procedures.

C.2.1 Work Standards

The Contractor shall perform work to the standards and within the Acceptable Quality Levels (AQL) presented in this Statement of Work (SOW). The AQLs are the maximum deviations from the standards that will be allowed for satisfactory performance. The AQLs and standards are present in the Performance Requirements Summary, provided in Technical Exhibit Three.

C.2.2 Contractor Responsibility

The Contractor's work and responsibilities include all Contractor planning, programming, administration and management necessary to provide security guard services as specified herein. Security guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes, or directives and all documents listed in Technical Exhibit One

C.2.3 Commissioning and Deputization

All Contractor security guard personnel shall be licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.2.4 Contractor Personnel

The Contractor shall provide a sufficient number of qualified personnel to perform security guard services described in this SOW. These personnel shall provide the core of knowledge for the Contractor to ensure uninterrupted performance at the required quality levels.

C. 2.5 Contractor Key Personnel

Key personnel shall provide management, administrative and technical interface with the Contracting Officer's Representatives (COR) in the day-to-day accomplishments of these SOW requirements. The names of these individuals and their alternates shall be designated in writing in the Contractor's guard manual. Any proposed changes to these individuals must be approved in writing by the Contracting Officer Representative (COR). Project Manager, Shift Supervisors, Pass/Identification Personnel and Dispatcher Officer are considered Contractor key personnel.

C.2.6 Contractor Project Manager Requirements and Qualifications

The Contractor must assign one overall Project Manager who shall have complete and final responsibility for the Contract. This individual shall have full authority and autonomy to act for the Contractor in **ALL** day-to-day matters relating to Contractor performance and shall work with the COR in the overall administration and management of the required services. The Project Manager shall act as the initial point of contact for technical matters pertaining to performance requirements. The Project Manager shall be physically present on site at the MMAC, except on legal federal holidays, during the hours of 8:00 a.m. through 4:30 p.m., Monday through Friday. The Contractor shall designate an individual(s) to act for the Project Manager when services are being performed at hours other than those listed above. A designee shall be named during all absences. The Contractor shall provide telephone and pager numbers of the Project Manager and alternate(s) where these persons may be contacted outside of normal duty hours. The Project Manager and any individual(s) designated to act for the Contractor shall have full authority to contractually commit the Contractor, and act without delay on matters pertaining to execution of the contract. The Project Manager shall have four (4) years management experience in facility protection at a level commensurate with the scope of work of this contract. In addition, the supervisor must meet the Contract Guard Requirements as set forth in section C.3.19 in this contract. This Project Manager must be satisfactory to the CO and SSE.

C.2.7 Contractor Guard Project Manager Responsibilities

The Contractor Project Manager shall be available at all times to receive and implement orders or special instructions from the COTR concerning matters which affect the operation, protection and/or security of assigned areas.

The Project Manager shall not hold the position of an on-duty guard except in emergencies. In emergencies, the Project Manager may staff the post not to exceed three hours in any consecutive eight-hour period.

The Project Manager shall:

1. Exercise individual judgment as to staffing, scheduling and utilizing guard personnel.

2. Provide to the COTR a current list of available guards. This list will consist of individuals who meet all the special provisions provided for in these specifications. The Contractor will be responsible for maintaining this list with current information and will supply the COTR with a new list whenever changes occur.

3. Exercise supervisory responsibilities over the operation of guard force to ensure that the required services are provided on a consistent and continuous basis.

4. Serve as the contact point between the Contractor and the COTR/FSC. The Project Manager shall receive and handle all instructions from the COTR/FSC and ensure they are properly implemented by the guard force.

5. Receive complaints regarding violations of guard instructions and initiate corrective action.

6. Conduct an FAA approved security orientation on individual conduct and responsibility for contract personnel prior to their duty assignments. Each employee's initial orientation will be documented and signed by the employee and supervisor. A copy shall be forwarded to the CO and COTR.

7. Inspect each guard post no less than three (3) times each calendar week to observe their conduct from the standpoint of efficiency, conduct and compliance with the Facility Guard Manual, guard orders and other applicable regulations and instructions. In making the required supervisory inspection, the Contractor shall determine at a minimum that the guard is in full uniform when carrying out the duties and responsibilities of the FAA contract. The inspection shall ensure that the overall appearance and demeanor of the guard promulgates professionalism, not only during the actual inspection but also throughout the assigned shift. The Contractor shall ensure that all results of observations are kept in a guard log.

8. Conduct unannounced site inspection between the hours 6:00 p.m. to 5:00 a.m. of each shift totaling at least 16 hours per month and will provide a written report to the COR of the conditions or deficiencies and action to be taken. The COTR may determine specific inspection times, as required. The date and time of Project Manager visit shall be noted in the FAA contract guard log.

When inspecting the guard employees, the Project Manager shall ensure that:

1. A current copy of the regulations and instructions pertaining to the guard post, the guard manual and guard orders are immediately available at each post of duty.

2. Each guard has studied the orders and regulations and is thoroughly familiar with them.

3. Each guard must comply with the orders and regulations at all times.

C.2.8 Actions to be Taken by the Contract Guard Management

The Project Manager /shift supervisor, upon notification that a firearm has been discharged, shall take the following actions:

1. Ensure that action has been taken to notify the appropriate authorities if a fatality, injury, or damage to private property occurs,

2. Request medical aid, if needed.

3. Notify the FSC/SSE/COTR by the most expeditious means available and provide a written follow-up report of the incident within 24-hours.

C.2.9 Contractor Guard Shift Supervisor

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager. Shift supervisors shall have three (3) years experience in facility protection at a level commensurate with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal "guardmount" at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements.

C.2.10 Contractor Guard Pass and Identification Personnel

Pass & ID personnel shall have experience with Best locking systems, combinating cores, removal and installation of locking hardware, making keys, access card security system, including upgrading and downgrading codes for access cards, changing status levels and time zones for access cards, and data entry in a computerized identification media system.

C.2.11 Contractor Guard Dispatcher Officer

Dispatcher Officers shall have a minimum of two (2) years experience in facility protection at a level commensurate with the scope of work of this contract; in addition to one (1) year experience operating and administering computer based programs dealing with building intrusion and fire detection systems.

C.2.12 Contractor Guard Patrol/Post Officer

Patrol officers shall have a minimum of one (1) year experience in facility protection at a level commensurate with the scope of work of this contract.

C.2.13 Security Guard Force

All Contractor security guard personnel shall meet the requirements of FAA Order 1600.69, FAA Facility Security Management Program. All security guard personnel must be fully capable of reading, writing, understanding, and speaking common English. All personnel shall be U.S. Citizens.

C.2.14 Specific Personnel Qualifications

The Contractor shall provide qualified security guard personnel as needed to meet requirements of the SOW. The Contractor shall provide for all training to meet requirements of the SOW unless otherwise specified herein or as otherwise approved by the COR. Qualification training records shall be maintained for each employee.

C.2.15 Qualification Review

The Contractor shall present all pertinent qualification credentials to the CO and/or COR for subsequent review, in accordance with FAA Order 1600.69, FAA Facility Security Management Program. The Contractor shall obtain approval from the CO and/or COR as to acceptance of all Contractor nominated supervisory and security guard personnel for positions in this contract.

C.2.16 Restrictions on Employee Activity

Contractor employees shall conduct only activities covered by this SOW while on Government premises. Contractor employees shall not discuss information obtained in the performance of work with unauthorized personnel.

C.2.17 Identification

Each Contractor employee shall conspicuously display approved DOT/FAA identification media in accordance with the contract and SOW.

C.2.18 Contractor Employee Compliance with Regulations

The Contractor shall ensure that all Contractor employees observe and comply with all local and FAA policies, regulations, and procedures. Applicable DOT/FAA Orders are listed in Technical Exhibit One. All Contractor employees shall cooperate fully with federal investigations in any and all matters.

C.2.19 Monthly Personnel Reporting Requirements

The Contractor shall provide to the COR on a monthly basis, the names, work shifts, job titles, hiring dates, and termination dates, in alphabetical sequence, of all persons who were in the Contractor's employ the previous month. These reports are due no later than the 5th day of each month.

C.2.20 Data Security Systems

Data security shall be provided via office and terminal restrictions. The Contractor shall be responsible for monitoring and controlling access to those Contractor personnel authorized to operate these data systems. Any password assignments shall only be used by authorized Contractor personnel and all passwords shall be provided to the COR. Specific systems and databases involved are Access Gold and ACSMS.

C.2.21 Stolen, Missing, or Damaged Government Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged Government property to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination that the item(s) is stolen,

missing or damaged. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of Government property.

C.2.22 Stolen, Missing, or Damaged Personal Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged personally owned property which is determined to be missing, stolen, or intentionally damaged while on or in Government facilities to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of personal property on or in Government facilities.

C.2.23 Applicable Documents/Forms

The Contractor shall have available for use, the documents listed in Technical Exhibit One and forms listed in Technical Exhibit Two. All referenced Federal laws, codes, directives, and instructions in effect at time of solicitation shall be considered mandatory regulations as applicable to the service to be performed. Mandatory regulations are considered those regulations that are required to perform the required SOW services.

C.2.24 Revision Without Cost Increase

All revisions to mandatory regulations which do not result in an increase in costs, as determined jointly by the CO and/or COR and the Contractor, shall be implemented within five working days of the Contractor's receipt of the revision.

C.2.25 Required Forms

The Contractor will stock the forms listed in Technical Exhibit Two that are required for the performance of this SOW. The official use of these forms are required unless the COR determines that they may be disposed of or altered. The Contractor is required to notify the COTR immediately upon reaching the reorder point for each form.

C.3 Statement of Work

The Contractor shall furnish all labor, supervision, materials, equipment, transportation, and management necessary to provide guard services in accordance with the stated requirements, except the Government Furnished Properties specified in Technical Exhibit Two. The Contractor shall implement all necessary scheduling, personnel, and equipment control procedures to ensure timely accomplishment of all guard service requirements.

C.3.1 Contractor Management

The Contractor shall manage the total work effort associated with the guard services required herein to assure fully adequate and timely completion of these services. Included in this function will be a full range of management duties including, but not limited to, planning, scheduling, report preparation, establishing and maintaining records, and quality control. The Contractor shall provide an adequate, qualified staff of guard personnel with the necessary management expertise to assure the performance of the work in accordance with sound and efficient management practices.

C 3.2 Contractor Supervisor Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Supervisor Guard Manual to each contract guard supervisor assigned to duty at the FAA facility. The manual shall contain the basic guidance issued by the Contractor to their supervisory employees concerning matters of discipline, inspections, management practices, and overall supervisory authority on this contract. The supervisor is additionally responsible for compliance to the Contractor Guard Manual. The Supervisor Guard Manual shall be coordinated with and approved by the COTR and the SSE before issuance.

Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Supervisor Guard Manual for review. The FAA will review and approve this document within fifteen (15) calendar days of receipt. The Contractor shall furnish, within fifteen (15) calendar days of FAA approval, one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Supervisor Guard Manual shall be approved by the COTR/SSE before issuance. The manual shall be reviewed by COTR and SSE annually and updated as required.

C.3.3 Guard Staffing Requirements

The Contractor shall provide all security guard service required to accomplish activities listed in this contract for the MMAC. The MMAC is leased property, which consists of approximately 1,000 acres. The property extends north to SW 59th Street, south to SW 89th Street, east to flight line (AOA) and west to Rockwell AVE. Additional leased facilities may be added at a later date. A two week notice of intent to discontinue service will be given on leased facilities. A layout of the leased area is provided as Technical Exhibit Five.

All security guard services shall be performed in accordance with the standards presented in Technical Exhibit Three, Performance Requirements Summary. The specific security guard services are defined in the following functional areas:

Surveillance, Patrol and Fixed Post C.3.4
Access Control C.3.5
Staff and Maintain Dispatcher Office C.3.6
Staff and Maintain Identification Processing Office C.3.7
Fire Detection and Intrusion Alarm System Control C.3.8
Parking and Traffic Control C.3.9
Response to Emergency Situations C.3.10
Transportation or Escort of Government Funds C.3.11
Data and/or Reports C.3.12

Security guard services performed IAW the SOW are protective and preventive in nature. Emphasis must always be on protection of property and personnel by engaging a system of **consistent** preventive measures and administrative requirements. The Contractor shall implement security systems and procedures IAW Aeronautical Center and FAA Orders and regulations. Security guard services performed under the SOW are generally restricted to Government-leased property within the area described above; however, the Contractor may be required to assist with emergencies occurring on non-leased property adjacent to and within the MMAC which could affect operations at the MMAC. Because of the MMAC relationship to the City of Oklahoma City, both operationally and geographically, the Contractor should maintain a close working relationship with certain Oklahoma City departments. These include Police and Fire Departments, Department of Airports, Oklahoma City Airport Trust, Street and Traffic Control, Safety, Civil Defense, and Federal Transfer Center personnel.

The Contractor shall be responsible for the **consistent** performance and professional behavior of security guard services as identified by the SOW. Security procedures and functions are also outlined in Technical Exhibit Three.

C.3.4 Surveillance, Patrol and Fixed Post

The Contractor shall provide surveillance and patrol, 24 hours per day, 7 days per week (exceptions are noted) as follows:

1. Monitor via CCTV and conduct spot checks of vehicle and personnel access to the AOA flight line at Gate 12 and Gate 13. Spot check ramp permits, vehicle license tags, ID media, etc.

2. Maintain guard posts at the north, east, west and gate 20 entrances of the FAALC Warehouse building. Security guards shall be stationed at the north and east guard posts daily from 5:30 a.m. through 6:30 p.m. and gate 20 post from 08:00 a.m. through 4:00 p.m. weekdays, except federal holidays. Security guards shall be stationed at the west guard post 24 hours, 7 days a week. FAALC post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the FAALC as directed by the COR.

3. Maintain guard post at (FAALC leased facility) Thomas Road Warehouse, located at S.W. 36th Street and South Thomas Road. Security guards shall be on station 24 hours, 7 days

a week. Post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the TRW as directed by the COR.

4. Security guard service at FAALC north post, gate 20 and TRW are full-time temporary positions. Services for these positions may be discontinued with a two-week notice.

5. During the hours of 7:00 a.m. through 3:00 p.m., Monday through Friday, except federal holidays, maintain patrol activities, using Contractor furnished vehicles, around the MMAC by dividing the center into two distinct patrol areas. One area is east of MacArthur Blvd. and the other area is west of MacArthur Blvd. Patrol activities must be accomplished by vehicle patrol. Four vehicles are required to accomplish this function. When required for short periods of time, fixed post units may be utilized to assist the dispatcher's office, perform funds transfer, fill out accident reports, etc.

6. Maintain guard posts at the north and south entrances of MacArthur Boulevard. The north entrance will be open 24-hours a day, seven days a week. The south entrance will be open 5:30 a.m. to 6:30 p.m., Monday through Friday excluding Federal holidays. When the south posts are secured these patrol units will maintain patrol activities around the MMAC. Requirements of the security guards include checking vehicle identification media, checking identification media, issuing vehicle parking permits, issuing visitor badges and conducting position media identification checks as directed.

7. During the hours 7:00 a.m. through 3:00 p.m. Saturday, Sunday and federal holidays, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time frame.

8. During the hours of 3:00 p.m. through 7:00 a.m., seven days per week, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time period. Patrol of these two areas shall be accomplished by patrol vehicle. Security guard personnel shall patrol the high usage, high activity areas at a minimum of once per hour. The remote areas shall be checked a minimum of twice per shift. When necessary, the patrol unit from the east side of MacArthur Blvd. can be used to assist the dispatcher office, make safe checks, respond to emergencies, etc.

9. During the hours of 8:00 a.m. through 4:00 p.m., Monday through Friday, except federal holidays, maintain one (1) foot patrol. Foot patrol may be utilized to assist the dispatch office, to perform special function or work assignments and other such duties deemed necessary by the FAA.

10. Safe checks are usually scheduled between 5:00 p.m. and 8:00 p.m. daily. All designated security containers located in the various MMAC buildings must be checked to ensure their secure condition.

11. The level of surveillance and patrol shall be sufficient to effectively deter unauthorized use of Government property, theft, vandalism, sabotage, etc. All security guard surveillance

and patrol personnel shall be alert to and report fire and safety hazards, perform duties outlined in MMAC contingency plans for bomb threats, demonstrations, unlawful strikes or gatherings, and emergency readiness. Requirements include crowd control, building access control, and assisting search procedures.

12. All security guard personnel shall prepare Security Irregularity Record, AC Form 1600.26, concerning all violations of Federal, State, or local laws and FAA regulations, which they observe. These reports shall be submitted to the COTR, FSC and SSE.

13. Security guards shall assist stranded or lost motorists and pedestrians as appropriate and when such assistance does not diminish or interfere with the security of the MMAC.

C.3.5 Access Control

The Contractor is responsible for the daily securing/locking of doors. This requirement normally is accomplished between 4:30 p.m. and 6:30 p.m. Approximately 300 doors and 24 gates shall be checked and secured if found unlocked. All doors and gates will be checked at least twice per shift, except 7:00 a.m. through 6:00 p.m., excluding federal holidays. The Contractor must ensure that all designated doors and gates are unlocked at their assigned times. The schedule for locking and unlocking shall be approved by the SSE. The Contractor shall comply with any changes to the established schedule forwarded by the COTR.

C.3.6 Staff and Maintain Dispatcher Office

The Dispatcher Office is the control point for security guard activity. It is the focal point for all coordination and communications and shall be operated 24 hours per day, 7 days a week, without exception. Duties of the Dispatcher Office include maintenance of visitor register, monitoring intrusion and fire detection alarms, dispatching patrols to the site of all alarms for investigation, monitoring card access systems and CCTV systems, and serve as information center to all visitors and/or employees.

C.3.7 Staff and Maintain Identification Processing Office

The Contractor shall staff the Identification Processing Office with three security guard personnel. The personnel selected shall be approved by the COR. The Identification Processing Office shall be open 7:00 a.m. through 4:30 p.m. Monday through Friday, excluding federal holidays. One security guard shall be in the Identification Processing Office at the above times. Requirements of the office are as follows:

1. Make and issue keys, maintain records relating to control and issuance of keys, install remove and combinate cores, and maintain records relating to control, use and locations of cores.

2. Prepare official identification media by utilizing computer based digital identification system combined with the ACSMS and Access Gold programs.

3. Register and issue vehicle decals and process temporary Visitor Parking Permits, AC form 1600-44.

4. Take Government employee and Contractor fingerprints and complete fingerprint cards for the SSE. All cards shall be completed within three days of the date the fingerprints were taken.

5. Maintain current inventories of unused identification keycard badges, cores and keys.

6. Consolidate and enter data in the Access Gold program for building intrusion, update building lock and unlock schedule, and provide appropriate notification to Project Manager and/or printouts to the dispatcher.

7. Update and maintain current personnel security records for keycard badge system, metal keys and vehicle identification.

C.3.8 Fire Detection and Intrusion Alarm System Control

The Contractor shall ensure that all alarms are activated and operable according to schedules, which normally coincides with locking and unlocking schedules. Security guard personnel shall respond to all alarms and take action as required to ensure security and protection of Government property and/or equipment including providing escort for fire fighting equipment dispatched from both the Airport or Oklahoma City Fire Departments to the MMAC. The dispatcher is responsible for notification to CCMS operator, as appropriate, of any malfunctions or false alarms for repairs and/or resetting of devices in accordance with procedures approved by the COR.

C.3.9 Parking and Traffic Control

The Contractor shall enforce parking and traffic regulations IAW appropriate orders and regulations listed in Technical Exhibit One. When necessary, citations for violations can be issued as part of the enforcement program. As required security guard personnel will direct traffic on access roads and at intersections internal to MMAC leased property, check parking lots for unauthorized vehicles, assist visitors with directions and other problems as appropriate, and conduct specialized studies and surveys as requested by COR.

C.3.10 Response to Emergency Situations

Published emergency telephone numbers are connected to equipment in the Dispatcher's Office. The security guard dispatcher is responsible for answering these telephones. In a medical emergency, the dispatcher will obtain the necessary information and dispatch a patrol unit to the appropriate location. If necessary, the patrol unit will administer first-aid and request assistance from the Airport Fire Department Rescue Squad and/or ambulance service as required. The dispatcher shall advise if the emergency is for a coronary situation. Upon receiving a request for ambulance service the dispatcher will obtain the person's name, organization, and telephone extension. If there is a fire or any other type emergency, the dispatcher will obtain all available information and initiate appropriate action necessary to eliminate the emergency. The Contractor shall notify the COR any time emergency conditions and/or vehicles are at the MMAC.

C.3.11 Transportation or Escort of Government Funds

When requested the Contractor shall provide escort services for Government fund transactions between Government offices and/or buildings and the FAA Credit Union. Security guard personnel serving as escorts shall proceed directly from the office in which the Government funds are obtained and proceed directly to the specified depository. While transporting Government funds, security guard personnel shall not respond to any other requirement until delivery of the funds to the appropriate depositor has been accomplished.

C.3.12 Data and/or Reports

The Contractor shall submit to the COR a monthly status report of all work accomplished during each month of contract performance. Information contained in the report shall include, but is not limited to, difficulties encountered and solutions thereto, anticipated problems which may affect the progress of work, difficulties involving personnel, cost, etc., and a brief statement of any significant change which is planned in the course of the work. The report shall be in a narrative form, brief and informational in content, and shall be submitted in reproducible original and two copies by the 5th working day of the month following the reporting period.

The Contractor shall compile and maintain, or submit as scheduled to the COR, unless otherwise indicated, reports as follows:

a. Monthly Parking/Traffic Citation Report.....	Submit Monthly
b. Radio Dispatcher Log (AC Form 1600.25).....	Maintain for Two Years
c. Security Irregularity Record ..... (AC Form 1600.26)	Submit Daily
d. Vehicle Registration Log	Maintain Permanently
e. Keycard Badge Ledger.....	Maintain Permanently
f. Security Activity Report (AC Form 1600.37).....	Submit Monthly
g. Parking/Traffic Notice of Violation ..... (AC Form 1600.1)	Maintain Completed and Pending Notices, and Furnish Monthly Summary Reports
h. Visitor Register (FAA Form 1600.08)	Submit Monthly
i. Property Removal Record (FAA Form 4650.2).....	Submit Monthly to AML-10
j. Training Report.....	Submit Monthly
k. After Hours Check Report	Submit Monthly

l. Personnel Status Report containing ..... Submit Monthly
   (1) Name of Security Guard
   (2) Expiration Date of Medical Examination
   (3) Expiration Date of Firearm Qualification
   (4) Expiration Date of First Aid Qualification
   (5) Expiration Date of CPR Qualification
   (6) Expiration Date of Commission/Deputization

m. Permanent and Temporary Handicapped ..... Submit Weekly and Maintain Permanently
   Parking Requests and Assignments

n. Drug Free Certification ..... Submit Annually

o. Motor vehicle count coming onto the MMAC ..... Submit Daily

p. Security Duty Roster ..... Submit Daily

The Contractor shall keep two picture folders of current security guard personnel updated at all times. One folder shall be provided to the COR and the other folder will be located in the Project Manager's office. In addition, a picture folder of terminated security guard personnel, located in the SSE office shall be updated and kept current by the Contractor.

The Project Manager shall develop, write, and keep updated specific guidelines, general orders, special orders, and temporary orders for each patrol unit and/or guard position and submit to the CO and/or COR by November 1, of each year. Such documents shall be amended, corrected, or changed as deemed necessary by the COR.

C.3.13 Recall System

The Contractor shall provide an employee recall system with the capability of contacting and recalling off duty personnel up to four (4) per shift. Personnel shall be on-site within one (1) hour of the Contractor's receipt of the COR recall authorization. Situations which may result in recalls include riots, civil disturbances, or other large gatherings of people where, in the opinion of the COR/FSC/SSE, a threat exists to life and property.

C.3.14 Contract Guard Requirements and Qualifications

The Contract guards shall be armed, organized, trained, and equipped to perform functions in support of the FAA Facility Security Management Program for the protection of personnel, assets, and facilities. The authority of guards varies in accordance with the location and ownership of the facility concerned and applicable local, state, and federal laws. The following basic qualifications shall apply to all individuals employed or being considered for employment as a guard under this contract.

C.3.15 Citizenship

The Contractor shall utilize, without exception, United States citizens for the performance of this contract. The Contractor shall be wholly United States owned and operated.

C.3.16 Personal Traits

The Contractor shall ensure guards assigned to duties under this contract will be expected to:

1. Exercise good judgment.
2. Interact with people in a positive manner.
3. Maintain a high level of performance.
4. Input security related data in security computer systems.

C.3.17 Education Experience

Guard personnel shall, as a minimum, possess a high school education diploma or General Equivalency Diploma (GED) certificate and have two 2 years of experience demonstrating the ability to:

1. Meet and deal with the general public.
2. Read, understand, and apply printed rules, detailed orders, instructions and training material.
3. Construct and write clear, concise, accurate and detailed reports.
4. Maintain poise and self-control under stress.

C.3.18 Writing and Communication Skills

The Contractor shall certify in writing to the CO/COTR that each guard is fluent in speaking, reading, writing, and understanding written reports, orders, guidelines, and instructions in English and is able to write official reports in English that are grammatically correct and technically accurate.

C.3.19 Physical Exam/Drug Test

The Contractor shall ensure that each guard receives a physical examination and drug test. Each test shall be completed 30 days prior to any guard assuming duties under this contract.

The Contractor drug testing shall certify in writing to the CO/COTR prior to any guard assuming duties under this contract, and every year thereafter, positive evidence that the guard has passed a mandatory drug test, examined by a licensed medical doctor, and determined to be physically fit to perform the normal duty functions of a guard. In addition to the requirements stated herein, the examination shall cover, as a minimum, the following:

1. An evaluation as to whether the individual is in good general health, without any physical defects or abnormalities which would interfere with job performance.
2. A determination that the individual is free of any communicable disease.

3. A determination that the individual possesses binocular vision correctable to 20/30 (Snellen) and is not color blind.

4. A test of hearing capability to determine if the individual is able to hear normal conversation at 20 feet and whispered conversation at 10 feet without the benefit of a hearing aid.

5. Inoculation for immunizations to include Hepatitis A and B.

(NOTE: If state or local medical qualification standards for security officers are more stringent than those indicated above, the state and local standards shall apply.)

C.3.20 Physical Fitness Report

Before assuming duties, the Contractor shall certify in writing to the CO/COTR, each guard has been medically examined and determined to satisfactorily meet the medical qualification requirements. These requirements shall apply to both the initial medical certification prior to beginning employment and for required annual medical certifications, thereafter. The certification shall be submitted to the CO /COTR no less than 15 days prior to beginning on duty. The results of a mandatory drug test/screening test shall be part of the annual physical fitness report.

C.3.21 Age Qualifications

The Contractor shall ensure that at the time of employment, each guard is at least 21 years of age.

C.3.22 Physical Condition

The Contractor shall ensure that each guard shall be in good physical condition, be able to protect themselves and others, and withstand sudden emotional stress and physical exertion in apprehension of suspects and violators. Pursuit may be on foot, requiring running, jumping, climbing, and/or crawling, followed by physical contact to overpower the violator, as necessary.

C.3.23 Other Physical Requirements

The Contractor shall ensure that an individual who has been incapacitated due to serious illness, injury, disease, or surgery/operation, which could interfere with the effective performance of assigned duties shall, prior to resumption of such duties, provide medical evidence of recovery and ability to perform.

C.3.24 Medications (Prescribed, Non-Prescribed, Intoxicants)

The Contractor shall ensure that no Contract Guard or Contractor employee will possess, sell, consume, or be under the influence of medications, intoxicants, drugs, or substances, which produce similar intoxicating effects while on duty. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply.

The Contractor shall comply with 14 Code of Federal Regulation, Part 91, Section 17, Alcohol or Drugs.

C.3.25 Random Drug and Alcohol Testing

Contractor shall conduct random drug and alcohol testing on all guards working on this contract, and submit results to the CO and COTR.

C.3.26 Standards of Conduct

The Contractor shall maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and for taking such disciplinary action against employees as necessary. Each Contractor employee is expected to adhere to standards of conduct that reflect credit upon themselves, their employer, the FAA, and the Federal Government. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract for failure to comply with the standards of conduct. The Contractor shall initiate immediate action to replace such an employee to maintain continuity of services at no additional cost to the Government.

C.3.27 Disorderly Conduct

Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words, actions, or fighting shall not be condoned. Also included is participation in disruptive activities, which interfere with normal and efficient Government operations. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply with the Disorderly Conduct clause.

C.3.28 Neglect of Duties

The Contractor's neglect of duties shall not be condoned. This includes, but is not limited to, sleeping on duty, intoxication, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours, and refusing to render assistance or cooperate in upholding the integrity of the work site security. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract.

C.3.29 Bonds

The Contractor shall provide all official bonds required, and pay all fees or costs involved or related to the authorization for the arming of all employees engaged in providing services specified under this contract.

C.3.30 State and Local Licenses

The Contractor shall ensure all Contractor guard personnel are licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.3.31 Authority and Jurisdiction

The authority of Contractor personnel to detain and/or make arrests shall be that of private citizens as defined by the laws of the state(s) in which performance takes place; and each member of the guard force shall be under a duty by virtue of his/her employment under this contract to exercise that authority in the manner directed by this contract, including the Guard Manual.

The guard force shall be familiar with and comply with the limits of the jurisdiction defined in the Guard Manual.

C.3.32 Records and Reports

The Contractor shall maintain records and prepare reports as set forth in section C.3.12, Data and/or Reports. A copy of all reports shall be maintained on-site and available for inspection by the Government at all times.

C.3.33 Investigations

Periodically, the Contractor may be required to make written and oral statements to the Servicing Security Element, the Federal Bureau of Investigation, or other agencies due to the nature of a particular incident. Any written statements provided shall be considered a report under the terms of the contract.

C.3.34 Criminal Actions

Contractor employees may be subject to criminal actions as defined by Title 18 United States Code and any other applicable law. These include, but are not limited to:

1. Falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records.

2. Unauthorized use of Government property, theft, vandalism, or immoral conduct.

3. Unethical or improper use of official authority or credentials.

4. Misuse of weapons.

5. Security violations.

C.3.35 Daily Work Schedule

The Contractor shall provide a daily work schedule, which indicates specific hours of the day that each post will be staffed, the guard's name and the number of personnel per post. Other known requirements, such as scheduled escort services, scheduled courier services, and scheduled fire/evacuation drills shall also be shown on the schedule. The Contractor shall

submit this work schedule to the COTR daily prior to the beginning of each day. COTR shall be notified of any changes to the daily work schedule.

C.3.36 Contractor Pre-Employment Investigation

The Contractor shall be required to certify in writing to the CO that each guard has successfully passed a pre-employment suitability investigation in accordance with FAA Order 1600.69, FAA Facility Security Management Program, before the guard is assigned to the FAA facility.

The Contractor shall be required to conduct or have conducted a suitability investigation for each individual. The investigation shall include the following:

1. Search of police files in the area of residence.
2. Inquiries of former employers for a period of 5 years.
3. Information that may reflect on the suitability of the guard to perform security duties under this contract.

The Contractor shall provide the results of the investigative reports for each guard to the CO not later than 10 days prior to beginning duty.

C.3.37 Personnel and Industrial Security Requirements

All guard Contractor personnel shall be subject to a personnel security investigation. The Contractor shall submit completed applications for this background investigation to the CO not later than 10 days prior to beginning duty as a FAA contract guard. FAA Order 1600.1 Personnel Security Program, Appendix 9, Investigating Contractor Employees, provides FAA policy relating to personnel and industrial security requirements.

In order to protect the security interests of the government, and those transportation industry activities releasing proprietary information to the FAA, all Contractor employees assigned to perform service under this contract will, as a minimum, be the subject of a favorably adjudicated personnel security investigation.

Investigations will be accomplished through the FAA at no cost to the Contractor. The CO shall obtain an original Standard Form 85P, Questionnaire for Public Trust Positions, and one Standard Form FD-258, Fingerprint Cards, for each required check. The Contractor employee must date and sign both copies of the Standard Form 85P. The completed forms are submitted to the SSE at least 10 days prior to reporting for duty. The SSE shall maintain guard investigation files.

C.3.38 Employment of Government Personnel

The Contractor shall not hire off-duty Government employees whose employment would result in a conflict with Office of Personnel Management (OPM), Department of Transportation (DOT)/FAA Regulations, and any other Federal Code.

C.3.39 Convictions

C.3.39.1 Felony Convictions

The Contractor employee shall have no felony convictions and no convictions that reflect on the individual's suitability. Requirements for this contract may fall under other FAA Regulations prohibiting employment. Where contracts require access to airport operations areas the Contractor will comply with the Federal Aviation Regulation, part 107.

C.3.39.2 Misdemeanor Convictions

The Contractor shall ensure that all armed guards working on this contract are in compliance with the Lautenberg Amendment.

C.4 Government-Furnished Property and Services

The Government will provide, without cost to the Contractor, the property and services indicated below. The Government-furnished property and services provided as part of this contract shall be used by the Contractor only to perform services under the terms of this contract.

C.4.1 Equipment and Installed Property

The Contractor will obtain from the Government the equipment and installed property identified in Technical Exhibit Three. The GFE shall not be removed from the MMAC without prior written consent from the COR. GFE shall be managed and accounted for in accordance with the Government property clause of this contract.

C.4.2 Facilities

The Contractor shall utilize the office, dispatch, and Pass & ID office space in the Headquarters Building, guard stations at FAALC Gate 20, entrances to the MMAC, and TRW entrance. No alteration to the facilities shall be made by the Contractor without specific written permission from the COR.

C.4.3 Government-Furnished Material

The Contractor will be furnished materials to perform the services identified in this SOW as identified in Technical Exhibit Three. These materials shall be jointly inventoried at the start of the phase-in period by the Contractor and Government representative.

C.4.4 Other Government-Furnished Documents and Forms

Government forms, regulations, directives, and computer paper will be furnished to the Contractor. Initial supply of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements, and submit them to the COR.

C.4.5 Property Control Procedures

The Contractor shall conform to the requirements of AMS 3.10.3, Government Property, concerning management of Government-furnished property. The Contractor is directly responsible and accountable for all Government property in his possession during performance of this contract. Adequate property control records must be maintained by the Contractor's property control manager. The Contractor shall prepare and submit draft property control procedures to the COR within 30 days after award of the contract. These procedures must be approved by the COR pursuant to the terms of the contract.

C.4.6 Initial Government-Furnished Property Inventory

Not later than 30 working days prior to start of the performance period, the Contractor and a Government representative shall conduct a joint inventory for Government-furnished property addressed in Technical Exhibit Two. The Contractor shall provide a receipt for property provided by the Government. The Contractor and Government representative shall jointly determine the working order and condition of the equipment. Items of property missing or not in working order shall be reported to the COR immediately upon completion of the initial inventory. The Government will replace or repair any missing or defective Government-furnished property necessary for accomplishment of services required by the SOW. The COR will provide disposition instructions for items beyond repair. The Contractor and COR shall certify their agreement on working order and discrepancies in a written report. If the Contractor does not participate in the inventory, the Contractor must accept, as accurate, the listing and stated condition of equipment provided by the Government.

C.4.7 Annual Inventory

The Contractor shall inventory all material and equipment, identified in Technical Exhibit Two, at least once each year during the second quarter of the fiscal year. Since the FAA Property Administrator will normally participate in the inventories, the Contractor shall coordinate with the COR and/or FAA Property Administrator before taking an inventory. Throughout the performance period, the Contractor shall ensure that the equipment inventory listing is current, complete, and accurate.

C.4.8 Phase-Out Inventory of Government-Furnished Property

At completion of the performance period, a joint inventory of property shall be conducted by the Contractor and Government representative. The Contractor shall be liable for loss or damage to Government-furnished property beyond fair wear and tear in accordance with the clause of the contract entitled "Government-furnished Property". Compensation for replacement of lost property or property damaged beyond fair wear and tear shall be affected either by withholding amount owed to the Contractor or by direct payment by the Contractor; the method of compensation will be determined by the CO and/or COR. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost for repair, provided such amount does not exceed the replacement cost of equipment. For items lost or damaged beyond economical repair, the amount of Contractor's liability shall be the depreciated replacement value of the item. Determinations of economical repair and replacement values shall be provided by the CO and or COR. Any failure of the Contractor to agree with such determination shall be treated as a dispute over a question of fact pursuant to the contract clause entitled "Disputes".

C.4.9 Disposition of Property

When property is determined, by joint agreement between the Contractor and COR, to be beyond economical repair or becomes obsolete, the property will be returned to the Government in its entirety. Upon completion of the performance period, remaining Government property shall be returned to the Government.

C.4.10 Obtaining Additional Government-Furnished Equipment

The Contractor shall submit requests for additional Government-furnished equipment required in the performance of the contract. The Contractor shall submit such requests in writing to the COR.

C.4.11 Equipment Repair

The Contractor shall be liable for loss or damage to Government-furnished equipment beyond fair wear and tear in accordance with the terms of the contract. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost of repair. Failure of the parties to agree on repair costs shall be treated as a dispute under the "Disputes" clause of the contract.

C.4.12 Replacement of Equipment

The Government may replace, as required, GFE when due to fair wear and tear, and it is no longer usable for its intended purpose. The Contractor shall submit requests for replacement of GFE required for the performance of the SOW to the COR.

C.4.13 Unused Government-Furnished Equipment

The Contractor and the COR shall jointly inventory all GFE after 120 days from the phase-in period to identify all GFE not required for performance of the SOW. The Contractor shall release all unused GFE identified to the COR.

C.4.14 Damage Reports

In all instances where Government property or equipment are damaged by Contractor's employee, the Contractor shall provide a verbal report to the COR within 4-hours of occurrence. A complete typed original report shall be delivered to the COR within 24-hours of occurrence, explaining the circumstances of the accident and the extent of damage. Liability for loss or damage and cost for repair or replacement of Government property shall be governed by the terms of the contract.

C.4.15 Services

The Government will furnish the following services at no cost to the Contractor except as otherwise stated.

C.4.16 Utilities

Utilities (electricity, water, sewer, air conditioning and heat) shall be furnished to the Contractor without charge from existing outlets and supplies.

C.4.17 Telephone Services

The Government will provide existing local telephone services and telephone equipment to Contractor personnel necessary to accomplish work identified in this SOW. The Contractor shall use Government provided telephone service only for official business. The Government telephone service shall not be used for personal other business not related to this contract. Contractor personnel shall not relocate Government-furnished telephone equipment or in any way tamper with the telephone distribution system. The Contractor shall notify the COR when relocation, maintenance, or repair of telephones is required.

C.4.18 Real Property Maintenance

The Government will provide maintenance and repair of real property facilities.

C.4.19 Center Services

The Government will provide fire prevention and protection, inspection and maintenance of Government-furnished fire extinguishers and systems, pest control and janitorial services.

Government forms, regulations, directives, and computer paper will be furnished by the Government. Initial supplies of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements and submit them to the COR.

C.5 Contractor Furnished Property

The contract requires that the Contractor shall provide employees all necessary equipment to perform their duties in a competent, capable, and efficient manner.

The Contractor shall make the following typical equipment available to guard personnel to perform normal functions: firearms, first aid kits, and high power flashlights, key control containers, and such other items as the FAA may deem necessary.

C.5.1 Firearms Equipment Requirements

Minimum firearms requirements include the following:

1. Only upon successful completion of the required firearms qualifications and compliance with certification requirements shall a firearm, by serial number, be furnished by the Contractor to each guard and supervisor for duty use at FAA facility. Only the weapon with which the guard has qualified shall be used. Personal weapons shall not be used.

2. Firearms shall only be a .38 caliber, 4" barrel, and standard police service type revolver. Other types of weapons loaded with .38 caliber ammunition will not be acceptable as a substitute. Firearms shall be of U.S. manufacture only.

3. Firearms maintenance shall be performed on a weekly basis or more frequently, if weather conditions require, to ensure optimum operating condition. The Contractor shall provide all needed cleaning supplies for this function.

4. Modifications to issued firearms are not permitted with the exception of handgrips and sights. Qualification must be performed with the alteration in place and not simply removed and added before and after each qualification.

5. The Contractor shall provide a list of serial numbers of firearms to be used or stored on the premises to the COTR prior to the performance date. This list shall be kept current.

6. The Contractor shall provide ammunition for authorized firearms. Each guard, entering on duty, including the on-site supervisor(s), shall be issued twelve (12) rounds of .38 caliber 125-grain hollow point ammunition. Six (6) rounds shall be used as a firearm load with six (6) rounds carried in a cartridge case. Ammunition shall be inspected and cleaned daily to ensure its safe and effective use. Ammunition shall be of U.S. manufacture only.

7. The Contractor shall provide 100 rounds of .38 caliber ammunition stored on site in an approved General Services Administration (GSA) container acceptable for storage and available to guards to accommodate emergencies and in the event additional services are ordered.

C.5.2 Uniforms

The Contractor shall furnish all security guard personnel (full and part-time) with appropriate uniforms including insignia of rank. All Contractor's personnel shall be in full and proper

uniform while on duty. Each uniform shall consist of the following items and be in the weight indicated to the maximum extent possible, considering geographical and climatic conditions. The uniforms color(s) shall be the same as that in general use by large guard or police organizations in the United States. However, it must be distinctive, conservative, and maintain uniformity of appearance. Shoulder patches with Contractor identification and not larger than 4 ½ inches by 4 ½ inches shall be worn on the uniform's left shoulder. No other Contractor identification is to be worn or displayed on the uniform. Appropriate style and design of these items shall be provided for both male and female security guard personnel. The CO or COR shall have final approval as to acceptance or non-acceptance of the uniforms.

1. Winter Parka with removable hood or duty coat (1)-each
2. Lightweight jacket (bomber style) (1)-each
3. Trousers, uncuffed, 6 to 9 oz 65% polyester and 35% cotton *
4. Cap, winter/summer regulation police or other acceptable to the COR;
5. Raincoat, nylon coated (jacket/overall with hood) (1-each)
6. Overshoes (1-pair);
7. Gloves, black leather and lined (1-pair);
8. Belt, Sam Brown, with holster, nylon webb (1-each);
9. Safety vest (bright fluorescent orange) Title (Security) (12-total);
10. Shirts, poplin, long sleeve for winter and short sleeve for summer.
11. Neckties clip on type (3-each)
12. Security Guard badges with individual serial numbers, which identifies all personnel as Contractor's security guard personnel (1-each for hat, shirt, and coat).
13. Subzero clothing (jacket/overall with hood) Navy blue color (6–total);

* Full time employees shall have 5 each of shirts/pants and part time employees shall have 3 each shirts/pants.

Each security guard shall furnish and wear compatible shined shoes and dark socks with the above uniform. Uniforms shall be kept in clean, pressed, and untattered condition. Contractor shall furnish additional uniform to keep the security guard force in professional looking appearance at all times. All guard personnel will wear prescribed uniforms. Deviations are not acceptable other than may be necessary in the interest of health and safety. High standards of personal appearance will be maintained at all times.

Female security guard personnel working the 7:00 a.m. through 4:30 p.m. shift(s), in the Identification Processing Office, may with the concurrence of the on-site Project Manager and COR, wear an appropriate style and color uniform skirt in lieu of trousers.

C.5.3 Vehicles

The Contractor shall provide all vehicles necessary for the performance of this contract. All vehicles shall be kept in a safe fully operable condition at all times with a valid state safety inspection sticker from the State of Oklahoma. All fuel, oil, lubricants, and maintenance shall be provided by the Contractor. All vehicles shall be identically painted in a white color. All vehicles shall be clearly marked (front, rear, and both sides) with distinctive insignia containing the word "SECURITY" in letters at least four inches in height, in a black color. Each vehicle

shall have a handheld or fixed search light with a minimum of 100,000 candlepower, and a public address system. The Contractor shall furnish four (4) security patrol vehicles with one being a four-wheel drive pick-up suitable for use on streets and highways. Scooters, electric carts and/or other such motorized vehicles are not acceptable. The vehicles shall be approved by the COR and shall be equipped with the following:

1. Emergency light bar consisting of green flashing emergency beacon and rear facing amber flashing lights;
2. Side mounted spotlight;
3. Traffic emergency kit;
4. First Aid Kit;
5. Patrol vehicle identification signs/markings meeting requirements of FAA and Oklahoma City Police Department on both sides and rear of vehicle;
6. Style and color of patrol vehicles shall meet Oklahoma City Police Department requirements.

In the event one of the patrol vehicles are not available for use for any reason, a back-up patrol vehicle(s) shall be furnished by the Contractor and used until primary vehicle is back in service. Any back-up vehicle shall be equipped with, at minimum, an emergency flashing light and magnetic signs on the sides identifying the vehicles as security patrol vehicles. Back-up vehicles shall be the same type as the Contractor furnished patrol vehicles.

C.5.4 Property

Contractor furnished vehicles and equipment shall be identified as Contractor property. All Contractor furnished vehicles and equipment shall be in an operable condition and meet all local, State, and Federal safety requirements. Vehicles and equipment identified as not meeting the above safety requirements, by inspection of the COR, shall be removed from service within one hour of notification and repaired or replaced at Contractor's expense. Except for **minor** on-site repairs, the Contractor shall remove from MMAC, within 24-hours, any vehicle which becomes inoperative or which breaks down during operation.

C.5.5 Preventative Maintenance Program for Contractor Vehicles

Contractor vehicles shall have a written and approved Preventative Maintenance program established for each vehicle on site for review by the COR. Mileage for Contractor vehicles may not exceed 80,000 miles per vehicle without written authorization by the COR. The Contractor shall furnish four vehicles with one (1) being a four-wheel drive pick-up.

C.5.6 Administrative Supplies

The Contractor shall provide all day to day administrative supplies (i.e. pens, paper, folder(s), binder(s), etc.) required for compliance with the requirements of this contract.

C.5.7 Copier Equipment and Supplies

The Contractor shall provide all necessary reproduction/copying equipment and supplies required for compliance with the requirements of this contract.

C.5.8 Fuels

The Contractor shall be responsible for furnishing vehicle fuels for Contractor owned vehicles.

C.5.9 Permits

The Contractor shall, at no additional cost to the Government, obtain all appointments, licenses and permits required for security guard services IAW. the SOW and for complying with all applicable local, State, and Federal laws. The above requirements shall be provided to the CO at the start of the phase-in period, and shall be kept current through the completion of the contract.

C.5.10 Pager/Cell Phone

The Contractor shall be responsible for providing a pager and cell phone for the Project Manager.

C.6 Firearms Requirements

The Contractor shall ensure that guards shall not be issued firearms until they have been properly trained in their use and handling and there is documentation certifying their training and qualification. Contractor personnel may not carry or use chemical irritants.

C.6.1 Firearms Proficiency Training and Qualification

The Contractor shall ensure that each guard required to carry a weapon shall be trained and qualified to meet the minimum standards specified in FAA Order 1600.69, FAA Security Management Program, Appendix 13, including initial training and qualification, quarterly sustainment training, and annual requalification. The Contractor shall ensure that no guard shall bear a firearm on the facility or be assigned to an armed post until a written certification of qualification has been provided to the CO/COTR, and the guard has successfully completed training in the use of deadly force. The FAA reserves the right to witness firearms qualifications. The Contractor shall notify the COTR/FSC 15 days prior to scheduled qualification.

C.6.2 Possession of Privately Owned Firearms in or on FAA-Owned or Leased Property

The Contractor shall ensure that all guards while in or on FAA-owned, FAA-leased, or GSA-leased property, including vehicles, shall comply with the following:

1. No person shall carry or have in their possession, including their personal vehicle, firearms, or other weapons unless authorized by the FAA to do so in connection with his/her FAA official duties.

2. Guard personnel shall not carry or have in their possession firearms or other weapons except those specifically authorized in the FAA contract.

3. Firearms owned by the Contractor can be stored on FAA owned/leased property with the authority of the SSE in an approved storage container.

C.6.3 Reporting of Firearm Discharge

The Contractor shall ensure that all incidents involving the discharge of a firearm by a FAA employee or by guard personnel will be reported to the FSC/SSE/COTR

C.6.4 Individual Responsibility for use of Firearms

The guard personnel authorized to carry a firearm on FAA property are fully liable and responsible for actions taken involving the use of the firearm.

Procedures to be followed by the Individual:

Guard personnel responsible for the discharge of a firearm shall immediately notify his/her supervisor of the incident and the circumstances relating thereto.

1. The report shall include any injury or fatality which may have resulted from the use of the firearm, including injuries resulting from accidental discharges.

2. In the event that the individual responsible is not able to initiate reporting action, it shall be the responsibility of his/her supervisor to make the report.

C.6.5 Incident Reporting for Discharge of Firearms

The Contractor shall submit a written report to the FSC/SSE/COTR at any time a firearm is discharged for any reason, whether intentionally or accidentally. This reporting requirement is mandatory regardless of whether or not personal injury resulted from the discharge.

C.6.6 Firearms Qualification Requirements

Firearms qualification shall, at a minimum, occur annually and within 12 months of the previous qualification. Qualification shall be with the identical firearm (by serial number) that will be used during regular tour of duty.

1. Range qualification shall be accomplished on a recognized law enforcement or other approved range under the supervision of a certified firearms instructor. The minimum passing score shall be 210 points out of a possible 300.

2. Each qualifier shall both wear and use the duty gear that is assigned for daily use. This is to specifically include the holster and reloading devices or aides (e.g. speedloaders).

3. The "course of fire" shall be the same as the GSA/Federal Protective Service (FPS) qualification course, Federal Law Enforcement Training Center Practical Pistol Course described in Figure A13-1, FAA Contract Guard Firearms Qualification Course of Fire.

C.6.7 Guard Certification

Guard certification shall be in writing and must specifically identify by name each guard who:

1. Has successfully completed firearms qualification within the preceding 12 months, list the score attained, the model and serial number of the qualifying weapon, and the date of qualification.

2. Has fully and successfully complied with **all** training requirements in the Facility Guard Manual.

The Contractors shall **not** issue a firearm to their employees until the Contractor has certified in writing to the CO that the individual has successfully completed the firearms qualification and training requirements as required.

C.6.8 Prohibited Actions

Guard personnel employed by the FAA are governed by the policies and procedures as established.

Personnel duly authorized to possess or carry firearms in the performance of their duties, law enforcement, or security activities shall use only such force as is necessary to overcome any opposing force or threat by rendering the person(s) incapable of continuing the activity which prompted the use of such force or weapon.

Deadly force is authorized only when the guard has cause to believe that another person poses an imminent threat of death or serious bodily injury to the guard or others.

A firearm shall only be drawn when it is intended to be used in the protection of life.

Firing at a fleeing person is not justified.

Firing from a moving vehicle or at a fleeing motor vehicle is prohibited.

Firing warning shots is prohibited.

C.6.9 Required Actions

Contractor weapons and ammunition shall be surrendered to the COTR/FSC/SSE upon request for examination of serviceability.

C.6.10 Failure to Comply with Certification Requirements

Contractor employees who fail annual certification requirements or do not comply with certification requirements shall be immediately removed from official FAA duty and **not be authorized** to carry a firearm until they again successfully meet all certification requirements. The Contractor shall provide certification documentation to that effect and it is accepted by the COTR.

C.7 Training

C.7.1 General Training

The Contractor shall certify in writing to the CO/COTR that all guards assigned duties at FAA facilities have successfully met all state and local security officer training requirements prior to assignment to a position under this contract. In addition, guards shall have successfully completed facility and other training specified by this contract and any other training deemed necessary by the COTR, and FAA Order 1600.69, FAA Facility Security Management Program. If there is no state or local mandated training, all guards shall be initially trained, at a minimum, in the following categories:

1. Care of Firearms. Guard personnel will comply with all firearms certification and proficiency training requirements in accordance with Appendix 13 of FAA Order 1600.69, FAA Facility Security Management Program.

2. Use of Firearms. Firearms will be used only in extreme emergencies requiring the protection of life and then only in accordance with Appendix 13 of FAA Order 1600.69, FAA Facility Security Management Program.

3. Jurisdiction and Authority. Training sessions shall include descriptions of the guard responsibilities and authority with respect to apprehension, search, seizure, and use of deadly force.

4. First Aid. Demonstrate proficiency in first aid and cardio-pulmonary resuscitation.

5. Emergency Responsibilities. Demonstrate proficiency in the use of emergency equipment such as fire extinguishers and water hoses.

6. Operational Instructions. Demonstrate knowledge of the facility's layout, particularly stairways, fire doors, pipelines, sprinkler systems, sprinkler control valves and fire hoses, fire extinguishers and fire alarm systems, general, special, and temporary orders, facility security plan (FSP), and the guard manual.

7. Security and Contingency Situations. Recognize and appropriately react to emergency situations involving work place violence, bomb threats, sabotage, terrorism, hostage situations, and other criminal activity.

8. Safety. Demonstrate general knowledge of the safety requirements for the facility with special emphasis on any volatile materials stored within the confines of the facility.

9. Facility Access Control Procedures. Demonstrate knowledge of facility guidelines and procedures for personnel and vehicle access control.

10. Communications. Demonstrate the proper use of primary, alternative, and emergency communications equipment.

11. Reports. Demonstrate adequate report writing skills associated with guard operations.

C.7.2 Training Plan

Within fifteen (15) calendar days after contract award, the Contractor shall submit a proposed training plan in accordance with FAA Order 1600.69, Facility Security Management Program, and Appendix 13.

1. Name and location of training facility (ies).

2. If the training facility is not an institute accredited to provide such training, the names, location and qualifications of instructors shall be approved prior to any instructions by the SSE.

3. Dates/Times training courses are to be presented.

The Government reserves the right to reject the training plan if it determines that training facilities are inadequate and/or instructors are not qualified to provide such training. If the training plan is rejected, the Contractor shall submit a new training plan within 10 calendar days. Failure to submit an acceptable training plan may be grounds for termination for default of this contract. Revisions to the approved training plan shall be submitted to the Contracting Officer for review/approval within five calendar days of such revision. In the event of personnel turnover, new Contractor employees must complete training under the Contractor's then current training plan. The Government reserves the right to audit all or part of Contractor provided training courses.

C.7.3 Specific Requirements

The Contractor shall be fully responsible for the initial and recurrent training and orientation of all assigned guard personnel. The Project Manager shall maintain a training folder on each employee and shall certify each employee's proficiency in each guard position in addition to certifying on all recurrent training. All new guard personnel shall receive 40 hours on-the-job training in the functions required by this SOW. No employee shall be permitted to assume any guard position without a qualified escort until having demonstrated his proficiency in each position to the Project Manager. The Project Manager shall certify to the COR in writing all new guard personnel qualified to assume each position. Each guard employee shall receive at least four hours recurrent training per month. Training subjects for each month shall be determined by the Project Manager with the concurrence of the COR. Annual training shall be in accordance with FAA Order 1600.69, FAA Facility Security Management Program.

Training shall be conducted so as not to interfere with security guard duties and activities as identified in this SOW. The Project Manager shall advise the COR of all training schedules in writing and the COR and/or COTR may attend and observe any training session.

C.7.4 Recurrent Training

Guard personnel shall receive a minimum of eight hours of refresher training per month. A summary of training requirements is included in accordance with FAA Order 1600.69, Facility Security Management Program, Appendix 13.

C.8 Guard Operations

C.8.1 Guard Orders

Instructions shall be specific to the facility receiving the FAA contract guard services and be in the form of general, special, and/or temporary orders. These orders shall be clear, concise, and fully describe the duties and actions that the guard is to carry out under specified conditions at all individual posts. The COTR will be responsible for ensuring that such orders are developed, maintained, and are current.

1. General Orders. Instructions which concern the guard as a whole and are applicable at all posts and patrols. They will cover such items as performance of contract guard duties and responsibilities in compliance with FAA Order 1600.69, Appendix 13, paragraphs 24 and 25.

2. Special Orders. Instructions which prescribe the responsibilities of a particular post or patrol. Each post or patrol will have special orders issued concerning the location, duties, and hours staffed.

3. Temporary Orders. Instructions which are issued for a short period covering a special or temporary situation.

C.8.2 Contractor Responsibility for the Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Guard Manual and Supervisory Guard Manual to each contract guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees concerning matters of dress, discipline, patrolling, first aid, emergency responsibilities, apprehension of suspects and arrest powers, courtesy, communications and chain of command. The Contractor Guard Manual and Supervisory Guard Manual shall be coordinated with the COTR and the SSE before issuance.

C.8.3 Contractor Guard Manual

The Contractor shall develop and issue a comprehensive Contractor Guard Manual to each guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees. Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Contractor Guard Manual as set forth by "List of Required Records and Reports" clause, in Section F to the FAA for review and approval. Within fifteen (15) calendar days from the date of receipt of FAA approval, the Contractor shall furnish one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Contractor Guard Manual shall be approved by the FAA before issuance and is subject to annual review by the COTR and SSE and updated as required. Any updating

The guard manual shall include, as a minimum, the following topics:

-General company policy, rules and regulations
-Chain of command
-Concepts of facility protection

-Legal aspects of installation protection
-Apprehension of suspects and arrest powers
-Patrol techniques
-Access and traffic control
-Detection of methods of sabotage
-Fire prevention and protection
-Communication
-Report writing
-Handling of safety hazards and bomb threats
-Care and handling of firearms
-First aid
-Wearing of the prescribed uniform
-Standards of conduct and discipline
-Courtesy
-Medical examinations of guards and certification of acceptability
-Physical conditioning
-Data on security of classified information
-Employee's vacation pay if required by the Service Contract Act Wage Determination
-Emergency responsibilities
-Firearms qualification and certification
-Facility telephone notification list
-Facility Occupancy Emergency Plan
-Facility Contingency Plan

A detailed review of the guard manual shall be provided as part of each employee's initial training, and each time the guard manual is modified. No guard shall be assigned to duty unless he/she is thoroughly knowledgeable of and understands the guard manual. The guard manual may be modified to reflect required changes in the Government's guard services policies and procedures.

C.8.4 Incident Reporting

Incident reporting is required in order to identify and assess the loss and damage to FAA property and facilities. It provides essential data that describes the type of incidents associated with a facility and is a key element in the development of the FAA Facility Security Management Program.

The objective of the incident reporting process is to provide a timely and accurate flow of data concerning the nature and frequency of adverse events which occur at FAA facilities. Below is a list of examples of reportable incidents. This list is not all encompassing and is intended to be used as a guide.

Example of Reportable Incidents

Arson	Kidnapping	Stalking
Assault	Larceny	Theft
Bomb Threats	Loss of U.S. Gov. Property	Terrorism

Burglary	Misuse of U.S. Government Property	Vandalism
Car Jacking	Murder	Violence in the Workplace
Civil Disturbance	Rape	Weapons Incidents
Drive-by Shootings	Robbery	
Drug Use	Sabotage	

The written incident report submitted by the supervisor shall contain, as a minimum, the following information:

1. Name and duty assignment of the individual having custody of the firearm.
2. Time of the firearm discharge (date/day/hour).
3. Reason for firing the weapon.
4. Activity in which the individual was engaged when the weapon was fired.
5. Injury, fatalities, or property damage resulting from the discharge.
6. Names of any witnesses having knowledge of the incident

C.9 Work Requirements

C.9.1 Entry Control

The Contractor shall deter unauthorized person(s), property, or vehicles from entering into the area(s) defined in the Facility Guard Manual. All posts shall be controlled during the specified times. During the time periods posts are not staffed, the posts shall be considered part of the perimeter and controlled by the roving patrol.

Authorized personnel or vehicles shall be allowed entry after they have been properly screened. The Contractor shall minimize traffic congestion during peak periods of personnel arrivals/departures in compliance with the Facility Guard Manual.

1. The Contractor shall comply with the Facility Guard Manual regarding issuance of temporary passes and temporary badges to Government employees, authorized visitors, Contractors, vendors, and others. The Contractor shall courteously and promptly process visitors, issue appropriate identification badges to authorized visitors, and record required information. Contractor employees shall provide clear directions to visitors upon request. Vehicle passes shall either be denied or issued after proper screening and validation.

2. Certain private property (e.g., audio and video recording devices, cameras, etc.) is prohibited to the facility.

3. Similarly, the Contractor shall maintain a list of lost items, accept found items, and secure them until they can be transferred to the proper authorities or the FSC for disposition. The Contractor shall be fully responsible for items in his/her possession.

4. In the case of an emergency/incident, all gates shall be closed to inbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification of the Contractor's base station or shift supervisor.

C.9.2 Exit Control

The Contractor shall comply with the Facility Guard Manual regarding detention of persons or property, and shall insure that any person(s) attempting to take Government property off the installation has a valid property pass, as identified in the Facility Guard Manual.

In the case of an emergency/incident all gates shall be closed to outbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification to the Contractor's base station or shift supervisor.

C.9.3 Roving Patrol

The Contractor shall provide personnel for roving patrols as specified in the Facility Guard Manual. All roving patrol guards shall be equipped with communications equipment as specified in the Radio Communications and Radio/Telephonic Communications sections of this

SOW, and be capable of making contact with the Contractor's base station and/or shift supervisor within one (1) minute at all times.

The roving patrol function may include both foot and motorized patrols. Roving patrols shall be continuously on the alert for the occurrence of fires, explosions, collapses, and other catastrophes by close and detailed observation of buildings, machinery, vehicles, equipment, other resources, and personnel. Unsafe or potentially unsafe conditions, procedures, or activities shall be identified and promptly corrected, if possible. The Contractor shall restrict admission to the unsafe area to minimize the risk and notify the COTR so that repair or corrective action can be accomplished as soon as possible. In the event of a catastrophe, the Contractor shall immediately summon appropriate response forces and then notify government personnel prescribed by the Facility Guard Manual; assist in minimizing the effects thereof; and assist in restoring the area to a safe condition as soon as possible.

The Contract Guards are required to use a watch clock system or some type of electronic guard tour system which is to be provided by the FAA to serve as a supervisory control and check on the performance of guards.

C.9.4 Perimeter

A check shall be made of the entire facility perimeter to detect unauthorized entry (attempted or actual). Routes and times shall be varied to avoid establishing a set pattern. The guard at a minimum shall check twice (2) per shift.

C.9.5 Building/Equipment Checks

Security checks shall be made twice (2) per shift of all buildings and pieces of equipment identified in the Facility Guard Manual. While such checks are primarily to detect unsecured facilities, the guard shall also immediately report to the appropriate authorities (as specified in the Facility Guard Manual) any fire, flooding, or other condition that could result in damage to buildings/equipment or injuries to personnel.

C.9.6 Execute Colors

The Contractor may be required to raise and lower the United States Flag (and other flags as authorized) at the locations and times indicated in the Facility Guard Manual. No deviations are permitted unless authorized. Verbal authorizations shall be recorded in an incident report.

C.9.7 Traffic, Parking, and Pedestrian Control

The Contractor shall direct traffic, control lights, and issue parking citations as described in the Facility Guard Manual. Tactful and courteous warnings or citations shall be made using the appropriate FAA form to individuals who violate facility-parking regulations. Abandoned vehicles shall be reported promptly in accordance with the Facility Guard Manual.

C.9.8 Deviation from Prescribed Schedules

In the case of emergency conditions requiring immediate attention, the COTR/ FSC may direct the Contractor Guard Supervisor to temporarily divert guards from their normal roving patrol duties to respond to the emergency conditions, at no additional cost to the FAA. Such employees shall return to their normally assigned duties when released from the emergency situation by the designated FAA official.

Except for the emergency conditions described in the Facility Guard Manual, the Contractor shall not divert roving patrol guard from their prescribed schedules without the prior approval of the COTR or FSC. In instances where verbal deviation approval is given by the COTR or FSC, all pertinent facts concerning the deviation shall be recorded in an incident report and forwarded to the COTR/SSE/FSC within three hours from completion of the incident.

Diversions resulting from emergency conditions described in the Facility Guard Manual shall be reported to the COTR/SSE/FSC in an incident report within three hours from the completion of the diversion.

C.9.9 Escort Services

The Contractor may provide escort services as described in the Facility Guard Manual for visitors not having the appropriate security clearance, and for the movement of valuables, explosives, classified material, hazardous material, fuel deliveries, and other items as required at the facility.

One security guard shall be provided to escort not more than ten (10) visitors. The guard shall escort vehicle(s) as required to their designated destination.

C.9.10 Complaints/Threats

The Contractor shall record complaints from any person concerning security, safety, or law enforcement within the Government's jurisdiction. Such complaints shall be promptly reported to the COTR/FSC for resolution and disposition. The Contractor shall endeavor to deter crimes against persons without waiting for a specific complaint, while immediately notifying the appropriate authorities. Response to bomb threats shall be in accordance with the Facility Guard Manual.

C.9.11 Traffic Accidents

The Contractor shall immediately notify the police of accidents, and shall assist, as required, in redirecting traffic, placing warning flares, and other safety protective actions identified in the Facility Guard Manual.

C.9.12 Gate/Building Openings

The Contractor shall open and close gate(s) and building(s) within the time parameters as specified in the Facility Guard Manual. The Contractor shall maintain a record of all nonscheduled gate/building openings and/or closings.

C.9.13 Key/Combination Control

The Contractor shall receive, secure, issue, and account for all keys/access cards or combinations issued for access to buildings, offices, equipment, gates, etc. for the purposes of this contract. Prior to starting work, the Contractor shall sign a receipt for all keys/combinations issued by the Government. The Contractor shall maintain records which show how many keys are in existence, in whose possession, and who has knowledge of and/or access to combinations. These records shall be made available to the COTR, FSC, SSE or any other Government Investigative Authority upon request. Keys shall not be duplicated.

C.9.14 Loss of Keys

Loss of either key(s) or access card(s) shall be reported to the COR within one hour of discovery of the loss.

C.9.15 Use of Keys

Keys/access cards issued by the Government shall be used only by authorized Contractor employees. The Contractor shall prohibit the opening of secured areas to persons other than employees engaged in the performance of assigned work.

C.10 Quality Control

The Contractor is solely responsible for the quality of services provided. The Contractor is also liable for Contractor employee negligence, and any fraud, waste or abuse. The Contractor's Quality and Internal Control System shall ensure that security guard services are completed in accordance with acceptable principles of internal control, with applicable Government regulations and instructions, and meet specified acceptable levels of quality. The operation of the Quality and Internal Control Program must be described in a written plan. One copy of the Contractor's final Quality and Internal Control Plan shall be submitted to the COR within 15 days prior to the phase-in period. An updated copy must be provided to the COR as changes occur.

At a minimum, the Contractor's Quality and Internal Control Plan shall include:

- An internal quality control and inspection system for required security guard services specified in the SOW.
- The specific person(s), job title(s) and organizational position(s) of the individuals who will conduct the inspections.
- A method to identify deficiencies in services that may occur.
- Procedures to correct any deficiencies in services that may occur.
- A file of information regarding inspection and other quality and internal control actions that document the purpose of the inspection, the results of the inspection, and any corrective action taken as the result of the inspection. Upon request, this file shall be made available to the COR during the period of performance. The plan must be maintained and revised as necessary throughout the term of the contract. In the event of any changes to the Quality and Internal Control Plan, a revised copy of the plan must be provided to the COR within five working days prior to the effective date of the change.

C.10.1 Quality Assurance

The Government will monitor the Contractor's performance using, at a minimum, the quality assurance inspection procedures specified in the Performance Requirements Summary, Technical Exhibit One. The Government reserves the right to review services to be provided under the contract to determine conformance with performance and technical requirements.

C.10.2 Performance Evaluation Meetings

The Contractor's Project Manager shall meet with the CO and COR weekly during the first 3 months of contract operations. Meetings shall be held thereafter as determined necessary by the COR. Mutual effort will be made to resolve any and all problems identified. Written minutes of these meetings shall be prepared and signed by the CO, COR, and Contractor, or their designated representative, as appropriate. The Project Manager shall meet as necessary with Government personnel designated by the CO to discuss immediate issues and/or problems.

MANDATORY ORDER AND DIRECTIVES
TECHNICAL EXHIBIT ONE

1. AC Order 1600.18F; Parking and Traffic at the Mike Monroney Aeronautical Center

2. AC Order 1600.21F; Mike Monroney Aeronautical Center Physical Security Handbook

3. FAA Order 1600.25D; FAA Identification Media, Official Credentials, Passports, and Vehicle Identification Media

4. FAA Order 1600.69; FAA Facility Security Management Program (Portions Furnished as determined necessary by the COR)

5. AC Order 1900.12B; Aeronautical Center Emergency Operations Plan

6. AC Order 3940.1C; Procedures for Handling Injury, Illness, or Fire at the Mike Monroney Aeronautical Center

7. FAA Order 5200.7; Training for Drivers in an Airport Operations Area

8. FAA Order 1600.1D, Personnel Security Program

9. FAA Order 1600.2D, Safeguarding Controls and Procedures for Classified National Security Information and Sensitive Unclassified Information

10. FAA Order 1280.1A, Protecting Privacy of Information About Individuals

GOVERNMENT FURNISHED MATERIALS AND PROPERTY
TECHNICAL EXHIBIT TWO

OFFICE SUPPLIES:

Materials for Computer Identification Media

Hand Cleaner

Finger-Print Pads

Finger-Print Card Holders

Laminator Pouches for Identification Cards

Strap Clips for Identification Cards

Blank Access Key Cards

Best Cores

Best Keys Cut and Blank

Video Cassettes

Simplex Paper Ribbon

Computer Paper *

Printer Ribbon *

Typewriter Ribbon *

3.5 Inch Diskettes *

* For government furnished computers and equipment

FORMS AND BADGES:

AC Form 1600.1 Parking/Traffic Citation

AC Form 1600.5 Report of Missing/Damaged/Stolen Property

AC Form 1600.16 Vehicle Registration

AC Form 1600.25 Dispatcher Radio log

AC Form 1600.26 Security Irregularity Record

AC Form 1600.27 Security Container/Safe Report

AC Form 1600.32 Security Activity report

AC Form 1600.33 Lock Control Record

AC Form 1600.36 Key Control Record

AC From 1600.44, FAA/MMAC Visitor Parking Permit

SF Form 700 Security Container Information

SF Form 702 Security Container Check Sheet

FAA Form 1600.8 DOT\FAA Visitor Register

FAA Form 1600.50 Visitor Badge

DOT F 1660.2 Property Removal Form

DOT F 1681 (10-94) Identification Card/Credential Application

Decals for Vehicle Registration

(Blue) Employees

(Green) Contractor

GOVERNMENT FURNISHED PROPERTY

ITEM	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
1		ANVIL 27 LB	1	$ 130.00	$ 130.00
2		BATTERY CHARGER 5 UNIT GE MDL 19B80150F6P15 (FOR MPD'S)	1	$ 340.00	$ 340.00
3		BATTERY CHARGER DESK GE MDL 19B801506P11 (FOR MPD'S)	2	$ 56.70	$ 113.40
4		BOMB BLANKET	1	$ 100.00	$ 100.00
5		BOOK CASE SECTIONS METAL	7	$ 50.00	$ 350.00
6		CABINET STORAGE 2 DOOR 36" WIDE X 18" DEEP	1	$ 175.00	$ 175.00
7		CABINET WOOD 4 DOORS 22" X 60" WOODGRAIN COLOR	1	$ 75.00	$ 75.00
8		CAMERA MODEL SS124E MFG POLAROID SN E920045	1	$ 590.00	$ 590.00
9		COMBINATING LOCK KIT MDL CD431 MFG BEST	1	$ 196.55	$ 196.55
10		CORE CAPPING PRESS HEAVY DUTY MFG BEST MDL CD517	1	$ 508.55	$ 508.55
11		DESK 36" X 60"	1	$ 140.00	$ 140.00
12		FILING CABINET 10 DRAWER	3	$ 325.00	$ 975.00
13		FILING CABINET 2 DRAWER	1	$ 77.00	$ 77.00
14	7110-00-286-3798	FILING CABINET 5 DRAWERS HIGH 1 DRAWER WIDE LETTER SIZE	4	$ 139.90	$ 559.60
15		FILING CABINET EIGHT DRAWER	1	$ 225.00	$ 225.00
16		FLAMABLE STROAGE CABINET (2 DOOR) 36"X35"X22" SN 04330 IN HG-10	1	$ 451.89	$ 451.89
17		LOCKER PISTOL STROAGE MODULES (4 WEAPONS PER MODULE)	8	$ 245.00	$ 1,960.00
18		PAPER SHREDDER FELLOWES MDL 320 SN: 1170.113.002791	1	$ 876.00	$ 876.00
19		RADIO HANDHELD GE MDL PS308S SN 1261195, 1261196, 1521896, 1521897	4	$ 459.00	$ 1,836.00
		WITH CHARGERS MDL CH1SS1			
20	5820-00-ACO-1350	RECEIVER RADIO PAGE BOY II MFG MOTOROLA 259ADY4200 (C-117)	1	$ 331.20	$ 331.20
21		RACAL WORDNET 4 CHANNEL MAINFRAME DUAL DECK DAT DDS1	1	$ 10,425.00	$ 10,425.00
		SN: RR143250101			
22	7110-00-ACO-1077	SAFE 2 DRAWER WITH COMBINATION LOCK MFG. MOSLER	3	$ 500.00	$ 1,500.00
		SN 01543, 01550 & 01568			

ITEM	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
23	7110-00-551-5263	SAFE FIVE DR. WITH COMBINATION LOCK, MOSLER SN 01572	1	$ 335.84	$ 335.84
24	7025-00-ACO-3778	SOFTWARE DOS 3.3 SN 6280060	1	$ 84.00	$ 84.00
25		SOFTWARE WORDPERFECT 4.1	1	$ 183.00	$ 183.00
26		TABLE FOR COMPUTER 30" WIDE 48" LONG	1	$ 125.00	$ 125.00
27		TABLE WORK WITH 1 DRAWER 72" X 32" METAL	1	$ 80.00	$ 80.00
28		TYPEWRITER IBM WHEELWRITER III SN: 0806539 AND 11D0929	2	$ 335.00	$ 670.00
29		LAMINATOR SSI 10 MFG STICK/STRIP SN 4228	1	$ 286.00	$ 286.00
30		PRINTER LASERJET MFG HEWLETT PACKARD SN: USFB 213858	1	$ 969.00	$ 969.00
31		COMPUTER SWAN C16-D SN: 0138442 WITH MONITOR SWAN	1	$ 1,700.00	$ 1,700.00
		SN: S1900511A0750 KEYBOARD SKR 1033 SN: 6CC6025798,			
		MOUSE PS/2 SMB-200P SN: 6CEF017590			
32		SCANNER 960116-03 UMAX VISTA SN: H5G01632442	1	$ 799.99	$ 799.99
33	7025-00-WRO-0317	COMPUTER WORKSTATION SN: 1552387550	1	$ 1,646.00	$ 1,646.00
34	PIN: F01295	KEYBOARD SN: J9615001351	1	$ 102.00	$ 102.00
35	7025-00-ACO-6588	MOUSE SN: 0673579	1	$ 102.00	$ 102.00
36		BOOKCASE 4 DRAWER	2	$ 50.00	$ 100.00
37		M-677V MICROCASSETTE-RECORDER W/ADAPTER SN: 446015-6	1	$ 65.00	$ 65.00
38		ERICCSON GE RADIO WITH CHARGER	1	$ 700.00	$ 700.00
39		MOUSE MICROSOFT 2.0A SN: 2411859	1	$ 75.00	$ 75.00
40		PRINTER EPSON LQ-870 SN: 4OU1149642	1	$ 701.55	$ 701.55
41		COMPUTER PENTIUM/200 MHZ SN: 21562	1	$ 2,377.21	$ 2,377.21
42		MONITOR IMPRESSION 5 PLUS SN: BKK714A0002518	1	$ 350.00	$ 350.00
43	7110	FILE CABINETS 10 DRAWERS SN: 1-51481, 1-51482, 1-51483	3	$ 50.00	$ 150.00
44		COMPUTER SN: 15-25367050	1	$ 1,271.00	$ 1,271.00
45		MONITOR SN: 1D09000523	1	$ 350.00	$ 350.00

ITEM	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
46		KEYBOARD SN: C160907G40	1	$ 29.00	$ 29.00
47		MOUSE SN: 4145405	1	$ 102.00	$ 102.00
48	5820-00-ACO-1215	RECEIVER PAGE BOY III W/CHARGER SN: 413BLQ1151 PIN: F00825	1	$ 314.99	$ 314.99
49		MONITOR MDL 0235 MFG NCR SN: 1725182537AK	1	$ 350.00	$ 350.00
50		DATACARD BADGING SYSTEM: TRIPOD MFG: SLIK MDL: U8000 SN: N/A,	1	$ 21,045.00	$ 21,045.00
		DATACARD MFG. DATACARD MDL FC100 SN: 104684, FLASH POWER			
		SUPPLY MFG. VIVITAR MDL SB-4 SN: N/A, FLASH MFG. VIVITAR MDL 283			
		SN: N/A, FLASH COVER MFG LUMIQUEST MDL PROMAX 80-20 SN: N/A,			
		CPU MFG DATACARD MDL NONE SN: Z00209331, MONITOR MFG. MAG			
		MDL DX1495 SN: M138H1125257, PRINTER MFG. DATACARD MDL			
		IMAGECARD III SN: 21526, DIGITAL SIGNATURE PAD MFG.			
		PENWARE/DATACARD MDL. PW100 KEYBOARD MFG. CHERRY MDL.			
		RS6000 SN: G00038685H41, MOUSE MFG. MOUSE SYSTEMS MDL. PS/2			
		SN: 97003824			
51		RADIO HANDHELD GE MDL PS308S SN: 1521913, 1521914	2	$ 459.00	$ 918.00
52		GATEWAY 2000 EV700 MONITOR SN: 17004A284313, GATEWAY KEYBOARD	1	$ 1,419.00	$ 1,419.00
		2196003-XX-XXX SN: 09060510, GATEWAY PROCESSOR (HARD DRIVE)			
		E-3000 SN: 0009287398			
53		DESK 30" X 60"	1	$ 165.00	$ 165.00
54		DESK 30" X 60"	1	$ 309.00	$ 309.00
55		DESK WITH "L" UNIT 64-1/2" X 20"	1	$ 200.00	$ 200.00
56	5820-00-ACO-1960	RADIO PC PORTABLE MDL. PC308S GE SN: 1521899	1	$ 540.00	$ 540.00
57		PORTABLE RADIO UNIT MDL. KPC-300/400 SN: 465599, 465677, 460481, &	4	$ 532.00	$ 2,128.00
		465618			
58		BML 16151/505 RAPID CHARGER	4	$ 44.00	$ 176.00
59		LEATHER CASE W/SWIVEL BELT LOOP	4	$ 35.00	$ 140.00
60		BELT CLIP	4	$ 9.00	$ 36.00
61		SPARE BATTERY	4	$ 76.00	$ 304.00
		TOTAL			$ 63,333.77

PERFORMANCE REQUIREMENTS SUMMARY

TECHNICAL EXHIBIT THREE

SERVICE REQUIRED	STANDARDS	ACCEPTABLE QUALITY LEVEL (A.Q.L)	SURVEILLANCE METHOD	MAXIMUM % FOR EXCEEDING A.Q. L
1. Maintain ID Processing Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
2. Dispatch Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
3. Maintain Center Surveillance/Fixed Guard Post	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviations may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
4. Maintain Lock Schedules	Perform as listed on lock/unlock schedule in accordance with paragraph C.3.5 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two

MAN-HOUR RESOURCES
TECHNICAL EXHIBIT FOUR

Project Manager **(SOW C.2.6; C.2.7)**	8-Hours Per Day	275 Days = 2,200 Hours
Shift Manager **(SOW C.2.9: C.3.4)**	24-Hours Per Day	365 Days = 8,760 Hours
Dispatcher **(SOW C.2.11; C.3.6)**	24-Hours Per Day	365 Days = 8,760 Hours
Pass/ID Office **(SOW C.2.10; C.3.7)**	24-Hours Per Day	251 Days = 6,024 Hours
FAALC Post **(SOW C.2.12; C2.13; C.3.3; C.3.4.b; and C.3.4.c;)**		
West Post	24-Hours Per Day	365 Days = 8,760 Hours
• North/East Post	26-Hours Per Day	251 Days = 6,526 Hours
• Gate 20 Post	8-Hours Per Day	251 Days = 2,008 Hours
• TRW Post	24-Hours Per Day	365 Days = 8,760 Hours
MMAC Post **(SOW C.3.4.f)**		
North/# South Post	96-Hours Per Day	365 Days = 35,040 Hours
Patrol Units **(SOW C.3.4.e;C.3.4.h; and C.3.4.i;)**	24-Hours Per Day 8-Hours Per Day	365 Days = 8,760 Hours 251 Days = 2,008 Hours
		Total Hours 97,606

Day Shift:

Project Manager	0800 to 1630 M-F Subject to Call-outs For QC & Emergencies	275 Days = 2,200 Hours
Shift Manager	0700 to 1500 M-SUN	365 Days = 2,920 Hours
Dispatcher	0700 to 1500 M-SUN	365 Days = 2,920 Hours
Pass & ID Office	0700 to 1630 M-F	251 Days = 6,024 Hours
FAALC Post		
West Post	0700 to 1500 M-SUN	365 Days = 2,920 Hours
• North/East Post	0530 to 1200 M-F	251 Days = 3,263 Hours
• Gate 20	0800 to 1600 M-F	251 Days = 2,008 Hours
• TRW	0700 to 1500 M-SUN	365 Days = 2,920 Hours

Patrol Unit	0700 to 1500 M-SUN	365 Days = 5,840 Hours
Patrol Unit	0800 to 1600 M-F	251 Days = 2,008 Hours
MMAC Post		
North	0700 to 1500 M-SUN	365 Days = 5,840 Hours
# South	0700 to 1500 M-SUN	365 Days = 2,920 Hours

Day Shift
Hours 41,783

Swing Shift:

Shift Manager	1500 to 2300 M-SUN	365 Days = 2,920 Hours
Dispatcher	1500 to 2300 M-SUN	365 Days = 2,920 Hours
FAALC		
West Post	1500 to 2300 M-SUN	365 Days = 2,920 Hours
• North/East Post	1200 to 1830 M-F	251 Days = 3,263 Hours
• TRW	1500 to 2300 M-SUN	365 Days = 2,920 Hours
MMAC Post		
North Post	1500 to 2300 M-SUN	365 Days = 5,840 Hours
# South Post	1500 to 2300 M-SUN	365 Days = 5,840 Hours
Patrol Unit	1500 to 2300 M-SUN	365 Days = 2,920 Hours

Swing Shift
Hours 29,543

Midnight Shift:

Shift Manager	2300 to 0700 M-SUN	365 Days = 2,920 Hours
Dispatcher	2300 to 0700 M-SUN	365 Days = 2,920 Hours
FAALC		
West Post	2300 to 0700 M-SUN	365 Days = 2,920 Hours
• TRW	2300 to 0700 M-SUN	365 Days = 2,920 Hours
MMAC Post		
North Post	2300 to 0700 M-SUN	365 Days = 5,840 Hours
# South Post	2300 to 0700 M-SUN	365 Days = 5,840 Hours
Patrol Unit	2300 to 0700 M-SUN	365 Days = 2,920 Hours

Midnight Shift Hours
26,280

TOTAL HOURS 97,606

- **C.3.4.d** Indicates full-time positions

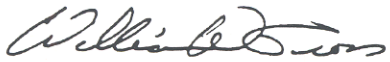
 # C.3.4.f South guard post is open Monday through Friday from 5:30 am to 6:30 pm. After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers.

Technical Exhibit Five
MMAC Map

A copy of the MMAC Map is only available by written request to the Contracting Officer.

Mike Monroney Aeronautical Center
Attn: Maria Blair
Office of Acquisition Services, AMQ-240
P. O. Box 25082
Oklahoma City, OK 73125

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor



William W. Gross
Director

Division of
Wage Determinations

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON, D.C. 20210

Wage Determination No.: 1994-2431
Revision No.: 15
Date of Last Revision: 06/14/2000

State: Oklahoma

Area: Oklahoma Counties of Alfalfa, Atoka, Beckham, Blaine, Bryan, Caddo, Canadian, Carter, Cleveland, Coal, Custer, Dewey, Ellis, Garfield, Garvin, Grady, Grant, Harper, Hughes, Johnston, Kingfisher, Lincoln, Logan, Love, Major, Marshall, McClain, Murray, Noble, Oklahoma, Payne, Pontotoc, Pottawatomie, Roger Mills, Seminole, Washita, Woods, Woodward

** Fringe Benefits Required Follow the Occupational Listing **

OCCUPATION TITLE	MINIMUM WAGE RATE
Administrative Support and Clerical Occupations	
Accounting Clerk I	9.22
Accounting Clerk II	10.15
Accounting Clerk III	13.01
Accounting Clerk IV	17.39
Court Reporter	12.32
Dispatcher, Motor Vehicle	13.46
Document Preparation Clerk	9.22
Duplicating Machine Operator	9.22
Film/Tape Librarian	9.88
General Clerk I	8.70
General Clerk II	9.43
General Clerk III	11.94
General Clerk IV	17.20
Housing Referral Assistant	14.96
Key Entry Operator I	8.70
Key Entry Operator II	9.87
Messenger (Courier)	9.49
Order Clerk I	8.09
Order Clerk II	11.18
Personnel Assistant (Employment) I	10.41
Personnel Assistant (Employment) II	11.36
Personnel Assistant (Employment) III	14.17
Personnel Assistant (Employment) IV	16.43
Production Control Clerk	15.50
Rental Clerk	10.35
Scheduler, Maintenance	10.35
Secretary I	10.35
Secretary II	12.90
Secretary III	14.96
Secretary IV	16.81

Secretary V	17.80
Service Order Dispatcher	10.80
Stenographer I	8.80
Stenographer II	9.88
Supply Technician	16.81
Survey Worker (Interviewer)	12.32
Switchboard Operator-Receptionist	8.75
Test Examiner	12.90
Test Proctor	12.86
Travel Clerk I	8.77
Travel Clerk II	9.21
Travel Clerk III	9.65
Word Processor I	7.63
Word Processor II	9.14
Word Processor III	9.92

Automatic Data Processing Occupations

Computer Data Librarian	8.07
Computer Operator I	8.28
Computer Operator II	10.19
Computer Operator III	13.66
Computer Operator IV	14.78
Computer Operator V	16.38
Computer Programmer I (1)	15.76
Computer Programmer II (1)	18.08
Computer Programmer III (1)	22.36
Computer Programmer IV (1)	25.99
Computer Systems Analyst I (1)	20.78
Computer Systems Analyst II (1)	23.26
Computer Systems Analyst III (1)	26.63
Peripheral Equipment Operator	9.28

Automotive Service Occupations

Automotive Body Repairer, Fiberglass	15.64
Automotive Glass Installer	14.08
Automotive Worker	14.08
Electrician, Automotive	14.86
Mobile Equipment Servicer	12.54
Motor Equipment Metal Mechanic	15.64
Motor Equipment Metal Worker	14.08
Motor Vehicle Mechanic	15.64
Motor Vehicle Mechanic Helper	11.75
Motor Vehicle Upholstery Worker	13.31
Motor Vehicle Wrecker	14.08
Painter, Automotive	14.86
Radiator Repair Specialist	14.08
Tire Repairer	12.12
Transmission Repair Specialist	15.64

Food Preparation and Service Occupations

Baker	9.04
Cook I	7.51
Cook II	9.04
Dishwasher	6.60
Food Service Worker	6.50
Meat Cutter	10.39
Waiter/Waitress	6.75

Furniture Maintenance and Repair Occupations

Electrostatic Spray Painter	14.86
Furniture Handler	10.36
Furniture Refinisher	14.86
Furniture Refinisher Helper	11.75
Furniture Repairer, Minor	13.31
Upholsterer	14.86

General Services and Support Occupations

Cleaner, Vehicles	7.12
Elevator Operator	7.32
Gardener	9.17
House Keeping Aid I	6.49
House Keeping Aid II	7.32
Janitor	7.32
Laborer, Grounds Maintenance	7.71
Maid or Houseman	6.49
Pest Controller	9.81
Refuse Collector	7.32
Tractor Operator	8.60
Window Cleaner	7.76

Health Occupations

Dental Assistant	10.93
Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	11.19
Licensed Practical Nurse I	9.00
Licensed Practical Nurse II	10.11
Licensed Practical Nurse III	11.32
Medical Assistant	9.93
Medical Laboratory Technician	10.11
Medical Record Clerk	9.77
Medical Record Technician	13.54
Nursing Assistant I	7.10
Nursing Assistant II	7.98
Nursing Assistant III	8.71
Nursing Assistant IV	9.77
Pharmacy Technician	12.19
Phlebotomist	10.11
Registered Nurse I	14.01

Registered Nurse II	17.14
Registered Nurse II, Specialist	17.14
Registered Nurse III	20.73
Registered Nurse III, Anesthetist	20.73
Registered Nurse IV	24.85

Information and Arts Occupations

Audiovisual Librarian	16.49
Exhibits Specialist I	14.78
Exhibits Specialist II	16.34
Exhibits Specialist III	20.40
Illustrator I	14.78
Illustrator II	16.34
Illustrator III	20.40
Librarian	16.02
Library Technician	11.07
Photographer I	10.96
Photographer II	13.53
Photographer III	16.34
Photographer IV	20.40
Photographer V	23.41

Laundry, Dry Cleaning, Pressing and Related Occupations

Assembler	6.11
Counter Attendant	6.11
Dry Cleaner	7.90
Finisher, Flatwork, Machine	6.11
Presser, Hand	6.11
Presser, Machine, Drycleaning	6.11
Presser, Machine, Shirts	6.11
Presser, Machine, Wearing Apparel, Laundry	6.11
Sewing Machine Operator	8.48
Tailor	9.05
Washer, Machine	6.69

Machine Tool Operation and Repair Occupations

Machine-Tool Operator (Toolroom)	14.86
Tool and Die Maker	20.20

Material Handling and Packing Occupations

Forklift Operator	11.46
Fuel Distribution System Operator	14.02
Material Coordinator	14.54
Material Expediter	14.54
Material Handling Laborer	10.95
Order Filler	11.74
Production Line Worker (Food Processing)	11.46
Shipping Packer	10.57
Shipping/Receiving Clerk	10.57

Stock Clerk (Shelf Stocker; Store Worker II)	12.16
Store Worker I	10.06
Tools and Parts Attendant	11.46
Warehouse Specialist	11.46

Mechanics and Maintenance and Repair Occupations

Aircraft Mechanic	15.64
Aircraft Mechanic Helper	11.75
Aircraft Quality Control Inspector	16.44
Aircraft Servicer	13.31
Aircraft Worker	14.08
Appliance Mechanic	14.86
Bicycle Repairer	12.12
Cable Splicer	17.99
Carpenter, Maintenance	14.86
Carpet Layer	14.08
Electrician, Maintenance	16.03
Electronics Technician, Maintenance I	13.01
Electronics Technician, Maintenance II	19.57
Electronics Technician, Maintenance III	21.95
Fabric Worker	13.31
Fire Alarm System Mechanic	15.64
Fire Extinguisher Repairer	12.54
Fuel Distribution System Mechanic	15.64
General Maintenance Worker	14.08
Heating, Refrigeration and Air Conditioning Mechanic	15.64
Heavy Equipment Mechanic	15.64
Heavy Equipment Operator	15.64
Instrument Mechanic	17.02
Laborer	8.41
Locksmith	14.86
Machinery Maintenance Mechanic	15.53
Machinist, Maintenance	15.64
Maintenance Trades Helper	11.75
Millwright	16.24
Office Appliance Repairer	14.86
Painter, Aircraft	14.86
Painter, Maintenance	14.86
Pipefitter, Maintenance	16.36
Plumber, Maintenance	15.56
Pneudraulic Systems Mechanic	15.64
Rigger	15.64
Scale Mechanic	14.08
Sheet-Metal Worker, Maintenance	15.64
Small Engine Mechanic	14.08
Telecommunication Mechanic I	17.99
Telecommunication Mechanic II	18.86
Telephone Lineman	17.99
Welder, Combination, Maintenance	15.64

Well Driller	15.64
Woodcraft Worker	15.64
Woodworker	12.54

Miscellaneous Occupations

Animal Caretaker	7.37
Carnival Equipment Operator	8.65
Carnival Equipment Repairer	9.23
Carnival Worker	6.72
Cashier	6.86
Desk Clerk	8.41
Embalmer	16.57
Lifeguard	8.63
Mortician	16.57
Park Attendant (Aide)	10.84
Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	8.62
Recreation Specialist	11.65
Recycling Worker	8.64
Sales Clerk	8.06
School Crossing Guard (Crosswalk Attendant)	6.37
Sport Official	8.63
Survey Party Chief (Chief of Party)	16.23
Surveying Aide	9.04
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	12.97
Swimming Pool Operator	9.04
Vending Machine Attendant	7.51
Vending Machine Repairer	9.04
Vending Machine Repairer Helper	7.51

Personal Needs Occu, ations

Child Care Attendant	8.41
Child Care Center Clerk	12.06
Chore Aid	6.01
Homemaker	13.40

Plant and System Operation Occupations

Boiler Tender	15.64
Sewage Plant Operator	14.86
Stationary Engineer	17.20
Ventilation Equipment Tender	11.75
Water Treatment Plant Operator	14.86

Protective Service Occupations

Alarm Monitor	9.57
Corrections Officer	12.62
Court Security Officer	12.96
Detention Officer	12.62
Firefighter	10.91
Guard I	7.77

Guard II	11.40
Police Officer	13.80

Stevedoring/Longshoremen Occupations

Blocker and Bracer	15.79
Hatch Tender	13.73
Line Handler	13.73
Stevedore I	14.94
Stevedore II	16.67

Technical Occupations

Air Traffic Control Specialist, Center (2)	26.07
Air Traffic Control Specialist, Station (2)	17.98
Air Traffic Control Specialist, Terminal (2)	19.75
Archeological Technician I	11.94
Archeological Technician II	13.36
Archeological Technician III	16.54
Cartographic Technician	16.63
Civil Engineering Technician	16.34
Computer Based Training (CBT) Specialist/ Instructor	21.76
Drafter I	10.58
Drafter II	12.22
Drafter III	16.11
Drafter IV	18.81
Engineering Technician I	12.54
Engineering Technician II	15.71
Engineering Technician III	17.26
Engineering Technician IV	22.36
Engineering Technician V	25.80
Engineering Technician VI	29.61
Environmental Technician	17.03
Flight Simulator/Instructor (Pilot)	26.55
Graphic Artist	18.92
Instructor	19.76
Laboratory Technician	12.23
Mathematical Technician	18.80
Paralegal/Legal Assistant I	12.32
Paralegal/Legal Assistant II	16.05
Paralegal/Legal Assistant III	19.63
Paralegal/Legal Assistant IV	23.76
Photooptics Technician	19.64
Technical Writer	20.46
Unexploded (UXO) Safety Escort	16.57
Unexploded (UXO) Sweep Personnel	16.57
Unexploded Ordnance (UXO) Technician I	16.57
Unexploded Ordnance (UXO) Technician II	20.05
Unexploded Ordnance (UXO) Technician III	24.02
Weather Observer, Combined Upper Air and Surface Programs (3)	13.83
Weather Observer, Senior (3)	15.91

Weather Observer, Upper Air (3)	13.83
Transportation/ Mobile Equipment Operation Occupations	
Bus Driver	11.40
Parking and Lot Attendant	8.00
Shuttle Bus Driver	10.09
Taxi Driver	9.49
Truckdriver, Heavy Truck	13.69
Truckdriver, Light Truck	10.09
Truckdriver, Medium Truck	11.40
Truckdriver, Tractor-Trailer	13.69

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $1.92 an hour or $76.80 a week or $332.80 a month.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 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 PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) 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).

** 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.

** NOTES APPLYING TO THIS WAGE DETERMINATION **

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

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. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} 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 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 Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

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 decision to the contractor.

6) The contractor informs the affected employees.

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" (the Directory) should be used to compare job definitions to insure 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.

Blank

291,

DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION

1. THE REQUIREMENTS OF THE DOD INDUSTRIAL SECURITY MANUAL APPLY TO ALL SECURITY ASPECTS OF THIS EFFORT. THE FACILITY CLEARANCE REQUIRED IS: _____

2. THIS SPECIFICATION IS FOR:	3. CONTRACT NUMBER OR OTHER IDENTIFICATION NUMBER *(Prime contracts must be shown for all subcontracts)*	4. DATE TO BE COMPLETED *(Estimated)*	5. THIS SPECIFICATION IS: *(See "NOTE" below. If item b or c is "X'd", also enter date for item a)*		
a. PRIME CONTRACT	a. PRIME CONTRACT NUMBER	a.	a. ORIGINAL *(Complete date in all cases)*		DATE
b. SUBCONTRACT *(Use item 15 for subcontracting beyond second tier)*	b. FIRST TIER SUBCONTRACT NO.	b.	b. REVISED *(Supersedes all previous specs.)*	REVISION NO.	DATE
c. REQUEST FOR BID, REQUEST FOR PROPOSAL OR REQ FOR QUOTATION	c. IDENTIFICATION NUMBER	c. DUE DATE	c. FINAL		DATE

6. Is this a follow-on contract? ☐ Yes ☐ No. If YES, complete the following:

a. _____ (PRECEDING CONTRACT NUMBER) b. _____ (DATE COMPLETED) c. Accountability for classified material on preceding contract

☐ Is ☐ Is not, transferred to this follow-on contract.

7a. Name, Address & Zip Code of Prime Contractor *	b. FSC Number	c. Name, Address & Zip Code of Cognizant Security Office
8a. Name, Address & Zip Code of First Tier Subcontractor *	b. FSC Number	c. Name, Address & Zip Code of Cognizant Security Office
9a. Name, Address & Zip Code of Second Tier Subcontractor, or facility associated with **IFB, RFP OR RFQ** *	b. FSC Number	c. Name, Address & Zip Code of Cognizant Security Office

* When actual performance is at a location other than that specified, identify such other location in Item 15.

10 a. General identification of the Procurement for which this specification applies	b. DoDAAD Number of Procuring Activity identified in Item 16d.

c. Are there additional security requirements established in accordance with paragraph 1-114 or 1-115, ISR? ☐ YES ☐ NO. If YES, identify the pertinent contractual documents in Item 15.

d. Are any elements of this contract outside the inspection responsibility of the cognizant security office? ☐ YES ☐ NO. If YES, explain in Item 15 and identify specific areas or elements.

11. ACCESS REQUIREMENTS	YES	NO	ACCESS REQUIREMENTS *(Continued)*	YES	NO
a. Access to Classified Information Only at other contractor/ Government activities.			j. Access to SENSITIVE COMPARTMENTED INFORMATION		
b. Receipt of classified documents or other material for reference only *(no generation)*.			k. Access to other Special Access Program information *(Specify in item 15)*.		
c. Receipt and generation of classified documents or other material.			l. Access to U. S. classified information outside the U.S. Panama Canal Zone, Puerto Rico, U.S. Possessions and Trust Territories.		
d. Fabrication/ Modification/ Storage of classified hardware.			m. Defense Documentation Center or Defense information Analysis Center Services may be requested.		
e. Graphic arts services only.			n. Classified ADP processing will be involved.		
f. Access to IPO information.			o. REMARKS:		
g. Access to RESTRICTED DATA.					
h. Access to classified COMSEC information.					
i. Cryptographic Access Authorization required.					

12. Refer all questions pertaining to contract security classification specification to the official named below *(NORMALLY, thru ACO (item 16e); EMERGENCY, direct with written record of inquiry and response to ACO) (thru prime contractor for subcontracts)*.

a. The classification guidance contained in this specification and attachments referenced herein is complete and adequate.

b. Typed name, title and signature of program/ project manager or other designated official	c. Activity name, address, Zip Code, telephone number and office symbol

NOTE: Original Specification (Item 5a) is authority for contractors to mark classified information. Revised and Final Specifications (Items 5b and c) are authority for contractors to remark the regraded classified information. Such actions by contractors shall be taken in accordance with the provisions of the Industrial Security Manual.

DD Form 254, JAN 78 EDITION OF 1 APR 71 IS OBSOLETE. ALSO REPLACES DD FORM 254c WHICH IS OBSOLETE

ATTACHMENT 3
PAGE NO. 1 OF 2

13 a. Information pertaining to classified contracts or projects, even though such information is considered unclassified, shall not be released for public dissemination except as provided by the Industrial Security Manual *(paragraph 5o and Appendix IX)*.

b. Proposed public releases shall be submitted for approval prior to release ☐ Direct ☐ Through *(Specify)*:

to the Directorate For Freedom of Information and Security Review, Office of the Assistant Secretary of Defense *(Public Affairs)* * for review in accordance with paragraph 5o of the Industrial Security Manual.

* *In the case of non-DoD User Agencies, see footnote, paragraph 5o, Industrial Security Manual.*

14. Security Classification Specifications for this solicitation / contract are identified below *("X" applicable box(es) and supply attachments as required)*. Any narrative or classification guide(s) furnished shall be annotated or have information appended to clearly and precisely identify each element of information which requires a classification. When a classification guide is utilized, that portion of the guide(s) pertaining to the specific contractual effort may be extracted and furnished the contractor. When a total guide(s) is utilized, each individual portion of the guide(s) which pertains to the contractual effort shall be clearly identified in Item 14b. The following information must be provided for each item of classified information identified in an extract or guide:

(I) Category of classification. (II) Date or event for declassification or review for declassification, and (III) The date or event for downgrading *(If applicable)*.

The official named in Item 12b, is responsible for furnishing the contractor copies of all guides and changes thereto that are made a part of this specification. Classified information may be attached or furnished under separate cover.

☐ a. A completed narrative is (1) ☐ attached, or (2) ☐ transmitted under separate cover and made a part of this specification.

☐ b. The following classification guide(s) is made a part of this specification and is (1) ☐ attached, or (2) ☐ transmitted under separate cover. *(List guides under Item 15 or in an attachment by title, reference number and date)*.

☐ c. Service-type contract/ subcontract. *(Specify instructions in accordance with ISR / ISM, as appropriate.)*.

☐ d. "X" only if this is a final specification and Item 6 is a "NO" answer. In response to the contractor's request dated _____, retention of the identified classified material is authorized for a period of _____.

☐ e. Annual review of this DD Form 254 is required. If "X'd" provide date such review is due: _____.

15. Remarks *(Whenever possible, illustrate proper classification, declassification, and if applicable, downgrading instructions)*.

16a. Contract Security Classification Specifications for Subcontracts issuing from this contract will be approved by the Office named in Item 16e below, or by the prime contractor, as authorized. This Contract Security Classification Specification and attachments referenced herein are approved by the *User Agency* Contracting Officer or his Representative named in Item 16b below.

REQUIRED DISTRIBUTION:

☐ Prime Contractor *(Item 7a)*
- ☐ Cognizant Security Office *(Item 7c)*

☐ Administrative Contracting Office *(Item 16e)*
- ☐ Quality Assurance Representative

☐ Subcontractor *(Item 8a)*
- ☐ Cognizant Security Office *(Item 8c)*

☐ Program/ Project Manager *(Item 12b)*
- ☐ U.S. Activity Responsible for Overseas Security Administration

ADDITIONAL DISTRIBUTION:

☐

☐

☐

b. Typed name and title of approving official

c. Signature

d. Approving official's activity address and Zip Code

e. Name, address and Zip Code of Administrative Contracting Office

☆U.S. GOVERNMENT PRINTING OFFICE: 1990 - 748-168/00489

Attachment 4

Screening Standards

1. Record of conviction for illegal use or possession of intoxicants;

2. Record of conviction for illegal use, possession, or sale of controlled substances or marijuana;

3. Record of conviction of criminal behavior relating to immoral conduct, such as child molestation, rape, sexual assault, incest, bestiality, indecent exposure, lewd acts, etc.;

4. Record of conviction of criminal behavior relating to dishonesty, such as theft, larceny, burglary, robbery, forgery, extortion, counterfeiting, blackmail, fraud, conversion, sale, or possession of stolen property, embezzlement, etc.;

5. Record of conviction for criminally disruptive or violent behavior, such as assault, battery, kidnapping, abduction, murder, rape, arson, vandalism, voluntary manslaughter, child abuse, etc.;

6. Record of conviction for illegal use, possession, manufacture, or sale of firearms or explosives.

7. Violation of Hatch Act restrictions (5 U.S.C. Chapter 73), mutilation/destruction of public records, striking against the Government, desertion from the military, disregard for debts, engaging in riots or civil disorders, or a pattern of unemployability based upon misconduct or delinquency as reflected in employment history.

QUALIFICATION INQUIRY

In completing this form, you are advised:

The purpose is to obtain information which will assist in the determination of whether personnel reassignment and/or administrative action are warranted.

You have a duty to complete this form. Agency disciplinary action, including dismissal, may be undertaken if you refuse to answer or if you fail to reply fully and truthfully.

Neither your answers nor any information or evidence gained by reason of your answers can be used against you in any criminal prosecution for a violation of Title 18, United States Code, Section 922(g)(9). However, the answers you furnish and any information or evidence resulting therefrom may be used against you in a prosecution for knowingly and willfully providing false statements or information, and in the course of agency disciplinary proceedings.

1. Have you ever been convicted of a misdemeanor crime of domestic violence within the meaning of the statue?

Initial and date: YES_____ NO_____

2. If you answered YES to the first question, provide the following information with respect to the convection.

Court/Jurisdiction: _____

Docket/Case Number: _____

Statute/Charge: _____

Date Sentenced: _____

I hereby certify that, to the best of my information and belief, all of the information provided by me is true, correct, complete, and made in good faith. I understand that false or fraudulent information provided herein may be grounds for adverse action, up to and including removal, and is also criminally punishable pursuant to federal law, including 18 U.S.C. § 1001.

Name:
[print or type] _____

Duty Station: _____

_____ _____
Signature **Date**

FIGURE A13-1. CERTIFICATION OF PHYSICAL QUALIFICATIONS

(SAMPLE)

FEDERAL AVIATION ADMINISTRATION CONTRACT GUARDS

EMPLOYEE NAME:_____ DATE OF BIRTH:_____

ADDRESS:_____

CONTRACTOR:_____

CONTRACT NO.:_____

/ / YES / / NO The individual named has submitted to drug test/screen and has successfully passed.

/ / YES / / NO The individual listed above is physically fit to perform guard duties and is in good general health without any physical defects or abnormalities.

/ / YES / / NO The individual listed above is free of any communicable diseases.

/ / YES / / NO The individual named above possesses binocular vision correctable to 20/30 (Snellen) and is not color blind.

/ / YES / / NO The individual named possesses the capability to hear normal conversation at 20 feet and whispered conversation at 10 feet without the benefit of a hearing aid.

/ / YES / / NO The individual named above has been inoculated for immunizations to include Hepatitis A and B.

CERTIFIED BY: _____
Contractor

_____ _____
Physician Signature Date

_____
Address

_____
Phone No.

Federal Aviation Administration	' 'ision To Award for Supplies o ervices		Page 1 of 1
Date of Award: 06-NOV-2000 Date of Revision: 04-JAN-2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 1

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

F.O.B. Point: N/A
Ship Via: N/A
Discount Terms: Due in 30

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0588975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$2,165,504.94
FROM:	$2,165,504.94
AWARD IS CHANGED BY:	$0.00
FUNDED AMOUNT:	$554,008.11

IMPORTANT: Contractor ☑ is, ☐ is not required to sign this document and return 3 copies to the issuing office. OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi
Cheryl Bernardi, President DATE SIGNED: 1/31/01

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria Blair 2/5/01
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.
The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

uniform while on duty. Each uniform shall consist of the following items and be in the weight indicated to the maximum extent possible, considering geographical and climatic conditions. The uniforms color(s) shall be the same as that in general use by large guard or police organizations in the United States. However, it must be distinctive, conservative, and maintain uniformity of appearance. Shoulder patches with Contractor identification and not larger than 4 ½ inches by 4 ½ inches shall be worn on the uniform's left shoulder. No other Contractor identification is to be worn or displayed on the uniform. Appropriate style and design of these items shall be provided for both male and female security guard personnel. The CO or COR shall have final approval as to acceptance or non-acceptance of the uniforms.

1. Winter Parka with removable hood or duty coat (1)-each
2. Lightweight jacket (bomber style) (1)-each
3. Trousers, uncuffed, 6 to 9 oz 65% polyester and 35% cotton *
4. Cap, winter/summer regulation police or other acceptable to the COR;
5. Raincoat, nylon coated (jacket/overall with hood) (1-each)
6. Overshoes (1-pair);
7. Gloves, black leather and lined (1-pair);
8. Belt, Sam Brown, with holster, nylon webb (1-each);
9. Safety vest (bright fluorescent orange) Title (Security) (12-total);
10. Shirts, poplin, long sleeve for winter and short sleeve for summer.
11. Neckties clip on type (3-each);
12. Security Guard badges with individual serial numbers, which identifies all personnel as Contractor's security guard personnel (1-each for hat, shirt, and coat);
13. Subzero clothing (jacket/overall with hood) Navy blue color (6–total);
14. Peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each);

* Full time employees shall have 5 each of shirts/pants and part time employees shall have 3 each shirts/pants.

Each security guard shall furnish and wear compatible shined shoes and dark socks with the above uniform. Uniforms shall be kept in clean, pressed, and untattered condition. Contractor shall furnish additional uniform to keep the security guard force in professional looking appearance at all times. All guard personnel will wear prescribed uniforms. Deviations are not acceptable other than may be necessary in the interest of health and safety. High standards of personal appearance will be maintained at all times.

Female security guard personnel working the 7:00 a.m. through 4:30 p.m. shift(s), in the Identification Processing Office, may with the concurrence of the on-site Project Manager and COR, wear an appropriate style and color uniform skirt in lieu of trousers.

C.5.3 Vehicles

The Contractor shall provide all vehicles necessary for the performance of this contract. All vehicles shall be kept in a safe fully operable condition at all times with a valid state safety inspection sticker from the State of Oklahoma. All fuel, oil, lubricants, and maintenance shall be provided by the Contractor. All vehicles shall be identically painted in a white color. All vehicles shall be clearly marked (front, rear, and both sides) with distinctive insignia containing the word "SECURITY" in letters at least four inches in height, in a black color. Each vehicle

Federal Aviation Administration	evision To Award for Supplie · Services		Page 1 of 1
Date of Award: 06–NOV–2000 Date of Revision: 04–JAN–2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 1

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point:	Ship Via:	Discount Terms:
N/A	N/A	Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$2,165,504.94
FROM:	$2,165,504.94
AWARD IS CHANGED BY:	$0.00
FUNDED AMOUNT:	$1,123,477.14

IMPORTANT: Contractor ☑ is, ☐ is not required to sign this document and return 3 copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi DATE SIGNED: 4/23/01

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S. Blair 4/27/01
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday, except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 2
Date of Award: 06-NOV-2000 Date of Revision: 28-AUG-2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 2

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0588975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$2,446,462.10
FROM:	$2,165,504.94
ESTIMATED VALUE IS CHANGED BY:	$280,957.16
FUNDED AMOUNT:	$1,670,170.14

IMPORTANT: Contractor ☑ is, ☐ is not required to sign this document and return ____ copies to the issuing office. OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi, President
Cheryl Bernardi
DATE SIGNED Aug. 30, 2001

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S. Blair
Maria S. Blair DATE SIGNED: 8/31/01

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J. Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.
The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

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Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 2 of 2
Date of Award: 06-NOV-2000 Date of Revision: 28-AUG-2001	Contract Number (If any): DTFA0201D01850	Award No. (if any):	Revision No. 2

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor

Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA-TSF visitor badges, requesting escorts from FAA-TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two-week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

CONTINUATION SHEET

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$124,996.85	$1,499,962.20
	(c) Second Option Year (Third Year)	12	MO	$125,444.10	$1,505,293.20
	(d) Third Option Year (Fourth Year)	12	MO	$125,508.65	$1,506,103.80
	(e) Fourth Option Year (Fifth Year)	12	MO	$127,640.99	$1,531,691.88
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 28,280.76	$ 339,369.12
	(c) Second Option Year (Third Year)	12	MO	$ 28,332.26	$ 339,987.12
	(d) Third Option Year (Fourth Year)	12	MO	$ 28,280.76	$ 339,369.12
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 28,332.26	$ 339,987.12
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 14,298.25	$ 171,579.00
	(c) Second Option Year (Third Year)	12	MO	$ 14,321.65	$ 171,859.80
	(d) Third Option Year (Fourth Year)	12	MO	$ 14,298.25	$ 171,579.00
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 14,526.46	$ 174,317.52

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 19.16	$ 2,874.00
(c) Second Option Year (Third Year)	150	HRS	$ 19.16	$ 2,874.00
(d) Third Option Year (Fourth Year)	150	HRS	$ 19.16	$ 2,874.00
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 19.16	$ 2,874.00

5. Transition Period (Reference Clauses F.1 and H.1)	Quantity		Amount
	1	JOB	$ 15,429.47

6. Security Guard Services for the Technical Support Facility (TSF) at the MMAC IAW the SOW, Attachment 1, and Modification/Revision 2 to the contract effective March 1, 2001.

(a) Base Contract (First Year)	10 Mo.	$5,576.45	$55,764.54
(b) First Option Year (Second Year)	12 Mo.	$5,305.73	$63,668.74
(c) Second Option Year (Third Year)	12 Mo.	$5,315.09	$63,781.09
(d) Third Option Year (Fourth Year)	12 Mo.	$5,305.73	$63,668.74
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,315.09	$63,781.09

7. Effective September 4, 2001, one additional Security Guard Post for the Technical Support Facility (TSF) at the MMAC is added to the contract under the existing terms and conditions. Modification/Revision 3 is executed bilaterally to effect this change.

(a) Base Contract (First Year)	4 Mo.	$6,371.69	$25,486.74
(b) First Option Year (Second Year)	12 Mo.	$5,317.62	$63,811.43
(c) Second Option Year (Third Year)	12 Mo.	$5,326.99	$63,923.78
(d) Third Option Year (Fourth Year)	12 Mo.	$5,317.62	$63,811.43
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,326.99	$63,923.78

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, and 5 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

Federal Aviation Administration	Revision To Award for Supplie r Services		Page 1 of 2
Date of Award: 06–NOV–2000 Date of Revision: 02–OCT–2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 3

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

ractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point:	Ship Via:	Discount Terms:
N/A	N/A	Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$2,446,462.10
FROM:	$2,446,462.10
AWARD IS CHANGED BY:	$0.00
FUNDED AMOUNT:	$1,752,256.90

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:	UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER:
BY:	BY: Maria S Blair
DATE SIGNED:	DATE SIGNED:

on 3 was a result of increasing the Amount Limit of Agreement Controls in Acquire, 10/2/01.

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 is attached)

(ne FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday, except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2)

PORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

.o Vendor

.ication No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 2
Date of Award: 06–NOV–2000 Date of Revision: 04–DEC–2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 4

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$4,587,726.59
FROM:	$2,446,462.10
ESTIMATED VALUE IS CHANGED BY:	$2,141,264.49
FUNDED AMOUNT:	$2,272,163.58

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY:
DATE SIGNED

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 12/4/01
Maria S Blair DATE SIGNED:

Note to Vendor

Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.

The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor

Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

William W. Gross
Director

Division of
Wage Determinations

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON, D.C. 20210

Wage Determination No.: 1994-2431
Revision No.: 18
Date of Last Revision: 05/31/2001

State: Oklahoma

Area: Oklahoma Counties of Alfalfa, Atoka, Beckham, Blaine, Bryan, Caddo, Canadian, Carter, Cleveland, Coal, Custer, Dewey, Ellis, Garfield, Garvin, Grady, Grant, Harper, Hughes, Johnston, Kingfisher, Lincoln, Logan, Love, Major, Marshall, McClain, Murray, Noble, Oklahoma, Payne, Pontotoc, Pottawatomie, Roger Mills, Seminole, Washita, Woods, Woodward

** Fringe Benefits Required Follow the Occupational Listing **

OCCUPATION TITLE	MINIMUM WAGE RATE
Administrative Support and Clerical Occupations	
Accounting Clerk I	9.26
Accounting Clerk II	10.19
Accounting Clerk III	13.06
Accounting Clerk IV	17.46
Court Reporter	14.17
Dispatcher, Motor Vehicle	13.46
Document Preparation Clerk	10.00
Duplicating Machine Operator	10.00
Film/Tape Librarian	9.88
General Clerk I	8.70
General Clerk II	9.43
General Clerk III	11.94
General Clerk IV	17.20
Housing Referral Assistant	16.69
Key Entry Operator I	8.81
Key Entry Operator II	9.99
Messenger (Courier)	9.49
Order Clerk I	9.30
Order Clerk II	12.86
Personnel Assistant (Employment) I	10.54
Personnel Assistant (Employment) II	11.50
Personnel Assistant (Employment) III	14.34
Personnel Assistant (Employment) IV	16.63
Production Control Clerk	15.50
Rental Clerk	10.35
Scheduler, Maintenance	11.55
Secretary I	11.55
Secretary II	14.40
Secretary III	16.69
Secretary IV	18.76

Secretary V	19.86
Service Order Dispatcher	10.80
Stenographer I	10.12
Stenographer II	11.36
Supply Technician	18.76
Survey Worker (Interviewer)	12.32
Switchboard Operator-Receptionist	9.16
Test Examiner	14.40
Test Proctor	14.40
Travel Clerk I	9.10
Travel Clerk II	9.56
Travel Clerk III	10.01
Word Processor I	8.10
Word Processor II	9.70
Word Processor III	10.53

Automatic Data Processing Occupations

Computer Data Librarian	8.07
Computer Operator I	9.52
Computer Operator II	11.72
Computer Operator III	15.71
Computer Operator IV	17.00
Computer Operator V	18.84
Computer Programmer I (1)	18.12
Computer Programmer II (1)	20.79
Computer Programmer III (1)	25.71
Computer Programmer IV (1)	27.62
Computer Systems Analyst I (1)	21.80
Computer Systems Analyst II (1)	24.40
Computer Systems Analyst III (1)	27.62
Peripheral Equipment Operator	10.67

Automotive Service Occupations

Automotive Body Repairer, Fiberglass	15.64
Automotive Glass Installer	14.08
Automotive Worker	14.08
Electrician, Automotive	14.86
Mobile Equipment Servicer	12.54
Motor Equipment Metal Mechanic	15.64
Motor Equipment Metal Worker	14.08
Motor Vehicle Mechanic	15.64
Motor Vehicle Mechanic Helper	11.75
Motor Vehicle Upholstery Worker	13.31
Motor Vehicle Wrecker	14.08
Painter, Automotive	14.86
Radiator Repair Specialist	14.08
Tire Repairer	12.12
Transmission Repair Specialist	15.64

Food Preparation and Service Occupations

Baker	9.04
Cook I	7.51
Cook II	9.04
Dishwasher	6.60
Food Service Worker	6.50
Meat Cutter	11.21
Waiter/Waitress	6.75

Furniture Maintenance and Repair Occupations

Electrostatic Spray Painter	14.86
Furniture Handler	10.36
Furniture Refinisher	14.86
Furniture Refinisher Helper	11.75
Furniture Repairer, Minor	13.31
Upholsterer	14.86

General Services and Support Occupations

Cleaner, Vehicles	7.33
Elevator Operator	7.98
Gardener	10.30
House Keeping Aid I	6.61
House Keeping Aid II	8.22
Janitor	8.22
Laborer, Grounds Maintenance	8.66
Maid or Houseman	6.61
Pest Controller	11.28
Refuse Collector	7.32
Tractor Operator	9.66
Window Cleaner	8.71

Health Occupations

Dental Assistant	10.93
Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	11.19
Licensed Practical Nurse I	9.24
Licensed Practical Nurse II	10.38
Licensed Practical Nurse III	11.62
Medical Assistant	9.93
Medical Laboratory Technician	10.88
Medical Record Clerk	11.24
Medical Record Technician	13.54
Nursing Assistant I	7.10
Nursing Assistant II	7.98
Nursing Assistant III	8.71
Nursing Assistant IV	9.77
Pharmacy Technician	12.19
Phlebotomist	10.38
Registered Nurse I	16.11

Registered Nurse II	19.71
Registered Nurse II, Specialist	19.71
Registered Nurse III	23.84
Registered Nurse III, Anesthetist	23.84
Registered Nurse IV	28.58

Information and Arts Occupations

Audiovisual Librarian	16.49
Exhibits Specialist I	17.00
Exhibits Specialist II	18.79
Exhibits Specialist III	23.46
Illustrator I	17.00
Illustrator II	18.79
Illustrator III	23.46
Librarian	16.48
Library Technician	11.07
Photographer I	10.96
Photographer II	13.53
Photographer III	16.34
Photographer IV	20.40
Photographer V	23.41

Laundry, Dry Cleaning, Pressing and Related Occupations

Assembler	7.03
Counter Attendant	7.03
Dry Cleaner	8.59
Finisher, Flatwork, Machine	7.03
Presser, Hand	7.03
Presser, Machine, Drycleaning	7.03
Presser, Machine, Shirts	7.03
Presser, Machine, Wearing Apparel, Laundry	7.03
Sewing Machine Operator	9.22
Tailor	9.84
Washer, Machine	7.69

Machine Tool Operation and Repair Occupations

Machine-Tool Operator (Toolroom)	14.86
Tool and Die Maker	20.20

Material Handling and Packing Occupations

Forklift Operator	11.53
Fuel Distribution System Operator	14.02
Material Coordinator	14.54
Material Expediter	14.54
Material Handling Laborer	10.95
Order Filler	11.74
Production Line Worker (Food Processing)	11.46
Shipping Packer	11.78
Shipping/Receiving Clerk	11.78

Stock Clerk (Shelf Stocker; Store Worker II)	12.62
Store Worker I	10.44
Tools and Parts Attendant	11.53
Warehouse Specialist	11.53

Mechanics and Maintenance and Repair Occupations

Aircraft Mechanic	15.64
Aircraft Mechanic Helper	11.75
Aircraft Quality Control Inspector	16.44
Aircraft Servicer	13.31
Aircraft Worker	14.08
Appliance Mechanic	14.86
Bicycle Repairer	12.12
Cable Splicer	17.99
Carpenter, Maintenance	14.95
Carpet Layer	14.08
Electrician, Maintenance	16.40
Electronics Technician, Maintenance I	13.01
Electronics Technician, Maintenance II	19.57
Electronics Technician, Maintenance III	21.95
Fabric Worker	13.31
Fire Alarm System Mechanic	15.64
Fire Extinguisher Repairer	12.54
Fuel Distribution System Mechanic	15.64
General Maintenance Worker	14.08
Heating, Refrigeration and Air Conditioning Mechanic	15.64
Heavy Equipment Mechanic	15.64
Heavy Equipment Operator	16.82
Instrument Mechanic	17.02
Laborer	9.04
Locksmith	14.86
Machinery Maintenance Mechanic	16.70
Machinist, Maintenance	15.64
Maintenance Trades Helper	11.75
Millwright	16.24
Office Appliance Repairer	14.86
Painter, Aircraft	14.86
Painter, Maintenance	14.86
Pipefitter, Maintenance	16.36
Plumber, Maintenance	15.73
Pneudraulic Systems Mechanic	15.64
Rigger	15.64
Scale Mechanic	14.08
Sheet-Metal Worker, Maintenance	15.64
Small Engine Mechanic	14.08
Telecommunication Mechanic I	19.01
Telecommunication Mechanic II	19.93
Telephone Lineman	19.01
Welder, Combination, Maintenance	15.64

Well Driller	15.64
Woodcraft Worker	15.64
Woodworker	12.54
Miscellaneous Occupations	
Animal Caretaker	8.37
Carnival Equipment Operator	8.65
Carnival Equipment Repairer	9.23
Carnival Worker	6.72
Cashier	6.86
Desk Clerk	8.41
Embalmer	16.57
Lifeguard	9.02
Mortician	16.57
Park Attendant (Aide)	11.32
Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	9.09
Recreation Specialist	11.65
Recycling Worker	8.64
Sales Clerk	9.00
School Crossing Guard (Crosswalk Attendant)	6.37
Sport Official	9.02
Survey Party Chief (Chief of Party)	16.23
Surveying Aide	9.12
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	13.08
Swimming Pool Operator	10.40
Vending Machine Attendant	8.64
Vending Machine Repairer	10.40
Vending Machine Repairer Helper	8.40
Personal Needs Occupations	
Child Care Attendant	8.41
Child Care Center Clerk	12.06
Chore Aid	6.38
Homemaker	14.22
Plant and System Operation Occupations	
Boiler Tender	17.99
Sewage Plant Operator	14.86
Stationary Engineer	19.78
Ventilation Equipment Tender	11.75
Water Treatment Plant Operator	14.86
Protective Service Occupations	
Alarm Monitor	11.01
Corrections Officer	16.07
Court Security Officer	16.07
Detention Officer	16.07
Firefighter	15.23
Guard I	8.32

Guard II	12.21
Police Officer	16.91
Stevedoring/Longshoremen Occupations	
Blocker and Bracer	15.79
Hatch Tender	13.73
Line Handler	13.73
Stevedore I	14.94
Stevedore II	16.67
Technical Occupations	
Air Traffic Control Specialist, Center (2)	27.00
Air Traffic Control Specialist, Station (2)	18.62
Air Traffic Control Specialist, Terminal (2)	20.50
Archeological Technician I	13.73
Archeological Technician II	15.36
Archeological Technician III	19.02
Cartographic Technician	19.12
Civil Engineering Technician	18.18
Computer Based Training (CBT) Specialist/ Instructor	25.02
Drafter I	12.17
Drafter II	14.05
Drafter III	18.53
Drafter IV	21.63
Engineering Technician I	14.37
Engineering Technician II	18.00
Engineering Technician III	19.78
Engineering Technician IV	25.62
Engineering Technician V	29.57
Engineering Technician VI	33.93
Environmental Technician	17.03
Flight Simulator/Instructor (Pilot)	26.55
Graphic Artist	18.92
Instructor	19.76
Laboratory Technician	12.23
Mathematical Technician	18.80
Paralegal/Legal Assistant I	12.51
Paralegal/Legal Assistant II	16.30
Paralegal/Legal Assistant III	19.94
Paralegal/Legal Assistant IV	24.13
Photooptics Technician	19.64
Technical Writer	20.46
Unexploded (UXO) Safety Escort	17.16
Unexploded (UXO) Sweep Personnel	17.16
Unexploded Ordnance (UXO) Technician I	17.16
Unexploded Ordnance (UXO) Technician II	20.76
Unexploded Ordnance (UXO) Technician III	24.88
Weather Observer, Combined Upper Air and Surface Programs (3)	15.90
Weather Observer, Senior (3)	18.30

Weather Observer, Upper Air (3)	15.90
Transportation/ Mobile Equipment Operation Occupations	
Bus Driver	11.40
Parking and Lot Attendant	8.00
Shuttle Bus Driver	10.09
Taxi Driver	9.49
Truckdriver, Heavy Truck	14.00
Truckdriver, Light Truck	10.09
Truckdriver, Medium Truck	11.40
Truckdriver, Tractor-Trailer	14.00

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $2.02 an hour or $80.80 a week or $350.13 a month.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 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 PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) 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 ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, 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 regrading 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 ordance, (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 ordance, 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 ordance,

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.

** NOTES APPLYING TO THIS WAGE DETERMINATION **

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

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. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} 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 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 Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

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 decision to the contractor.

6) The contractor informs the affected employees.

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" (the Directory) should be used to compare job definitions to insure 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.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 2
Date of Award: 06–NOV–2000 Date of Revision: 18–DEC–2001	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 5

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

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DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

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FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$5,827,799.51
FROM:	$4,587,726.59
ESTIMATED VALUE IS CHANGED BY:	$1,240,072.92
FUNDED AMOUNT:	$2,459,163.58

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi
Cheryl Bernardi, President
DATE SIGNED Jan. 18, 2002

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S. Blair 1-22-02
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
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(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

CONTINUATION SHEET

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$124,996.85	$1,499,962.20
	(c) Second Option Year (Third Year)	12	MO	$125,444.10	$1,505,293.20
	(d) Third Option Year (Fourth Year)	12	MO	$125,508.65	$1,506,103.80
	(e) Fourth Option Year (Fifth Year)	12	MO	$127,640.99	$1,531,691.88
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 28,280.76	$ 339,369.12
	(c) Second Option Year (Third Year)	12	MO	$ 28,332.26	$ 339,987.12
	(d) Third Option Year (Fourth Year)	12	MO	$ 28,280.76	$ 339,369.12
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 28,332.26	$ 339,987.12
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 14,298.25	$ 171,579.00
	(c) Second Option Year (Third Year)	12	MO	$ 14,321.65	$ 171,859.80
	(d) Third Option Year (Fourth Year)	12	MO	$ 14,298.25	$ 171,579.00
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 14,526.46	$ 174,317.52

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 19.16	$ 2,874.00
(c) Second Option Year (Third Year)	150	HRS	$ 19.16	$ 2,874.00
(d) Third Option Year (Fourth Year)	150	HRS	$ 19.16	$ 2,874.00
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 19.16	$ 2,874.00

5. Transition Period (Reference Clauses F.1 and H.1)

Quantity		Amount
1	JOB	$ 15,429.47

6. Security Guard Services for the Technical Support Facility (TSF) at the MMAC IAW the SOW, Attachment 1, and Modification/Revision 2 to the contract effective March 1, 2001.

(a) Base Contract (First Year)	10 Mo.	$5,576.45	$55,764.54
(b) First Option Year (Second Year)	12 Mo.	$5,305.73	$63,668.74
(c) Second Option Year (Third Year)	12 Mo.	$5,315.09	$63,781.09
(d) Third Option Year (Fourth Year)	12 Mo.	$5,305.73	$63,668.74
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,315.09	$63,781.09

7. Effective September 4, 2001, one additional Security Guard Post for the Technical Support Facility (TSF) at the MMAC is added to the contract under the existing terms and conditions. Modification/Revision 3 is executed bilaterally to effect this change.

(a) Base Contract (First Year)	4 Mo.	$6,371.69	$25,486.74
(b) First Option Year (Second Year)	12 Mo.	$5,317.62	$63,811.43
(c) Second Option Year (Third Year)	12 Mo.	$5,326.99	$63,923.78
(d) Third Option Year (Fourth Year)	12 Mo.	$5,317.62	$63,811.43
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,326.99	$63,923.78

8. Effective January 1, 2002, additional Security Guard services for the MMAC shall be added to the existing contract. A revised Statement of Work dated December 2001 for the security service has replaced the existing Statement of Work dated February 2000. Modification/Revision 5 is executed bilaterally to execute this change.

(a)	First Option Year (Second Year)	12 Mo.	$103,339.41	$1,240,072.92
(b)	Second Option Year (Third Year)	12 Mo.	$ 94,875.35	$1,138,504.20
(c)	Third Option Year (Fourth Year)	12 Mo.	$ 95,367.18	$1,144,406.16
(d)	Fourth Option Year (Fifth Year)	12 Mo.	$ 99,736.64	$1,196,839.68

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, 5, 6, 7, and 8 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

Federal Aviation Administration

Revision To Award for Supplies or Services

Date of Award: 06-NOV-2000 Date of Revision: 12-MAR-2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 6

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0588975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV.MPB.R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$5,943,779.85
FROM:	$5,827,799.51
ESTIMATED VALUE IS CHANGED BY:	$115,980.34
FUNDED AMOUNT:	$3,309,233.58

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return _____ copies to the issuing office. OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi, President
Cheryl Bernardi
DATE SIGNED 3/20/02

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 3-25-02
Maria S. Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J, Attachment 1, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.
The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 2 of 2
Date of Award: 06-NOV-2000 Date of Revision: 12-MAR-2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 6

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA-TSF visitor badges, requesting escorts from FAA-TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two-week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS Clause 3.2.4-35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94-2431 (Revision No. 15) and insert Wage Determination No. 94-2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

CONTINUATION SHEET

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$131,673.94	$1,580,087.23
	(c) Second Option Year (Third Year)	12	MO	$132,118.19	$1,585,418.23
	(d) Third Option Year (Fourth Year)	12	MO	$132,185.74	$1,586,228.83
	(e) Fourth Option Year (Fifth Year)	12	MO	$134,318.08	$1,611,816.91
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 29,940.16	$ 359,281.88
	(c) Second Option Year (Third Year)	12	MO	$ 29,991.66	$ 359,899.88
	(d) Third Option Year (Fourth Year)	12	MO	$ 29,940.16	$ 359,281.88
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 29,991.66	$ 359,899.88
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 15,138.69	$ 181,664.24
	(c) Second Option Year (Third Year)	12	MO	$ 15,162.09	$ 181,945.04
	(d) Third Option Year (Fourth Year)	12	MO	$ 15,138.69	$ 181,664.24
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 15,366.90	$ 184,402.76

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 20.26	$ 3,038.74
(c) Second Option Year (Third Year)	150	HRS	$ 20.26	$ 3,038.74
(d) Third Option Year (Fourth Year)	150	HRS	$ 20.26	$ 3,038.74
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 20.26	$ 3,038.74

5. Transition Period (Reference Clauses F.1 and H.1)

Quantity		Amount
1	JOB	$ 15,429.47

6. Security Guard Services for the Technical Support Facility (TSF) at the MMAC IAW the SOW, Attachment 1, and Modification/Revision 2 to the contract effective March 1, 2001.

(a) Base Contract (First Year)	10 Mo.	$5,576.45	$55,764.54
(b) First Option Year (Second Year)	12 Mo.	$5,618.44	$67,421.27
(c) Second Option Year (Third Year)	12 Mo.	$5,627.80	$67,533.62
(d) Third Option Year (Fourth Year)	12 Mo.	$5,618.44	$67,421.27
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,627.80	$67,533.62

7. Effective September 4, 2001, one additional Security Guard Post for the Technical Support Facility (TSF) at the MMAC is added to the contract under the existing terms and conditions. Modification/Revision 3 is executed bilaterally to effect this change.

(a) Base Contract (First Year)	4 Mo.	$6,371.69	$25,486.74
(b) First Option Year (Second Year)	12 Mo.	$5,630.33	$67,563.96
(c) Second Option Year (Third Year)	12 Mo.	$5,639.69	$67,676.31
(d) Third Option Year (Fourth Year)	12 Mo.	$5,630.33	$67,563.96
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,639.69	$67,676.31

8. Effective January 1, 2002, additional Security Guard services for the MMAC shall be added to the existing contract. A revised Statement of Work dated December 2001 for the security service has replaced the existing Statement of Work dated February 2000. Modification/Revision 5 is executed bilaterally to execute this change.

(a) First Option Year (Second Year)	12 Mo.	$103,188.41	$1,238,260.95
(b) Second Option Year (Third Year)	12 Mo.	$ 94,724.35	$1,136,692.23
(c) Third Option Year (Fourth Year)	12 Mo.	$ 95,216.18	$1,142,594.19
(d) Fourth Option Year (Fifth Year)	12 Mo.	$ 99,585.64	$1,195,027.71

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, 5, 6, 7, and 8 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 2
Date of Award: 06–NOV–2000 Date of Revision: 12–JUL–2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 7

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$6,053,529.05
FROM:	$5,943,779.85
ESTIMATED VALUE IS CHANGED BY:	$109,749.20
FUNDED AMOUNT:	$4,152,233.58

IMPORTANT: Contractor ☑ is, ☐ is not required to sign this document and return 3 copies to the issuing office. | OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi, President
DATE SIGNED 07/19/02

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 7-23-02
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

STATEMENT OF WORK

FOR

FEDERAL AVIATION ADMINISTRATION

MIKE MONRONEY AERONAUTICAL CENTER

SECURITY GUARD SERVICE

REVISED

JULY 2002

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Definitions/Acronyms

As used throughout this SOW the following terms/acronyms shall have the meaning set forth below:

Definitions

Acceptable Quality Level (AQL): The allowable leeway or variance from a standard before the Government will consider a service unsatisfactory. An AQL does not say that the contractor may knowingly offer unsatisfactory service(s). It implies that the Government recognizes that defective performance sometimes happens unintentionally. As long as the percent of the defective performance does not exceed the AQL, the service will not be considered unsatisfactory by the Government. The contractor, however, must re-perform the defective service when possible.

Contract Discrepancy Report (CDR): A formal, written documentation of contractor non-conformance or lack of performance for contracted work.

Contracting Officer(CO): The person authorized to act on behalf of the Government to negotiate and award contracts and modifications thereto, and to administer contracts through completion or termination. Except for certain limited authority delegated by the CO to a technical representative, the CO is the only individual with the authority to direct the work of the contractor.

Contracting Officer Representative (COR): The authorized Government representative(s) acting within the limits of their delegated authority as authorized by the CO, for overall technical management of the contract.

Contracting Officer Technical Representative (COTR): The authorized Government representative(s) acting within the limits of their delegated authority for management of specific functional activities.

Defect: Each instance of noncompliance with a contract requirement. A defect may be caused by either nonperformance or poor performance.

Emergency Work: Security guard services which takes priority over all other requirements of the SOW and requires immediate action including diverting personnel from other jobs, if necessary, to cover the emergency.

Expendable Property: Government property that is consumed by the contractor while performing requirements of the SOW.

Facility Management Specialist (FMS): A Government employee who is trained in contract inspection, and who has responsibility for inspecting services performed in accordance with the SOW.

Facility Security Coordinator: A government point of contact for staffed FAA facilities that would be the facility manager's representative in coordinating with the responsible SSE on security matters, to include assessments, inspections, and accreditation.

Government-Furnished Equipment (GFE): Government owned equipment provided to the contractor for use in fulfilling the terms of this contract.

Government-Furnished Facilities (GFF): Areas of buildings designated by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government-Furnished Property (GFP): All equipment, facilities and material provided by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government Representative: The Contracting Officer or his/her Authorized Representative(s) and Facility Management Specialist (FMS).

Hand Receipt: A signed document acknowledging acceptance of responsibility for items of property listed thereon which are loaned or issued for use and are to be returned to the Government.

Inspection: The comparison of services against contract requirements in order to establish conformance or non-conformance with the contract requirements.

Installed Building Equipment: Items of equipment or furnishings which are affixed as a permanent part of the structure.

Personal Property: Property of any kind except real property, or records of the Federal Government.

Property Administrator: An authorized representative of the Contracting Officer or his/her Authorized Representative assigned to administer the contract requirements and obligations relating to Government property.

Quality Assurance(QA): A method used by the Government to check services to determine whether or not they meet the requirements of this contract.

Quality Assurance Surveillance Plan (QASP): A written plan that details what is to be evaluated, how evaluations are to be accomplished, frequency of evaluations, and evaluation parameters.

Quality Control Program (QCP): Contractor's system to control the services to ensure that requirements of the contract are performed.

Real Property Equipment: Equipment built into or permanently attached to building(s).

Servicing Security Element (SSE): Civil Aviation Security Division

Software: Software is defined as the application system and all supporting software packages, new development of software systems or programs for special or recurring requirements in support of security guard services at the MMAC.

Statement of Work (SOW): A document that describes the requirements and/or services,

including performance standards for contractual services.

Surveillance: Planned or random observation of requirements of the SOW or services performed.

Acronyms

AC	Aeronautical Center
ACSMS	Aeronautical Center Security Management System
ACO	Administrative Contracting Officer
ADP	Automated Data Processing
AG	Access Gold
AQL	Acceptable Quality Level
CAMI	Civil Aerospace Medical Institute
CDR	Contract Discrepancy Report
CCMS	Central Control Monitoring System
CO	Contracting Officer
COR	Contracting Officer's Representative
COTR	Contracting Officer's Technical Representative
CQC	Contractor Quality Control
FAA	Federal Aviation Administration
FAALC	FAA Logistic Center (formerly FAA Depot)
FMS	Facility Management Specialist
FPA	Federal Property Administration
FPMR	Federal Property Management Regulations
FSC	Facility Security Coordinator
FY	Fiscal Year
GFE	Government-Furnished Equipment
GFP	Government-Furnished Property
GOCO	Government-Owned, Contractor-Operated
IAW	In Accordance With
MMAC	Mike Monroney Aeronautical Center
OJT	On-the-Job-Training
OSHA	Occupational Safety and Health Act (or Administration)
PC	Personal Computer
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SSE	Servicing Security Element
SOW	Statement of Work
TE	Technical Exhibit
TI	Technical Inspection
TRW	Thomas Road Warehouse (Leased Facility to FAALC)

Specifications/Statement of Work

C.1 Scope of Work

The Federal Aviation Administration (FAA) has revised and updated its requirements for guard services for all facilities and established minimum standards for physical security management, control, and safeguarding of assets and facilities. The purpose of this contract is to procure armed guard services which provide physical security safeguards for FAA employees, information, facilities, United States Government property and assets from loss, theft, damage, unauthorized use, criminal acts, espionage, sabotage, and terrorism. Under this contract, the Contractor shall be required to provide guard services for the Mike Monroney Aeronautical Center and additional leased facilities which may be added anytime during the contract period.

C.2 General Requirements

The following is a representative listing of general duties and responsibilities to be performed by guard personnel at FAA/MMAC. Performance of this work shall be carried out in such a manner that causes minimal interruption to or interference with proper execution of government business. The Contractor shall ensure that all security violations are properly documented and reported to the Contracting Officer's Technical Representative (COTR), the Facility Security Coordinator (FSC) and Servicing Security Element (SSE) on AC Form 1600-26, Security Irregularity Record. The Contractor shall ensure that all guard services provided herein are in accordance with the Facility Guard Manual.

Contract guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes or directives and all documents listed in Technical Exhibit One.

1. Take appropriate action to prevent the occurrence of fires, explosions, collapses, and other catastrophes. In such an event, summon appropriate response and then notify FAA personnel. Assist in minimizing the effects and in restoring the area to a safe condition.

2. Safeguard and deter the commission of crimes against a person or persons, summon appropriate response forces, and assist those response forces as required. Provide emergency assistance as required. Follow emergency and contingency operating procedures as prescribed by the facility, during emergency situations. Examples of emergencies are provided in the Facility Guard Manual.

3. Deter and report damage, pilferage, removal, secreting, misappropriation, misuse, larceny, theft, or other improper or unlawful threats to, or disposition of Government or personal property or acts of espionage, sabotage, or wrongful destruction within the facilities or grounds.

4. Apprehend and detain all suspicious persons, or those who gain or attempt to gain unauthorized access to the facility, for release to local law enforcement authorities.

5. Safeguard and protect all Government classified, proprietary and sensitive information, documents, material and equipment. Enforce the established policies and procedures for controlling the removal of property and documents from the facility.

6. Investigate and report any suspicious activity in accordance with established facility security policies and procedures.

7. Monitor, assess, and respond to alarms. Investigate and report any suspicious activity in accordance with established security policies and procedures.

8. Conduct visual inspections of the inside of all passenger and delivery vehicles and review the manifest before access to the facility is allowed.

9. Conduct random personnel/vehicle inspections as directed by the Facility Manager and/or FSC.

10. Enforce the facilities rules and regulations governing control of parking and all vehicular and pedestrian traffic. Deter and report unauthorized personnel and/or vehicular activities on the facility.

11. Ensure qualified, trained relief personnel are on duty as a replacement for any employee deemed unable to perform the assigned duties. The Contractor shall have a qualified relief replacement available within a two-hour time frame.

12. Provide additional qualified security guards for planned events, emergencies, and ad-hoc situations as required. The FAA shall provide the Contractor as much advanced notice as possible depending on the event(s) and or circumstances.

13. Operate, maintain, and enforce the system of personnel identification and access controls for facility employees and visitors prescribed by established orders, policies and procedure.

14. Monitor and assess the surveillance and intrusion detection systems as required.

15. Provide in writing any security deficiencies and report them in an expeditious manner to the COTR, FSC, and SSE. Modify patrol times and conduct non-routine patrols as directed by the Contracting Officer (CO), COTR or FSC.

16. Maintain a written daily log (FAA Form 1600.8) of all patrols, incidents, and visitors. This log may be reviewed only by the COTR, FSC and the Servicing Security Element (SSE).

17. Receive, receipt for, and secure prohibited personal property as listed in the Occupant Emergency Plan (OEP), as well as lost and found articles pending transfer to appropriate authorities.

18. Ensure all lights inside the guard post are turned down to provide maximum surveillance of the area. However, when vehicles approach, the guard shall ensure there is sufficient light for the driver to see the guard's signals.

19. Receive, receipt for, secure, issue, and account for all keys that are issued to the Contractor or placed under the Contractor's control.

20. Make appropriate checks using a watch clock or electronic tour system equivalent.

21. Ensure that all exterior doors are secured in accordance with FAA and facility directions.

22. Perform escort duties as required by security policies and procedures for the facility.

23. Provide written and verbal reports as required by existing policies and procedures.

C.2.1 Work Standards

The Contractor shall perform work to the standards and within the Acceptable Quality Levels (AQL) presented in this Statement of Work (SOW). The AQLs are the maximum deviations from the standards that will be allowed for satisfactory performance. The AQLs and standards are present in the Performance Requirements Summary, provided in Technical Exhibit Three.

C.2.2 Contractor Responsibility

The Contractor's work and responsibilities include all Contractor planning, programming, administration and management necessary to provide security guard services as specified herein. Security guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes, or directives and all documents listed in Technical Exhibit One

C.2.3 Commissioning and Deputization

All Contractor security guard personnel shall be licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.2.4 Contractor Personnel

The Contractor shall provide a sufficient number of qualified personnel to perform security guard services described in this SOW. These personnel shall provide the core of knowledge for the Contractor to ensure uninterrupted performance at the required quality levels.

C. 2.5 Contractor Key Personnel

Key personnel shall provide management, administrative and technical interface with the Contracting Officer's Representatives (COR) in the day-to-day accomplishments of these SOW requirements. The names of these individuals and their alternates shall be designated in writing in the Contractor's guard manual. Any proposed changes to these individuals must be approved in writing by the Contracting Officer Representative (COR). Project Manager, Shift Supervisors, *Site Specify Supervisors (Screening Facility and MMAC Visitor Center)*, Pass/Identification Personnel and Dispatcher Officers are considered Contractor key personnel. ***11/16/01***

C.2.6 Contractor Project Manager Requirements and Qualifications

The Contractor must assign one overall Project Manager who shall have complete and final responsibility for the Contractor. This individual shall have full authority and autonomy to act for the Contractor in **ALL** day-to-day matters relating to Contractor performance and shall work with the COR in the overall administration and management of the required services. The Project Manager shall act as the initial point of contact for technical matters pertaining to performance requirements. The Project Manager shall be physically present on site at the MMAC, except on legal federal holidays, during the hours of 8:00 a.m. through 4:30 p.m., Monday through Friday. The Contractor shall designate an individual(s) to act for the Project Manager when services are being performed at hours other than those listed above. A designee shall be named during all absences. The Contractor shall provide telephone and pager numbers of the Project Manager and alternate(s) where these persons may be contacted outside of normal duty hours. The Project Manager and any individual(s) designated to act for the Contractor shall have full authority to contractually commit the Contractor, and act without delay on matters pertaining to execution of the contract. The Project Manager shall have four (4) years management experience in facility protection at a level commensurate with the scope of work of this contract. In addition, the supervisor must meet the Contract Guard Requirements as set forth in section C.3.19 in this contract. This Project Manager must be satisfactory to the CO and SSE.

C.2.7 Contractor Guard Project Manager Responsibilities

The Contractor Project Manager shall be available at all times to receive and implement orders or special instructions from the COTR concerning matters which affect the operation, protection and/or security of assigned areas.

The Project Manager shall not hold the position of an on-duty guard except in emergencies. In emergencies, the Project Manager may staff the post not to exceed three hours in any consecutive eight-hour period.

The Project Manager shall:

1. Exercise individual judgment as to staffing, scheduling and utilizing guard personnel.

2. Provide to the COTR a current list of available guards. This list will consist of individuals who meet all the special provisions provided for in these specifications. The Contractor will be responsible for maintaining this list with current information and will supply the COTR with a new list whenever changes occur.

3. Exercise supervisory responsibilities over the operation of guard force to ensure that the required services are provided on a consistent and continuous basis.

4. Serve as the contact point between the Contractor and the COTR/FSC. The Project Manager shall receive and handle all instructions from the COTR/FSC and ensure they are properly implemented by the guard force.

5. Receive complaints regarding violations of guard instructions and initiate corrective action.

6. Conduct an FAA approved security orientation on individual conduct and responsibility for contract personnel prior to their duty assignments. Each employee's initial orientation will be documented and signed by the employee and supervisor. A copy shall be forwarded to the CO and COTR.

7. Inspect each guard post no less than three (3) times each calendar week to observe their conduct from the standpoint of efficiency, conduct and compliance with the Facility Guard Manual, guard orders and other applicable regulations and instructions. In making the required supervisory inspection, the Contractor shall determine at a minimum that the guard is in full uniform when carrying out the duties and responsibilities of the FAA contract. The inspection shall ensure that the overall appearance and demeanor of the guard promulgates professionalism, not only during the actual inspection but also throughout the assigned shift. The Contractor shall ensure that all results of observations are kept in a guard log.

8. Conduct unannounced site inspection between the hours 6:00 p.m. to 5:00 a.m. of each shift totaling at least 16 hours per month and will provide a written report to the COR of the conditions or deficiencies and action to be taken. The COTR may determine specific inspection times, as required. The date and time of Project Manager visit shall be noted in the FAA contract guard log.

When inspecting the guard employees, the Project Manager shall ensure that:

1. A current copy of the regulations and instructions pertaining to the guard post, the guard manual and guard orders are immediately available at each post of duty.

2. Each guard has studied the orders and regulations and is thoroughly familiar with them.

3. Each guard must comply with the orders and regulations at all times.

C.2.8 Actions to be Taken by the Contract Guard Management

The Project Manager /shift supervisor, upon notification that a firearm has been discharged, shall take the following actions:

1. Ensure that action has been taken to notify the appropriate authorities if a fatality, injury, or damage to private property occurs,

2. Request medical aid, if needed.

3. Notify the FSC/SSE/COTR by the most expeditious means available and provide a written follow-up report of the incident within 24-hours.

C.2.9 Contractor Guard Shift Supervisor

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of supervisory experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract. ***3/7/01***

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal "guardmount" at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements.

C.2.10 Site Specific Supervisors (Screening Facility and MMAC Visitor Center)

The Contractor shall assign one (1) Site Specific Supervisor per working shift for the Screening Facility and MMAC Visitor Center. These individuals shall have responsibility for the designated period and/or shift. Site Specific Supervisors shall report to the Contractor Guard Shift Supervisor and/or Project Manager. Site Specific Supervisors shall have two (2) years of guard experience with six (6) months of supervisory experience in facility protection at a level equivalent with the scope of work of this contract. This is a full-time temporary position. Services for this position may be discontinued with a two-week notice. ***11/16/01***

C.2.11 Contractor Guard Pass and Identification Personnel

Pass & ID personnel shall have experience with Best locking systems, combinating cores, removal and installation of locking hardware, making keys, access card security system, including upgrading and downgrading codes for access cards, changing status levels and time zones for access cards, and data entry in a computerized identification media system.

C.2.12 Contractor Guard Dispatcher Officer

Dispatcher Officers shall have a minimum of two (2) years experience in facility protection at a level commensurate with the scope of work of this contract; in addition to one (1) year experience operating and administering computer based programs dealing with building intrusion and fire detection systems.

C.2.13 Contractor Guard Patrol/Post Officer

Patrol officers shall have a minimum of one (1) year experience in facility protection at a level commensurate with the scope of work of this contract.

C.2.14 Secretary II

Performs varied clerical and secretarial duties requiring knowledge of office routine and an understanding of the organizations, programs, and procedures related to the security functions. This is a full-time temporary position. Services for this position may be discontinued with a two-week notice. ***11/16/01***

C.2.15 Security Guard Force

All Contractor security guard personnel shall meet the requirements of *FAA Order 1600.69A, FAA Facility Security Management Program*. All security guard personnel must be fully capable of reading, writing, understanding, and speaking common English. All personnel shall be U.S. Citizens.

C.2.16 Specific Personnel Qualifications

The Contractor shall provide qualified security guard personnel as needed to meet requirements of the SOW. The Contractor shall provide for all training to meet requirements of the SOW unless otherwise specified herein or as otherwise approved by the COR. Qualification training records shall be maintained for each employee.

C.2.17 Qualification Review

The Contractor shall present all pertinent qualification credentials to the CO and/or COR for subsequent review, in accordance with *FAA Order 1600.69A, FAA Facility Security Management Program.* The Contractor shall obtain approval from the CO and/or COR as to acceptance of all Contractor nominated supervisory and security guard personnel for positions in this contract.

C.2.18 Restrictions on Employee Activity

Contractor employees shall conduct only activities covered by this SOW while on Government premises. Contractor employees shall not discuss information obtained in the performance of work with unauthorized personnel.

C.2.19 Identification

Each Contractor employee shall conspicuously display approved DOT/FAA identification media in accordance with the contract and SOW.

C.2.20 Contractor Employee Compliance with Regulations

The Contractor shall ensure that all Contractor employees observe and comply with all local and FAA policies, regulations, and procedures. Applicable DOT/FAA Orders are listed in Technical Exhibit One. All Contractor employees shall cooperate fully with federal investigations in any and all matters.

C.2.21 Monthly Personnel Reporting Requirements

The Contractor shall provide to the COR on a monthly basis, the names, work shifts, job titles, hiring dates, and termination dates, in alphabetical sequence, of all persons who were in the Contractor's employ the previous month. These reports are due no later than the 5th day of each month.

C.2.22 Data Security Systems

Data security shall be provided via office and terminal restrictions. The Contractor shall be responsible for monitoring and controlling access to those Contractor personnel authorized to operate these data systems. Any password assignments shall only be used by authorized Contractor personnel and all passwords shall be provided to the COR. Specific systems and databases involved are Access Gold and ACSMS.

C.2.23 Stolen, Missing, or Damaged Government Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged Government property to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination that the item(s) is stolen, missing or damaged. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of Government property.

C.2.24 Stolen, Missing, or Damaged Personal Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged personally owned property which is determined to be missing, stolen, or intentionally damaged while on or in Government facilities to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of personal property on or in Government facilities.

C.2.25 Applicable Documents/Forms

The Contractor shall have available for use, the documents listed in Technical Exhibit One and forms listed in Technical Exhibit Two. All referenced Federal laws, codes, directives, and instructions in effect at time of solicitation shall be considered mandatory regulations as applicable to the service to be performed. Mandatory regulations are considered those regulations that are required to perform the required SOW services.

C.2.26 Revision Without Cost Increase

All revisions to mandatory regulations which do not result in an increase in costs, as determined jointly by the CO and/or COR and the Contractor, shall be implemented within five working days of the Contractor's receipt of the revision.

C.2.27 Required Forms

The Contractor will stock the forms listed in Technical Exhibit Two that are required for the performance of this SOW. The official use of these forms are required unless the COR determines that they may be disposed of or altered. The Contractor is required to notify the COTR immediately upon reaching the reorder point for each form.

C.3 Statement of Work

The Contractor shall furnish all labor, supervision, materials, equipment, transportation, and management necessary to provide guard services in accordance with the stated requirements, except the Government Furnished Properties specified in Technical Exhibit Two. The Contractor shall implement all necessary scheduling, personnel, and equipment control procedures to ensure timely accomplishment of all guard service requirements.

C.3.1 Contractor Management

The Contractor shall manage the total work effort associated with the guard services required herein to assure fully adequate and timely completion of these services. Included in this function will be a full range of management duties including, but not limited to, planning, scheduling, report preparation, establishing and maintaining records, and quality control. The Contractor shall provide an adequate, qualified staff of guard personnel with the necessary management expertise to assure the performance of the work in accordance with sound and efficient management practices.

C 3.2 Contractor Supervisor Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Supervisor Guard Manual to each contract guard supervisor assigned to duty at the FAA facility. The manual shall contain the basic guidance issued by the Contractor to their supervisory employees concerning matters of discipline, inspections, management practices, and overall supervisory authority on this contract. The supervisor is additionally responsible for compliance to the Contractor Guard Manual. The Supervisor Guard Manual shall be coordinated with and approved by the COTR and the SSE before issuance.

Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Supervisor Guard Manual for review. The FAA will review and approve this document within fifteen (15) calendar days of receipt. The Contractor shall furnish, within fifteen (15) calendar days of FAA approval, one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Supervisor Guard Manual shall be approved by the COTR/SSE before issuance. The manual shall be reviewed by COTR and SSE annually and updated as required.

C.3.3 Guard Staffing Requirements

The Contractor shall provide all security guard service required to accomplish activities listed in this contract for the MMAC. The MMAC is leased property, which consists of approximately 1,000 acres. The property extends north to SW 59th Street, south to SW 89th Street, east to flight line (AOA) and west to Rockwell AVE. Additional leased facilities may be added at a later date. A two week notice of intent to discontinue service will be given on leased facilities. A layout of the leased area is provided as Technical Exhibit Five.

All security guard services shall be performed in accordance with the standards presented in Technical Exhibit Three, Performance Requirements Summary. The specific security guard services are defined in the following functional areas:

Surveillance, Patrol and Fixed Post C.3.4
Access Control C.3.5
Staff and Maintain Dispatcher Office C.3.6
Staff and Maintain Identification Processing Office C.3.7
Fire Detection and Intrusion Alarm System Control C.3.8
Parking and Traffic Control C.3.9
Response to Emergency Situations C.3.10
Transportation or Escort of Government Funds C.3.11
Data and/or Reports C.3.12

Security guard services performed IAW the SOW are protective and preventive in nature. Emphasis must always be on protection of property and personnel by engaging a system of **consistent** preventive measures and administrative requirements. The Contractor shall implement security systems and procedures IAW Aeronautical Center and FAA Orders and regulations. Security guard services performed under the SOW are generally restricted to Government-leased property within the area described above; however, the Contractor may be required to assist with emergencies occurring on non-leased property adjacent to and within the MMAC which could affect operations at the MMAC. Because of the MMAC relationship to the City of Oklahoma City, both operationally and geographically, the Contractor should maintain a close working relationship with certain Oklahoma City departments. These include Police and Fire Departments, Department of Airports, Oklahoma City Airport Trust, Street and Traffic Control, Safety, Civil Defense, and Federal Transfer Center personnel.

The Contractor shall be responsible for the **consistent** performance and professional behavior of security guard services as identified by the SOW. Security procedures and functions are also outlined in Technical Exhibit Three.

C.3.4 Surveillance, Patrol and Fixed Post

The Contractor shall provide surveillance and patrol, 24 hours per day, 7 days per week (exceptions are noted) as follows:

1. Monitor via CCTV and conduct spot checks of vehicle and personnel access to the AOA flight line at Gate 12 and Gate 13. Spot check ramp permits, vehicle license tags, ID media, etc.

2. Maintain guard posts at the north, east, west and gate 20 entrances of the FAALC Warehouse building. Security guards shall be stationed at the north and east guard posts daily from 5:30 a.m. through 6:30 p.m. and gate 20 post from 08:00 a.m. through 4:00 p.m. weekdays, except federal holidays. Security guards shall be stationed at the west guard post 24 hours, 7 days a week. FAALC post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the FAALC as directed by the COR.

3. Maintain guard post at (FAALC leased facility) Thomas Road Warehouse, located at S.W. 36th Street and South Thomas Road. Security guards shall be on station 24 hours, 7 days a week. Post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the TRW as directed by the COR.

4. Security guard service at FAALC north post, gate 20 and TRW are full-time temporary positions. Services for these positions may be discontinued with a two-week notice.

5. During the hours of 7:00 a.m. through 3:00 p.m., Monday through Friday, except federal holidays, maintain patrol activities, using Contractor furnished vehicles, around the MMAC by dividing the center into two distinct patrol areas. One area is east of MacArthur Blvd. and the other area is west of MacArthur Blvd. Patrol activities must be accomplished by vehicle patrol. Four vehicles are required to accomplish this function. When required for short periods of time, fixed post units may be utilized to assist the dispatcher's office, perform funds transfer, fill out accident reports, etc.

6. Maintain guard posts at the north and south entrances of MacArthur Boulevard. The north entrance will be open 24-hours a day, seven days a week. The south entrance will be open 5:30 a.m. to 6:30 p.m., Monday through Friday excluding Federal holidays. When the south posts are secured these patrol units will maintain patrol activities around the MMAC. Requirements of the security guards include checking vehicle identification media, checking identification media, issuing vehicle parking permits, issuing visitor badges and conducting position media identification checks as directed.

7. During the hours 7:00 a.m. through 3:00 p.m. Saturday, Sunday and federal holidays, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time frame.

8. During the hours of 3:00 p.m. through 7:00 a.m., seven days per week, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time period. Patrol of these two areas shall be accomplished by patrol vehicle. Security guard personnel shall patrol the high usage, high activity areas at a minimum of once per hour. The remote areas shall be checked a minimum of twice per shift. When necessary, the patrol unit from the east side of MacArthur Blvd. can be used to assist the dispatcher office, make safe checks, respond to emergencies, etc.

9. During the hours of 8:00 a.m. through 4:00 p.m., Monday through Friday, except federal holidays, maintain one (1) foot patrol. Foot patrol may be utilized to assist the dispatch office, to perform special function or work assignments and other such duties deemed necessary by the FAA.

10. Safe checks are usually scheduled between 5:00 p.m. and 8:00 p.m. daily. All designated security containers located in the various MMAC buildings must be checked to ensure their secure condition.

11. The level of surveillance and patrol shall be sufficient to effectively deter unauthorized use of Government property, theft, vandalism, sabotage, etc. All security guard surveillance and patrol personnel shall be alert to and report fire and safety hazards, perform duties outlined in MMAC contingency plans for bomb threats, demonstrations, unlawful strikes or gatherings, and emergency readiness. Requirements include crowd control, building access control, and assisting search procedures.

12. All security guard personnel shall prepare Security Irregularity Record, AC Form 1600.26, concerning all violations of Federal, State, or local laws and FAA regulations, which they observe. These reports shall be submitted to the COTR, FSC and SSE.

13. Security guards shall assist stranded or lost motorists and pedestrians as appropriate and when such assistance does not diminish or interfere with the security of the MMAC.

14. *Maintain guard post at the north and east entrance of the Technical Support Facility. Security guards shall be on station from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. TSF post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***2/21/01***

15. *MMAC Visitor Center. Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking vehicle identification media, checking personnel identification media, issuing parking permits issuing visitor badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. Contacting MMAC Organizations in order to provided escort services for personnel. Providing vehicle escort services for other MMAC organization functions in support of official Government business. Conducting visual inspections of POV's and/or verifying manifest for commercial deliveries to the MMAC. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***07/08/02***

16. FAA Commercial Vehicle and Construction Processing Center. ***(Screening Facility)*** *Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking commercial vehicles identification media, checking personnel identification media, conducting visual inspections of POV's and/or verifying manifest for commercial deliveries to the MMAC, issuing visitors parking perkings, issuing visitor identification badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. Providing vehicle escort services for other MMAC organization functions in support of official Government business. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***07/08/02***

17. *VTD Guard Station. Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking vehicle identification media, checking personnel identification media, issuing visitors parking permits, issuing visitor badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

18. *FAA Commercial Vehicle and Construction Processing Center* ***(Screening Facility)*** *working hours will be from 7:00 a.m. through 3:30 p.m. Monday through Friday, except for Federal holidays. Requirements for the security guards will be to conduct visual checks of all parcels and packages to determine if there is a viable threat to the MMAC. The parcels will vary in size and shape and will weigh up to 75 lbs. All security guards shall be trained by U.S. Postal Service or an authorized and certified inspector tainer for an inspection process for all incoming parcels and mail. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

19. *MMAC Visitor Center. Data Processing Officer. Working hours will be 8:00 a.m. to 4:30p.m., Monday through Friday, except for Federal holidays. Consolidate and entry all vehicle and personnel data/information from the DOT/FAA Visitor Register, FAA Form 1600-8, from all entrance post utilizing the (ACSMS) computer base program. The security officer shall have one (1) year experience using Microsoft Office Software and must be able to type 40 words per minute. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

C.3.5 Access Control

The Contractor is responsible for the daily securing/locking of doors. This requirement normally is accomplished between 4:30 p.m. and 6:30 p.m. Approximately 300 doors and 24 gates shall be checked and secured if found unlocked. All doors and gates will be checked at least twice per shift, except 7:00 a.m. through 6:00 p.m., excluding federal holidays. The Contractor must ensure that all designated doors and gates are unlocked at their assigned times. The schedule for locking and unlocking shall be approved by the SSE. The Contractor shall comply with any changes to the established schedule forwarded by the COTR.

C.3.6 Staff and Maintain Dispatcher Office

The Dispatcher Office is the control point for security guard activity. It is the focal point for all coordination and communications and shall be operated 24 hours per day, 7 days a week, without exception. Duties of the Dispatcher Office include maintenance of visitor register, monitoring intrusion and fire detection alarms, dispatching patrols to the site of all alarms for investigation, monitoring card access systems and CCTV systems, and serve as information center to all visitors and/or employees.

C.3.7 Staff and Maintain Identification Processing Office

The Contractor shall staff the Identification Processing Office with three security guard personnel. The personnel selected shall be approved by the COR. The Identification Processing Office shall be open 7:00 a.m. through 4:30 p.m. Monday through Friday, excluding federal holidays. One security guard shall be in the Identification Processing Office at the above times. Requirements of the office are as follows:

1. Make and issue keys, maintain records relating to control and issuance of keys, install remove and combinate cores, and maintain records relating to control, use and locations of cores.

2. Prepare official identification media by utilizing computer based digital identification system combined with the ACSMS and Access Gold programs.

3. Register and issue vehicle decals and process temporary Visitor Parking Permits, AC form 1600-44.

4. Take Government employee and Contractor fingerprints and complete fingerprint cards for the SSE. All cards shall be completed within three days of the date the fingerprints were taken.

5. Maintain current inventories of unused identification keycard badges, cores and keys.

6. Consolidate and enter data in the Access Gold program for building intrusion, update building lock and unlock schedule, and provide appropriate notification to Project Manager and/or printouts to the dispatcher.

7. Update and maintain current personnel security records for keycard badge system, metal keys and vehicle identification.

C.3.8 Fire Detection and Intrusion Alarm System Control

The Contractor shall ensure that all alarms are activated and operable according to schedules, which normally coincides with locking and unlocking schedules. Security guard personnel shall respond to all alarms and take action as required to ensure security and protection of Government property and/or equipment including providing escort for fire fighting equipment dispatched from both the Airport or Oklahoma City Fire Departments to the MMAC. The dispatcher is responsible for notification to CCMS operator, as appropriate, of any malfunctions or false alarms for repairs and/or resetting of devices in accordance with procedures approved by the COR.

C.3.9 Parking and Traffic Control

The Contractor shall enforce parking and traffic regulations IAW appropriate orders and regulations listed in Technical Exhibit One. When necessary, citations for violations can be issued as part of the enforcement program. As required security guard personnel will direct traffic on access roads and at intersections internal to MMAC leased property, check parking lots for unauthorized vehicles, assist visitors with directions and other problems as appropriate, and conduct specialized studies and surveys as requested by COR.

C.3.10 Response to Emergency Situations

Published emergency telephone numbers are connected to equipment in the Dispatcher's Office. The security guard dispatcher is responsible for answering these telephones. In a medical emergency, the dispatcher will obtain the necessary information and dispatch a patrol unit to the appropriate location. If necessary, the patrol unit will administer first-aid and request assistance from the Airport Fire Department Rescue Squad and/or ambulance service as required. The dispatcher shall advise if the emergency is for a coronary situation. Upon receiving a request for ambulance service the dispatcher will obtain the person's name, organization, and telephone extension. If there is a fire or any other type emergency, the dispatcher will obtain all available information and initiate appropriate action necessary to eliminate the emergency. The Contractor shall notify the COR any time emergency conditions and/or vehicles are at the MMAC.

C.3.11 Transportation or Escort of Government Funds

When requested the Contractor shall provide escort services for Government fund transactions between Government offices and/or buildings and the FAA Credit Union. Security guard personnel serving as escorts shall proceed directly from the office in which the Government funds are obtained and proceed directly to the specified depository. While transporting Government funds, security guard personnel shall not respond to any other requirement until delivery of the funds to the appropriate depositor has been accomplished.

C.3.12 Data and/or Reports

The Contractor shall submit to the COR a monthly status report of all work accomplished during each month of contract performance. Information contained in the report shall include, but is not limited to, difficulties encountered and solutions thereto, anticipated problems which may affect the progress of work, difficulties involving personnel, cost, etc., and a brief statement of any significant change which is planned in the course of the work. The report shall be in a narrative form, brief and informational in content, and shall be submitted in reproducible original and two copies by the 5th working day of the month following the reporting period.

The Contractor shall compile and maintain, or submit as scheduled to the COR, unless

otherwise indicated, reports as follows:

a. Monthly Parking/Traffic Citation Report	Submit Monthly
b. Radio Dispatcher Log (AC Form 1600.25)	Maintain for Two Years
c. Security Irregularity Record (AC Form 1600.26)	Submit Daily
d. Vehicle Registration Log	Maintain Permanently
e. Keycard Badge Ledger	Maintain Permanently
f. Security Activity Report (AC Form 1600.37)	Submit Monthly
g. Parking/Traffic Notice of Violation (AC Form 1600.1)	Maintain Completed and Pending Notices, and Furnish Monthly Summary Reports
h. Visitor Register (FAA Form 1600.8)	Submit Monthly and Maintain for Two Years
i. Property Removal Record (FAA Form 4650.2)	Submit Monthly to AML-10
j. Training Report	Submit Monthly
k. After Hours Check Report	Submit Monthly
l. Personnel Status Report containing (1) Name of Security Guard (2) Expiration Date of Medical Examination (3) Expiration Date of Firearm Qualification (4) Expiration Date of First Aid Qualification (5) Expiration Date of CPR Qualification (6) Expiration Date of Commission/Deputization	Submit Monthly
m. Permanent and Temporary Handicapped Parking Requests and Assignments	Submit Weekly and Maintain Permanently
n. Drug Free Certification	Submit Annually
o. Motor vehicle count coming onto the MMAC	Submit Daily
p. Security Duty Roster	Submit Daily

The Contractor shall keep two picture folders of current security guard personnel updated at all

times. One folder shall be provided to the COR and the other folder will be located in the Project Manager's office. In addition, a picture folder of terminated security guard personnel, located in the SSE office shall be updated and kept current by the Contractor.

The Project Manager shall develop, write, and keep updated specific guidelines, general orders, special orders, and temporary orders for each patrol unit and/or guard position and submit to the CO and/or COR by November 1, of each year. Such documents shall be amended, corrected, or changed as deemed necessary by the COR.

C.3.13 Recall System

The Contractor shall provide an employee recall system with the capability of contacting and recalling off duty personnel up to four (4) per shift. Personnel shall be on-site within one (1) hour of the Contractor's receipt of the COR recall authorization. Situations which may result in recalls include riots, civil disturbances, or other large gatherings of people where, in the opinion of the COR/FSC/SSE, a threat exists to life and property.

C.3.14 Contract Guard Requirements and Qualifications

The Contract guards shall be armed, organized, trained, and equipped to perform functions in support of the FAA Facility Security Management Program for the protection of personnel, assets, and facilities. The authority of guards varies in accordance with the location and ownership of the facility concerned and applicable local, state, and federal laws. The following basic qualifications shall apply to all individuals employed or being considered for employment as a guard under this contract.

C.3.15 Citizenship

The Contractor shall utilize, without exception, United States citizens for the performance of this contract. The Contractor shall be wholly United States owned and operated.

C.3.16 Personal Traits

The Contractor shall ensure guards assigned to duties under this contract will be expected to:

1. Exercise good judgment.
2. Interact with people in a positive manner.
3. Maintain a high level of performance.
4. Input security related data in security computer systems.

C.3.17 Education Experience

Guard personnel shall, as a minimum, possess a high school education diploma or General Equivalency Diploma (GED) certificate, have two (2) years of experience for armed guards and one (1) year of experience for unarmed guards, demonstrating the ability to: ***07/08/02***

1. *Meet and deal with the general public.*
2. *Read, understand, and apply printed rules, detailed orders, instructions and training material.*
3. *Construct and write clear, concise, accurate and detailed reports.*
4. *Maintain poise and self-control under stress.*

C.3.18 Writing and Communication Skills

The Contractor shall certify in writing to the CO/COTR that each guard is fluent in speaking, reading, writing, and understanding written reports, orders, guidelines, and instructions in English and is able to write official reports in English that are grammatically correct and technically accurate.

C.3.19 Physical Exam/Drug Test

The Contractor shall ensure that each guard receives a physical examination and drug test. Each test shall be completed 30 days prior to any guard assuming duties under this contract.

The Contractor drug testing shall certify in writing to the CO/COTR prior to any guard assuming duties under this contract, and every year thereafter, positive evidence that the guard has passed a mandatory drug test, examined by a licensed medical doctor, and determined to be physically fit to perform the normal duty functions of a guard. In addition to the requirements stated herein, the examination shall cover, as a minimum, the following:

1. An evaluation as to whether the individual is in good general health, without any physical defects or abnormalities which would interfere with job performance.
2. A determination that the individual is free of any communicable disease.
3. A determination that the individual possesses binocular vision correctable to 20/30 (Snellen) and is not color blind.
4. A test of hearing capability to determine if the individual is able to hear normal conversation at 20 feet and whispered conversation at 10 feet without the benefit of a hearing aid.
5. Inoculation for immunizations to include Hepatitis A and B.

(NOTE: If state or local medical qualification standards for security officers are more stringent than those indicated above, the state and local standards shall apply.)

C.3.20 Physical Fitness Report

Before assuming duties, the Contractor shall certify in writing to the CO/COTR, each guard has been medically examined and determined to satisfactorily meet the medical qualification requirements. These requirements shall apply to both the initial medical certification prior to beginning employment and for required annual medical certifications, thereafter. The certification shall be submitted to the CO /COTR no less than 15 days prior to beginning on duty. The results of a mandatory drug test/screening test shall be part of the annual physical fitness report.

C.3.21 Age Qualifications

The Contractor shall ensure that at the time of employment, each guard is at least 21 years of age.

C.3.22 Physical Condition

The Contractor shall ensure that each guard shall be in good physical condition, be able to protect themselves and others, and withstand sudden emotional stress and physical exertion in apprehension of suspects and violators. Pursuit may be on foot, requiring running, jumping, climbing, and/or crawling, followed by physical contact to overpower the violator, as necessary.

C.3.23 Other Physical Requirements

The Contractor shall ensure that an individual who has been incapacitated due to serious illness, injury, disease, or surgery/operation, which could interfere with the effective performance of assigned duties shall, prior to resumption of such duties, provide medical evidence of recovery and ability to perform.

C.3.24 Medications (Prescribed, Non-Prescribed, Intoxicants)

The Contractor shall ensure that no Contract Guard or Contractor employee will possess, sell, consume, or be under the influence of medications, intoxicants, drugs, or substances, which produce similar intoxicating effects while on duty. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply.

The Contractor shall comply with 14 Code of Federal Regulation, Part 91, Section 17, Alcohol or Drugs.

C.3.25 Random Drug and Alcohol Testing

Contractor shall conduct random drug and alcohol testing on all guards working on this contract, and submit results to the CO and COTR.

C.3.26 Standards of Conduct

The Contractor shall maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and for taking such disciplinary action against employees as necessary. Each Contractor employee is expected to adhere to standards of conduct that reflect credit upon themselves, their employer, the FAA, and the Federal Government. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract for failure to comply with the standards of conduct. The Contractor shall initiate immediate action to replace such an employee to maintain continuity of services at no additional cost to the Government.

C.3.27 Disorderly Conduct

Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words, actions, or fighting shall not be condoned. Also included is participation in disruptive activities, which interfere with normal and efficient Government operations. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply with the Disorderly Conduct clause.

C.3.28 Neglect of Duties

The Contractor's neglect of duties shall not be condoned. This includes, but is not limited to, sleeping on duty, intoxication, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours, and refusing to render assistance or cooperate in upholding the integrity of the work site security. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract.

C.3.29 Bonds

The Contractor shall provide all official bonds required, and pay all fees or costs involved or related to the authorization for the arming of all employees engaged in providing services specified under this contract.

C.3.30 State and Local Licenses

The Contractor shall ensure all Contractor guard personnel are licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.3.31 Authority and Jurisdiction

The authority of Contractor personnel to detain and/or make arrests shall be that of private citizens as defined by the laws of the state(s) in which performance takes place; and each member of the guard force shall be under a duty by virtue of his/her employment under this contract to exercise that authority in the manner directed by this contract, including the Guard

Manual. The guard force shall be familiar with and comply with the limits of the jurisdiction defined in the Guard Manual.

C.3.32 Records and Reports

The Contractor shall maintain records and prepare reports as set forth in section C.3.12, Data and/or Reports. A copy of all reports shall be maintained on-site and available for inspection by the Government at all times.

C.3.33 Investigations

Periodically, the Contractor may be required to make written and oral statements to the Servicing Security Element, the Federal Bureau of Investigation, or other agencies due to the nature of a particular incident. Any written statements provided shall be considered a report under the terms of the contract.

C.3.34 Criminal Actions

Contractor employees may be subject to criminal actions as defined by Title 18 United States Code and any other applicable law. These include, but are not limited to:

1. Falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records.

2. Unauthorized use of Government property, theft, vandalism, or immoral conduct.

3. Unethical or improper use of official authority or credentials.

4. Misuse of weapons.

5. Security violations.

C.3.35 Daily Work Schedule

The Contractor shall provide a daily work schedule, which indicates specific hours of the day that each post will be staffed, the guard's name and the number of personnel per post. Other known requirements, such as scheduled escort services, scheduled courier services, and scheduled fire/evacuation drills shall also be shown on the schedule. The Contractor shall submit this work schedule to the COTR daily prior to the beginning of each day. COTR shall be notified of any changes to the daily work schedule.

C.3.36 Contractor Pre-Employment Investigation

The Contractor shall be required to certify in writing to the CO that each guard has successfully passed a pre-employment suitability investigation in accordance with *FAA Order 1600.69A, FAA Facility Security Management Program,* before the guard is assigned to the FAA facility.

The Contractor shall be required to conduct or have conducted a suitability investigation for each individual. The investigation shall include the following:

1. Search of police files in the area of residence.
2. Inquiries of former employers for a period of 5 years.
3. Information that may reflect on the suitability of the guard to perform security duties under this contract.

The Contractor shall provide the results of the investigative reports for each guard to the CO not later than 10 days prior to beginning duty.

C.3.37 Personnel and Industrial Security Requirements

All guard Contractor personnel shall be subject to a personnel security investigation. The Contractor shall submit completed applications for this background investigation to the CO not later than 10 days prior to beginning duty as a FAA contract guard. FAA Order 1600.1 Personnel Security Program, Appendix 9, Investigating Contractor Employees, provides FAA policy relating to personnel and industrial security requirements.

In order to protect the security interests of the government, and those transportation industry activities releasing proprietary information to the FAA, all Contractor employees assigned to perform service under this contract will, as a minimum, be the subject of a favorably adjudicated personnel security investigation.

Investigations will be accomplished through the FAA at no cost to the Contractor. The CO shall obtain an original Standard Form 85P, Questionnaire for Public Trust Positions, and one Standard Form FD-258, Fingerprint Cards, for each required check. The Contractor employee must date and sign both copies of the Standard Form 85P. The completed forms are submitted to the SSE at least 10 days prior to reporting for duty. The CO shall maintain copies of the guards facility clearance and investigations on file.

C.3.38 Employment of Government Personnel

The Contractor shall not hire off-duty Government employees whose employment would result in a conflict with Office of Personnel Management (OPM), Department of Transportation (DOT)/FAA Regulations, and any other Federal Code.

C.3.39 Convictions

C.3.39.1 Felony Convictions

The Contractor employee shall have no felony convictions and no convictions that reflect on the individual's suitability. Requirements for this contract may fall under other FAA Regulations

prohibiting employment. Where contracts require access to airport operations areas the Contractor will comply with the Federal Aviation Regulation, part 107.

C.3.39.2 Misdemeanor Convictions

The Contractor shall ensure that all armed and unarmed guards working on this contract are in compliance with the Lautenberg Amendment. ***07/08/02***

C.4 Government-Furnished Property and Services

The Government will provide, without cost to the Contractor, the property and services indicated below. The Government-furnished property and services provided as part of this contract shall be used by the Contractor only to perform services under the terms of this contract.

C.4.1 Equipment and Installed Property

The Contractor will obtain from the Government the equipment and installed property identified in Technical Exhibit Three. The GFE shall not be removed from the MMAC without prior written consent from the COR. GFE shall be managed and accounted for in accordance with the Government property clause of this contract.

C.4.2 Facilities

The Contractor shall utilize the office, dispatch, and Pass & ID office space in the Headquarters Building, guard stations at FAALC Gate 20, entrances to the MMAC, and TRW entrance. No alteration to the facilities shall be made by the Contractor without specific written permission from the COR.

C.4.3 Government-Furnished Material

The Contractor will be furnished materials to perform the services identified in this SOW as identified in Technical Exhibit Three. These materials shall be jointly inventoried at the start of the phase-in period by the Contractor and Government representative.

C.4.4 Other Government-Furnished Documents and Forms

Government forms, regulations, directives, and computer paper will be furnished to the Contractor. Initial supply of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements, and submit them to the COR.

C.4.5 Property Control Procedures

The Contractor shall conform to the requirements of FAR Part 45.5 concerning management of Government-furnished property. The Contractor is directly responsible and accountable for all Government property in his possession during performance of this contract. Adequate property control records must be maintained by the Contractor's property control manager. The Contractor shall prepare and submit draft property control procedures to the COR within 30 days after award of the contract. These procedures must be approved by the COR pursuant to the terms of the contract.

C.4.6 Initial Government-Furnished Property Inventory

Not later than 30 working days prior to start of the performance period, the Contractor and a Government representative shall conduct a joint inventory for Government-furnished property addressed in Technical Exhibit Three. The Contractor shall provide a receipt for property provided by the Government. The Contractor and Government representative shall jointly determine the working order and condition of the equipment. Items of property missing or not in working order shall be reported to the COR immediately upon completion of the initial inventory. The Government will replace or repair any missing or defective Government-furnished property necessary for accomplishment of services required by the SOW. The COR will provide disposition instructions for items beyond repair. The Contractor and COR shall certify their agreement on working order and discrepancies in a written report. If the Contractor does not participate in the inventory, the Contractor must accept, as accurate, the listing and stated condition of equipment provided by the Government.

C.4.7 Annual Inventory

The Contractor shall inventory all material and equipment, identified in Technical Exhibit Three, at least once each year during the second quarter of the fiscal year. Since the FAA Property Administrator will normally participate in the inventories, the Contractor shall coordinate with the COR and/or FAA Property Administrator before taking an inventory. Throughout the performance period, the Contractor shall ensure that the equipment inventory listing is current, complete, and accurate.

C.4.8 Phase-Out Inventory of Government-Furnished Property

At completion of the performance period, a joint inventory of property shall be conducted by the Contractor and Government representative. The Contractor shall be liable for loss or damage to Government-furnished property beyond fair wear and tear in accordance with the clause of the contract entitled "Government-furnished Property". Compensation for replacement of lost property or property damaged beyond fair wear and tear shall be affected either by withholding amount owed to the Contractor or by direct payment by the Contractor; the method of compensation will be determined by the CO and/or COR. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost for repair, provided such amount does not exceed the replacement cost of equipment. For items lost or damaged beyond economical repair, the amount of Contractor's liability shall be the depreciated replacement value of the item. Determinations of economical repair and replacement values shall be provided by the CO and or COR. Any failure of the Contractor to agree with such determination shall be treated as a dispute over a question of fact pursuant to the contract clause entitled "Disputes".

C.4.9 Disposition of Property

When property is determined, by joint agreement between the Contractor and COR, to be beyond economical repair or becomes obsolete, the property will be returned to the Government in its entirety. Upon completion of the performance period, remaining Government property shall be returned to the Government.

C.4.10 Obtaining Additional Government-Furnished Equipment

The Contractor shall submit requests for additional Government-furnished equipment required in the performance of the contract. The Contractor shall submit such requests in writing to the COR.

C.4.11 Equipment Repair

The Contractor shall be liable for loss or damage to Government-furnished equipment beyond fair wear and tear in accordance with the terms of the contract. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost of repair. Failure of the parties to agree on repair costs shall be treated as a dispute under the "Disputes" clause of the contract.

C.4.12 Replacement of Equipment

The Government may replace, as required, GFE when due to fair wear and tear, and it is no longer usable for its intended purpose. The Contractor shall submit requests for replacement of GFE required for the performance of the SOW to the COR.

C.4.13 Unused Government-Furnished Equipment

The Contractor and the COR shall jointly inventory all GFE after 120 days from the phase-in period to identify all GFE not required for performance of the SOW. The Contractor shall release all unused GFE identified to the COR.

C.4.14 Damage Reports

In all instances where Government property or equipment are damaged by Contractor's employee, the Contractor shall provide a verbal report to the COR within 4-hours of occurrence. A complete typed original report shall be delivered to the COR within 24-hours of occurrence, explaining the circumstances of the accident and the extent of damage. Liability for loss or damage and cost for repair or replacement of Government property shall be governed by the terms of the contract.

C.4.15 Services

The Government will furnish the following services at no cost to the Contractor except as otherwise stated.

C.4.16 Utilities

Utilities (electricity, water, sewer, air conditioning and heat) shall be furnished to the Contractor without charge from existing outlets and supplies.

C.4.17 Telephone Services

The Government will provide existing local telephone services and telephone equipment to Contractor personnel necessary to accomplish work identified in this SOW. The Contractor shall use Government provided telephone service only for official Government business. The Government telephone service shall not be used for personal other business not related to this contract. Contractor personnel shall not relocate Government-furnished telephone equipment or in any way tamper with the telephone distribution system. The Contractor shall notify the COR when relocation, maintenance, or repair of telephones is required.

C.4.18 Real Property Maintenance

The Government will provide maintenance and repair of real property facilities.

C.4.19 Center Services

The Government will provide fire prevention and protection, inspection and maintenance of Government-furnished fire extinguishers and systems, pest control and janitorial services.

Government forms, regulations, directives, and computer paper will be furnished by the Government. Initial supplies of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements and submit them to the COR.

C.5 Contractor Furnished Property

The contract requires that the Contractor shall provide employees all necessary equipment to perform their duties in a competent, capable, and efficient manner.

The Contractor shall make the following typical equipment available to guard personnel to perform normal functions: firearms, first aid kits, and high power flashlights, key control containers, and such other items as the FAA may deem necessary.

C.5.1 Firearms Equipment Requirements

Minimum firearms requirements include the following:

1. Only upon successful completion of the required firearms qualifications and compliance with certification requirements shall a firearm, by serial number, be furnished by the Contractor to each guard and supervisor for duty use at FAA facility. Only the weapon with which the guard has qualified shall be used. Personal weapons shall not be used.

2. Firearms shall only be a .38 caliber, 4" barrel, and standard police service type revolver. Other types of weapons loaded with .38 caliber ammunition will not be acceptable as a substitute. Firearms shall be of U.S. manufacture only.

3. Firearms maintenance shall be performed on a weekly basis or more frequently, if weather conditions require, to ensure optimum operating condition. The Contractor shall provide all needed cleaning supplies for this function.

4. Modifications to issued firearms are not permitted with the exception of handgrips and sights. Qualification must be performed with the alteration in place and not simply removed and added before and after each qualification.

5. The Contractor shall provide a list of serial numbers of firearms to be used or stored on the premises to the COTR prior to the performance date. This list shall be kept current.

6. The Contractor shall provide ammunition for authorized firearms. Each guard, entering on duty, including the on-site supervisor(s), shall be issued twelve (12) rounds of .38 caliber 125-grain hollow point ammunition. Six (6) rounds shall be used as a firearm load with six (6) rounds carried in a cartridge case. Ammunition shall be inspected and cleaned daily to ensure its safe and effective use. Ammunition shall be of U.S. manufacture only.

7. The Contractor shall provide 100 rounds of .38 caliber ammunition stored on site in an approved General Services Administration (GSA) container acceptable for storage and available to guards to accommodate emergencies and in the event additional services are ordered.

C.5.2 Uniforms

The Contractor shall furnish all security guard personnel (full and part-time) with appropriate uniforms including insignia of rank. All Contractor's personnel shall be in full and proper uniform while on duty. Each uniform shall consist of the following items and be in the weight indicated to the maximum extent possible, considering geographical and climatic conditions. The uniforms color(s) shall be the same as that in general use by large guard or police organizations in the United States. However, it must be distinctive, conservative, and maintain uniformity of appearance. Shoulder patches with Contractor identification and not larger than 4 ½ inches by 4 ½ inches shall be worn on the uniform's left shoulder. No other Contractor identification is to be worn or displayed on the uniform. Appropriate style and design of these items shall be provided for both male and female security guard personnel. The CO or COR shall have final approval as to acceptance or non-acceptance of the uniforms.

1. Winter Parka with removable hood or duty coat (1)-each
2. Lightweight jacket (bomber style) (1)-each
3. Trousers, un-cuffed, 6 to 9 oz 65% polyester and 35% cotton *
4. Cap, winter/summer regulation police or other acceptable to the COR;
5. Raincoat, nylon coated (jacket/overall with hood) (1-each)
6. Overshoes (1-pair);
7. Gloves, black leather and lined (1-pair);
8. Belt, Sam Brown, with holster, nylon web (1-each);
9. Safety vest (bright fluorescent orange) Title (Security) (12-total);
10. Shirts, poplin, long sleeve for winter and short sleeve for summer.
11. Neckties clip on type (3-each)
12. Security Guard badges with individual serial numbers, which identifies all personnel as Contractor's security guard personnel (1-each for hat, shirt, and coat).
13. *Subzero clothing (jacket/overall with hood) (color black) (7–total);* ***11/16/01***
14. Peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon web case (1-set each); ***1/02/01***
15. *Work boots and/or shoes – (color black) not to exceed $75.00 per year* ***11/16/01***
16. *Subzero clothing (Insulated Overalls) - (color black) (10-total)* ***11/16/01***

* Full time employees shall have 5 each of shirts/pants and part time employees shall have 3 each shirts/pants.

Each security guard shall furnish and wear compatible shined shoes and dark socks with the above uniform. Uniforms shall be kept in clean, pressed, and un-tattered condition. Contractor shall furnish additional uniform to keep the security guard force in professional looking appearance at all times. All guard personnel will wear prescribed uniforms. Deviations are not acceptable other than may be necessary in the interest of health and safety. High standards of personal appearance will be maintained at all times.

Female security guard personnel working the 7:00 a.m. through 4:30 p.m. shift(s), in the Identification Processing Office, may with the concurrence of the on-site Project Manager and COR, wear an appropriate style and color uniform skirt in lieu of trousers.

C.5.3 Vehicles

The Contractor shall provide all vehicles necessary for the performance of this contract. All vehicles shall be kept in a safe fully operable condition at all times with a valid state safety inspection sticker from the State of Oklahoma. All fuel, oil, lubricants, and maintenance shall be provided by the Contractor. All vehicles shall be identically painted in a white color. All vehicles shall be clearly marked (front, rear, and both sides) with distinctive insignia containing the word "SECURITY" in letters at least four inches in height, in a black color. Each vehicle shall have a handheld or fixed search light with a minimum of 100,000 candlepower, and a public address system. *The Contractor shall furnish thirteen (13) security patrol vehicles with two being a four-wheel drive full size pick-ups suitable for use on streets and highways.* Scooters, electric carts and/or other such motorized vehicles are not acceptable. The vehicles shall be approved by the COR and shall be equipped with the following: ***07/08/02***

1. Emergency light bar consisting of green flashing emergency beacon and rear facing amber flashing lights;
2. Side mounted spotlight;
3. Traffic emergency kit;
4. First Aid Kit;
5. Patrol vehicle identification signs/markings meeting requirements of FAA and Oklahoma City Police Department on both sides and rear of vehicle;
6. Style and color of patrol vehicles shall meet Oklahoma City Police Department requirements.

In the event one of the patrol vehicles are not available for use for any reason, a back-up patrol vehicle(s) shall be furnished by the Contractor and used until primary vehicle is back in service. Any back-up vehicle shall be equipped with, at minimum, an emergency flashing light and magnetic signs on the sides identifying the vehicles as security patrol vehicles. Back-up vehicles shall be the same type as the Contractor furnished patrol vehicles.

C.5.4 Property

Contractor furnished vehicles and equipment shall be identified as Contractor property. All Contractor furnished vehicles and equipment shall be in an operable condition and meet all local, State, and Federal safety requirements. Vehicles and equipment identified as not meeting the above safety requirements, by inspection of the COR, shall be removed from service within one hour of notification and repaired or replaced at Contractor's expense. Except for **minor** on-site repairs, the Contractor shall remove from MMAC, within 24-hours, any vehicle which becomes inoperative or which breaks down during operation.

C.5.5 Preventative Maintenance Program for Contractor Vehicles

Contractor vehicles shall have a written and approved Preventative Maintenance program established for each vehicle on site for review by the COR. Mileage for Contractor vehicles may not exceed 80,000 miles per vehicle without written authorization by the COR. *The Contractor shall furnish thirteen (13) vehicles with two (2) being four-wheel drive full size pick-*

C.5.6 Administrative Supplies

The Contractor shall provide all day to day administrative supplies (i.e. pens, paper, folder(s), binder(s), etc.) required for compliance with the requirements of this contract.

C.5.7 Copier Equipment and Supplies

The Contractor shall provide all necessary reproduction/copying equipment and supplies required for compliance with the requirements of this contract.

C.5.8 Fuels

The Contractor shall be responsible for furnishing vehicle fuels for Contractor owned vehicles.

C.5.9 Permits

The Contractor shall, at no additional cost to the Government, obtain all appointments, licenses and permits required for security guard services IAW. the SOW and for complying with all applicable local, State, and Federal laws. The above requirements shall be provided to the CO at the start of the phase-in period, and shall be kept current through the completion of the contract.

C.5.10 Pager/Cell Phone

The Contractor shall be responsible for providing a pager and cell phone for the Project Manager.

C.6 Firearms Requirements

The Contractor shall ensure that guards shall not be issued firearms until they have been properly trained in their use and handling and there is documentation certifying their training and qualification. Contractor personnel may not carry or use chemical irritants.

C.6.1 Firearms Proficiency Training and Qualification

The Contractor shall ensure that each guard required to carry a weapon shall be trained and qualified to meet the minimum standards specified in *FAA Order 1600.69A, FAA Security Management Program,* Appendix 13, including initial training and qualification, quarterly sustainment training, and annual re-qualification. The Contractor shall ensure that no guard shall bear a firearm on the facility or be assigned to an armed post until a written certification of qualification has been provided to the CO/COTR, and the guard has successfully completed training in the use of deadly force. The FAA reserves the right to witness firearms qualifications. The Contractor shall notify the COTR/FSC 15 days prior to scheduled qualification.

C.6.2 Possession of Privately Owned Firearms in or on FAA-Owned or Leased Property

The Contractor shall ensure that all guards while in or on FAA-owned, FAA-leased, or GSA-leased property, including vehicles, shall comply with the following:

1. No person shall carry or have in their possession, including their personal vehicle, firearms, or other weapons unless authorized by the FAA to do so in connection with his/her FAA official duties.

2. Guard personnel shall not carry or have in their possession firearms or other weapons except those specifically authorized in the FAA contract.

3. Firearms owned by the Contractor can be stored on FAA owned/leased property with the authority of the SSE in an approved storage container.

C.6.3 Reporting of Firearm Discharge

The Contractor shall ensure that all incidents involving the discharge of a firearm by a FAA employee or by guard personnel will be reported to the FSC/SSE/COTR

C.6.4 Individual Responsibility for use of Firearms

The guard personnel authorized to carry a firearm on FAA property are fully liable and responsible for actions taken involving the use of the firearm.

Procedures to be followed by the Individual:

Guard personnel responsible for the discharge of a firearm shall immediately notify his/her supervisor of the incident and the circumstances relating thereto.

1. The report shall include any injury or fatality which may have resulted from the use of the firearm, including injuries resulting from accidental discharges.

2. In the event that the individual responsible is not able to initiate reporting action, it shall be the responsibility of his/her supervisor to make the report.

C.6.5 Incident Reporting for Discharge of Firearms

The Contractor shall submit a written report to the FSC/SSE/COTR at any time a firearm is discharged for any reason, whether intentionally or accidentally. This reporting requirement is mandatory regardless of whether or not personal injury resulted from the discharge.

C.6.6 Firearms Qualification Requirements

Firearms qualification shall, at a minimum, occur annually and within 12 months of the previous qualification. Qualification shall be with the identical firearm (by serial number) that will be used during regular tour of duty.

1. Range qualification shall be accomplished on a recognized law enforcement or other approved range under the supervision of a certified firearms instructor. The minimum passing score shall be 210 points out of a possible 300.

2. Each qualifier shall both wear and use the duty gear that is assigned for daily use. This is to specifically include the holster and reloading devices or aides (e.g. speed loaders).

3. The "course of fire" shall be the same as the GSA/Federal Protective Service (FPS) qualification course, Federal Law Enforcement Training Center Practical Pistol Course described in Figure A13-1, FAA Contract Guard Firearms Qualification Course of Fire.

C.6.7 Guard Certification

Guard certification shall be in writing and must specifically identify by name each guard who:

1. Has successfully completed firearms qualification within the preceding 12 months, list the score attained, the model and serial number of the qualifying weapon, and the date of qualification.

2. Has fully and successfully complied with **all** training requirements in the Facility Guard Manual.

The Contractors shall **not** issue a firearm to their employees until the Contractor has certified in writing to the CO that the individual has successfully completed the firearms qualification and training requirements as required.

C.6.8 Prohibited Actions

Guard personnel employed by the FAA are governed by the policies and procedures as established.

Personnel duly authorized to possess or carry firearms in the performance of their duties, law enforcement, or security activities shall use only such force as is necessary to overcome any opposing force or threat by rendering the person(s) incapable of continuing the activity which prompted the use of such force or weapon.

Deadly force is authorized only when the guard has cause to believe that another person poses an imminent threat of death or serious bodily injury to the guard or others.

A firearm shall only be drawn when it is intended to be used in the protection of life.

Firing at a fleeing person is not justified.

Firing from a moving vehicle or at a fleeing motor vehicle is prohibited.

Firing warning shots is prohibited.

C.6.9 Required Actions

Contractor weapons and ammunition shall be surrendered to the COTR/FSC/SSE upon request for examination of serviceability.

C.6.10 Failure to Comply with Certification Requirements

Contractor employees *that are required to be armed and* who fail annual certification requirements or do not comply with certification requirements shall be immediately removed from official FAA duty and **not be authorized** to carry a firearm until they again successfully meet all certification requirements. The Contractor shall provide certification documentation to that effect and it is accepted by the COTR. ***07/08/02***

C.7 Training

C.7.1 General Training

The Contractor shall certify in writing to the CO/COTR that all guards assigned duties at FAA facilities have successfully met all state and local security officer training requirements prior to assignment to a position under this contract. In addition, guards shall have successfully completed facility and other training specified by this contract and any other training deemed necessary by the COTR, and FAA Order 1600.69A, FAA Facility Security Management Program. If there is no state or local mandated training, all guards shall be initially trained, at a minimum, in the following categories:

1. Care of Firearms. Guard personnel will comply with all firearms certification and proficiency training requirements in accordance with Appendix 13 of FAA Order 1600.69A, FAA Facility Security Management Program *(armed guards only)*. ***07/08/02***

2. Use of Firearms. Firearms will be used only in extreme emergencies requiring the protection of life and then only in accordance with Appendix 13 of FAA Order 1600.69A, FAA Facility Security Management Program *(armed guards only)*. ***07/08/02***

3. Jurisdiction and Authority. Training sessions shall include descriptions of the guard responsibilities and authority with respect to apprehension, search, seizure, and use of deadly force.

4. First Aid. Demonstrate proficiency in first aid and cardio-pulmonary resuscitation (CPR).

5. Emergency Responsibilities. Demonstrate proficiency in the use of emergency equipment such as fire extinguishers and water hoses.

6. Operational Instructions. Demonstrate knowledge of the facility's layout, particularly stairways, fire doors, pipelines, sprinkler systems, sprinkler control valves and fire hoses, fire extinguishers and fire alarm systems, general, special, and temporary orders, facility security plan (FSP), and the guard manual.

7. Security and Contingency Situations. Recognize and appropriately react to emergency situations involving work place violence, bomb threats, sabotage, terrorism, hostage situations, and other criminal activity.

8. Safety. Demonstrate general knowledge of the safety requirements for the facility with special emphasis on any volatile materials stored within the confines of the facility.

9. Facility Access Control Procedures. Demonstrate knowledge of facility guidelines and procedures for personnel and vehicle access control.

10. Communications. Demonstrate the proper use of primary, alternative, and emergency communications equipment.

11. Reports. Demonstrate adequate report writing skills associated with guard operations.

C.7.2 Training Plan

Within fifteen (15) calendar days after contract award, the Contractor shall submit a proposed training plan in accordance with *FAA Order 1600.69A, Facility Security Management Program,* and Appendix 13.

1. Name and location of training facility (ies).

2. If the training facility is not an institute accredited to provide such training, the names, location and qualifications of instructors shall be approved prior to any instructions by the SSE.

3. Dates/Times training courses are to be presented.

The Government reserves the right to reject the training plan if it determines that training facilities are inadequate and/or instructors are not qualified to provide such training. If the training plan is rejected, the Contractor shall submit a new training plan within 10 calendar days. Failure to submit an acceptable training plan may be grounds for termination for default of this contract. Revisions to the approved training plan shall be submitted to the Contracting Officer for review/approval within five calendar days of such revision. In the event of personnel turnover, new Contractor employees must complete training under the Contractor's then current training plan. The Government reserves the right to audit all or part of Contractor provided training courses.

C.7.3 Specific Requirements

The Contractor shall be fully responsible for the initial and recurrent training and orientation of all assigned guard personnel. The Project Manager shall maintain a training folder on each employee and shall certify each employee's proficiency in each guard position in addition to certifying on all recurrent training. All new guard personnel shall receive 40 hours on-the-job training in the functions required by this SOW. No employee shall be permitted to assume any guard position without a qualified escort until having demonstrated his proficiency in each position to the Project Manager. The Project Manager shall certify to the COR in writing all new guard personnel qualified to assume each position. Each guard employee shall receive at least eight hours recurrent training per month. Training subjects for each month shall be determined by the Project Manager with the concurrence of the COR. Annual training shall be in accordance with FAA Order 1600.69A, FAA Facility Security Management Program.

Training shall be conducted so as not to interfere with security guard duties and activities as identified in this SOW. The Project Manager shall advise the COR of all training schedules in writing and the COR and/or COTR may attend and observe any training session.

C.7.4 Recurrent Training

Guard personnel shall receive a minimum of eight hours of refresher training annually. A summary of training requirements is included in accordance with FAA Order 1600.69A, Facility Security Management Program, Appendix 13.

C.8 Guard Operations

C.8.1 Guard Orders

Instructions shall be specific to the facility receiving the FAA contract guard services and be in the form of general, special, and/or temporary orders. These orders shall be clear, concise, and fully describe the duties and actions that the guard is to carry out under specified conditions at all individual posts. The COTR will be responsible for ensuring that such orders are developed, maintained, and are current.

1. General Orders. Instructions which concern the guard as a whole and are applicable at all posts and patrols. They will cover such items as performance of contract guard duties and responsibilities in compliance with *FAA Order 1600.69A*, Appendix 13, paragraphs 24 and 25.

2. Special Orders. Instructions which prescribe the responsibilities of a particular post or patrol. Each post or patrol will have special orders issued concerning the location, duties, and hours staffed.

3. Temporary Orders. Instructions which are issued for a short period covering a special or temporary situation.

C.8.2 Contractor Responsibility for the Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Guard Manual and Supervisory Guard Manual to each contract guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees concerning matters of dress, discipline, patrolling, first aid, emergency responsibilities, apprehension of suspects and arrest powers, courtesy, communications and chain of command. The Contractor Guard Manual and Supervisory Guard Manual shall be coordinated with the COTR and the SSE before issuance.

C.8.3 Contractor Guard Manual

The Contractor shall develop and issue a comprehensive Contractor Guard Manual to each guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees. Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Contractor Guard Manual as set forth by "List of Required Records and Reports" clause, in Section F to the FAA for review and approval. Within fifteen (15) calendar days from the date of receipt of FAA approval, the Contractor shall furnish one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Contractor Guard Manual shall be approved by the FAA before issuance and is subject to annual review by the COTR and SSE and updated as required. Any updating

The guard manual shall include, as a minimum, the following topics:

-General company policy, rules and regulations
-Chain of command
-Concepts of facility protection
-Legal aspects of installation protection
-Apprehension of suspects and arrest powers
-Patrol techniques
-Access and traffic control
-Detection of methods of sabotage
-Fire prevention and protection
-Communication
-Report writing
-Handling of safety hazards and bomb threats
-Care and handling of firearms
-First aid
-Wearing of the prescribed uniform
-Standards of conduct and discipline
-Courtesy
-Medical examinations of guards and certification of acceptability
-Physical conditioning
-Data on security of classified information
-Employee's vacation pay if required by the Service Contract Act Wage Determination
-Emergency responsibilities
-Firearms qualification and certification
-Facility telephone notification list
-Facility Occupancy Emergency Plan
-Facility Contingency Plan

A detailed review of the guard manual shall be provided as part of each employee's initial training, and each time the guard manual is modified. No guard shall be assigned to duty unless he/she is thoroughly knowledgeable of and understands the guard manual. The guard manual may be modified to reflect required changes in the Government's guard services policies and procedures.

C.8.4 Incident Reporting

Incident reporting is required in order to identify and assess the loss and damage to FAA property and facilities. It provides essential data that describes the type of incidents associated with a facility and is a key element in the development of the FAA Facility Security Management Program.

The objective of the incident reporting process is to provide a timely and accurate flow of data concerning the nature and frequency of adverse events which occur at FAA facilities. Below is a list of examples of reportable incidents. This list is not all encompassing and is intended to be used as a guide.

Example of Reportable Incidents

Arson	Kidnapping	Stalking
Assault	Larceny	Theft
Bomb Threats	Loss of U.S. Gov. Property	Terrorism
Burglary	Misuse of U.S. Government Property	Vandalism
Car Jacking	Murder	Violence in the Workplace
Civil Disturbance	Rape	Weapons Incidents
Drive-by Shootings	Robbery	
Drug Use	Sabotage	

The written incident report submitted by the supervisor shall contain, as a minimum, the following information:

1. Name and duty assignment of the individual having custody of the firearm.
2. Time of the firearm discharge (date/day/hour).
3. Reason for firing the weapon.
4. Activity in which the individual was engaged when the weapon was fired.
5. Injury, fatalities, or property damage resulting from the discharge.
6. Names of any witnesses having knowledge of the incident

C.9 Work Requirements

C.9.1 Entry Control

The Contractor shall deter unauthorized person(s), property, or vehicles from entering into the area(s) defined in the Facility Guard Manual. All posts shall be controlled during the specified times. During the time periods posts are not staffed, the posts shall be considered part of the perimeter and controlled by the roving patrol.

Authorized personnel or vehicles shall be allowed entry after they have been properly screened. The Contractor shall minimize traffic congestion during peak periods of personnel arrivals/departures in compliance with the Facility Guard Manual.

1. The Contractor shall comply with the Facility Guard Manual regarding issuance of temporary passes and temporary badges to Government employees, authorized visitors, Contractors, vendors, and others. The Contractor shall courteously and promptly process visitors, issue appropriate identification badges to authorized visitors, and record required information. Contractor employees shall provide clear directions to visitors upon request. Vehicle passes shall either be denied or issued after proper screening and validation.

2. Certain private property (e.g., audio and video recording devices, cameras, etc.) is prohibited to the facility.

3. Similarly, the Contractor shall maintain a list of lost items, accept found items, and secure them until they can be transferred to the proper authorities or the FSC for disposition. The Contractor shall be fully responsible for items in his/her possession.

4. In the case of an emergency/incident, all gates shall be closed to inbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification of the Contractor's base station or shift supervisor.

C.9.2 Exit Control

The Contractor shall comply with the Facility Guard Manual regarding detention of persons or property, and shall insure that any person(s) attempting to take Government property off the installation has a valid property pass, as identified in the Facility Guard Manual.

In the case of an emergency/incident all gates shall be closed to outbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification to the Contractor's base station or shift supervisor.

C.9.3 Roving Patrol

The Contractor shall provide personnel for roving patrols as specified in the Facility Guard Manual. All roving patrol guards shall be equipped with communications equipment as specified in the Radio Communications and Radio/Telephonic Communications sections of this SOW, and be capable of making contact with the Contractor's base station and/or shift supervisor within one (1) minute at all times.

The roving patrol function may include both foot and motorized patrols. Roving patrols shall be continuously on the alert for the occurrence of fires, explosions, collapses, and other catastrophes by close and detailed observation of buildings, machinery, vehicles, equipment, other resources, and personnel. Unsafe or potentially unsafe conditions, procedures, or activities shall be identified and promptly corrected, if possible. The Contractor shall restrict admission to the unsafe area to minimize the risk and notify the COTR so that repair or corrective action can be accomplished as soon as possible. In the event of a catastrophe, the Contractor shall immediately summon appropriate response forces and then notify government personnel prescribed by the Facility Guard Manual; assist in minimizing the effects thereof; and assist in restoring the area to a safe condition as soon as possible.

The Contract Guards are required to use a watch clock system or some type of electronic guard tour system which is to be provided by the FAA to serve as a supervisory control and check on the performance of guards.

C.9.4 Perimeter

A check shall be made of the entire facility perimeter to detect unauthorized entry (attempted or actual). Routes and times shall be varied to avoid establishing a set pattern. The guard at a minimum shall check twice (2) per shift.

C.9.5 Building/Equipment Checks

Security checks shall be made twice (2) per shift of all buildings and pieces of equipment identified in the Facility Guard Manual. While such checks are primarily to detect unsecured facilities, the guard shall also immediately report to the appropriate authorities (as specified in the Facility Guard Manual) any fire, flooding, or other condition that could result in damage to buildings/equipment or injuries to personnel.

C.9.6 Execute Colors

The Contractor may be required to raise and lower the United States Flag (and other flags as authorized) at the locations and times indicated in the Facility Guard Manual. No deviations are permitted unless authorized. Verbal authorizations shall be recorded in an incident report.

C.9.7 Traffic, Parking, and Pedestrian Control

The Contractor shall direct traffic, control lights, and issue parking citations as described in the Facility Guard Manual. Tactful and courteous warnings or citations shall be made using the appropriate FAA form to individuals who violate facility-parking regulations. Abandoned vehicles shall be reported promptly in accordance with the Facility Guard Manual.

C.9.8 Deviation from Prescribed Schedules

In the case of emergency conditions requiring immediate attention, the COTR/ FSC may direct the Contractor Guard Supervisor to temporarily divert guards from their normal roving patrol duties to respond to the emergency conditions, at no additional cost to the FAA. Such employees shall return to their normally assigned duties when released from the emergency situation by the designated FAA official.

Except for the emergency conditions described in the Facility Guard Manual, the Contractor shall not divert roving patrol guard from their prescribed schedules without the prior approval of the COTR or FSC. In instances where verbal deviation approval is given by the COTR or FSC, all pertinent facts concerning the deviation shall be recorded in an incident report and forwarded to the COTR/SSE/FSC within three hours from completion of the incident.

Diversions resulting from emergency conditions described in the Facility Guard Manual shall be reported to the COTR/SSE/FSC in an incident report within three hours from the completion of the diversion.

C.9.9 Escort Services

The Contractor will provide escort services for all MMAC Official Business from the Visitor Center and/or Processing Center for visitors not having the appropriate security clearance, for the movement of valuables, explosives, classified material, hazardous material, fuel deliveries, and other items as required at the facility.

One security guard shall normally be provided to escort not more than seven (7) visitors. The guard shall escort vehicle(s) as directed to their designated destination to be signed for and "handed off" to the person expecting the visitor. ***07/08/02***

C.9.10 Complaints/Threats

The Contractor shall record complaints from any person concerning security, safety, or law enforcement within the Government's jurisdiction. Such complaints shall be promptly reported to the COTR/FSC for resolution and disposition. The Contractor shall endeavor to deter crimes against persons without waiting for a specific complaint, while immediately notifying the appropriate authorities. Response to bomb threats shall be in accordance with the Facility Guard Manual.

C.9.11 Traffic Accidents

The Contractor shall immediately notify the police of accidents, and shall assist, as required, in redirecting traffic, placing warning flares, and other safety protective actions identified in the Facility Guard Manual.

C.9.12 Gate/Building Openings

The Contractor shall open and close gate(s) and building(s) within the time parameters as specified in the Facility Guard Manual. The Contractor shall maintain a record of all nonscheduled gate/building openings and/or closings.

C.9.13 Key/Combination Control

The Contractor shall receive, secure, issue, and account for all keys/access cards or combinations issued for access to buildings, offices, equipment, gates, etc. for the purposes of this contract. Prior to starting work, the Contractor shall sign a receipt for all keys/combinations issued by the Government. The Contractor shall maintain records which show how many keys are in existence, in whose possession, and who has knowledge of and/or access to combinations. These records shall be made available to the COTR, FSC, SSE or any other Government Investigative Authority upon request. Keys shall not be duplicated.

C.9.14 Loss of Keys

Loss of either key(s) or access card(s) shall be reported to the COR within one hour of discovery of the loss.

C.9.15 Use of Keys

Keys/access cards issued by the Government shall be used only by authorized Contractor employees. The Contractor shall prohibit the opening of secured areas to persons other than employees engaged in the performance of assigned work.

C.10 Quality Control

The Contractor is solely responsible for the quality of services provided. The Contractor is also liable for Contractor employee negligence, and any fraud, waste or abuse. The Contractor's Quality and Internal Control System shall ensure that security guard services are completed in accordance with acceptable principles of internal control, with applicable Government regulations and instructions, and meet specified acceptable levels of quality. The operation of the Quality and Internal Control Program must be described in a written plan. One copy of the Contractor's final Quality and Internal Control Plan shall be submitted to the COR within 15 days prior to the phase-in period. An updated copy must be provided to the COR as changes occur.

At a minimum, the Contractor's Quality and Internal Control Plan shall include:

- An internal quality control and inspection system for required security guard services specified in the SOW.
- The specific person(s), job title(s) and organizational position(s) of the individuals who will conduct the inspections.
- A method to identify deficiencies in services that may occur.
- Procedures to correct any deficiencies in services that may occur.
- A file of information regarding inspection and other quality and internal control actions that document the purpose of the inspection, the results of the inspection, and any corrective action taken as the result of the inspection. Upon request, this file shall be made available to the COR during the period of performance. The plan must be maintained and revised as necessary throughout the term of the contract. In the event of any changes to the Quality and Internal Control Plan, a revised copy of the plan must be provided to the COR within five working days prior to the effective date of the change.

C.10.1 Quality Assurance

The Government will monitor the Contractor's performance using, at a minimum, the quality assurance inspection procedures specified in the Performance Requirements Summary, Technical Exhibit One. The Government reserves the right to review services to be provided under the contract to determine conformance with performance and technical requirements.

C.10.2 Performance Evaluation Meetings

The Contractor's Project Manager shall meet with the CO and COR weekly during the first 3 months of contract operations. Meetings shall be held thereafter as determined necessary by the COR. Mutual effort will be made to resolve any and all problems identified. Written minutes of these meetings shall be prepared and signed by the CO, COR, and Contractor, or their designated representative, as appropriate. The Project Manager shall meet as necessary with Government personnel designated by the CO to discuss immediate issues and/or problems.

MANDATORY ORDER AND DIRECTIVES
TECHNICAL EXHIBIT ONE

1. AC Order 1600.18F; Parking and Traffic at the Mike Monroney Aeronautical Center

2. AC Order 1600.21F; Mike Monroney Aeronautical Center Physical Security Handbook

3. FAA Order 1600.25D; FAA Identification Media, Official Credentials, Passports, and Vehicle Identification Media

4. FAA Order 1600.69A; FAA Facility Security Management Program (Portions Furnished as determined necessary by the COR)

5. AC Order 1900.12B; Aeronautical Center Emergency Operations Plan

6. AC Order 3940.1C; Procedures for Handling Injury, Illness, or Fire at the Mike Monroney Aeronautical Center

7. FAA Order 5200.7; Training for Drivers in an Airport Operations Area

8. FAA Order 1600.1D, Personnel Security Program

9. FAA Order 1600.2D, Safeguarding Controls and Procedures for Classified National Security Information and Sensitive Unclassified Information

10. FAA Order 1280.1A, Protecting Privacy of Information About Individuals

GOVERNMENT FURNISHED MATERIALS AND PROPERTY
TECHNICAL EXHIBIT TWO

OFFICE SUPPLIES:

Materials for Computer Identification Media

Hand Cleaner

Finger-Print Pads

Finger-Print Card Holders

Laminator Pouches for Identification Cards

Strap Clips for Identification Cards

Blank Access Key Cards

Best Cores

Best Keys Cut and Blank

Video Cassettes

Simplex Paper Ribbon

Computer Paper *

Printer Ribbon *

Typewriter Ribbon *

3.5 Inch Diskettes *

* For government furnished computers and equipment

FORMS AND BADGES:

AC Form 1600.1 Parking/Traffic Citation

AC Form 1600.5 Report of Missing/Damaged/Stolen Property

AC Form 1600.16 Vehicle Registration

AC Form 1600.25 Dispatcher Radio log

AC Form 1600.26 Security Irregularity Record

AC Form 1600.27 Security Container/Safe Report

AC Form 1600.32 Security Activity report

AC Form 1600.33 Lock Control Record

AC Form 1600.36 Key Control Record

AC From 1600.44, FAA/MMAC Visitor Parking Permit

SF Form 700 Security Container Information

SF Form 702 Security Container Check Sheet

FAA Form 1600.8 DOT\FAA Visitor Register

FAA Form 1600.50 Visitor Badge

DOT F 1660.2 Property Removal Form

DOT F 1681 (10-94) Identification Card/Credential Application

Decals for Vehicle Registration

(Blue) Employees

(Green) Contractor

GOVERNMENT FURNISHED PROPERTY
DCT INC

IT	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
1		AIR TANK #AMP-300/1 AND #AMP-300/2	2	$63.00	$126.00
2		ANVIL 27 LB	1	$130.00	$130.00
3		BATTERY CHARGER 5 UNIT GE MDL (FOR MPD'S)	1	$340.00	$340.00
4		BELT CLIP	4	$9.00	$36.00
5		BML16151/505 RAPID CHARGER	4	$44.00	$176.00
6		BOMB BLANKET	1	$100.00	$100.00
7		BOOK CASE SECTIONS METAL	7	$50.00	$350.00
8		BOOKCASE 4 DRAWER	2	$50.00	$100.00
9		CABINET STORAGE 2 DOOR 36" WIDE x 18" DEEP	1	$175.00	$175.00
10		CABINET WOOD 4 DOORS 22"x60" WOODGRAIN COLOR	1	$75.00	$75.00
11		CAMERA MODEL SS124E MFG POLAROID SN E920045	1	$590.00	$590.00
12		COMBINATING LOCK KIT MDL CD431 MFG BEST	1	$196.55	$196.55
13	PIN: G28650	COMPUTER GATEWAY P5-75 SN: 3592427	1	$1,428.00	$1,428.00
14	PIN: F61898	COMPUTER 520 AT&T SN: 1529433984	1	$2,073.00	$2,073.00
15	PIN: N55473	COMPUTER XRU-166 MICRON SN: 0069990009	1	$1,706.95	$1,706.95
	025-00-WRO-0317	COMPUTER WORKSTATION SN:1552387550	1	$1,646.00	$1,646.00
17		CORE CAPPING PRESS HEAVY DUTY MFG BEST MDL CD517	1	$508.55	$508.55
18		DATACARD BADGING SYSTEM: TRIPOD MFG: SLIK MDL: U8000 SN: N/A, DATACARD MFG. DATACARD MDL. FC100 SN: 104684, FLASH POWER SUPPLY MFG. VIVITAR MDL. SB-4 SN: N/A, FLASH MFG. VIVITAR MDL. 283 SN: N/A, FLASH COVER MFG. LUMIQUEST MDL. PROMAX 80-20 SN: N/A, CPU MFG. DATACARD MDL. NONE SN: Z00209331, MONITOR MFG. MAG MDL. DX1495 SN: MI38H1125257, PRINTER MFG. DATACARD MDL. IMAGECARD III SN: 21526, DIGITAL SIGNATURE PAD MFG. PENWARE/DATACARD MDL. PW100 KEYBOARD MFG. AT&T SN: C169099G41, MOUSE MFG. MICROSOFT MDL. PS/2 SN: 1125786	1	$21,045.00	$21,045.00
19		DESK 30"X60"	1	$165.00	$165.00
20		DESK 30"X60"	1	$309.00	$309.00
21		DESK 36"X60"	1	$140.00	$140.00
22		DESK WITH "L" UNIT 64 1/2"X20"	1	$200.00	$200.00
23	7110	FILE CABINETS 10 DRAWERS SN: 1-51481, 1-51482, 1-51483	3	$50.00	$150.00
24		FILING CABINET 10 DRAWER	3	$325.00	$975.00
25		FILING CABINET 2 DRAWER	1	$77.00	$77.00
26	7110-00-286-3798	FILING CABINET 5 DRAWERS HIGH 1 DRAWER WIDE LETTER SIZE	4	$139.90	$559.60
27		FILING CABINET EIGHT DRAWER	1	$225.00	$225.00
28		FLAMABLE STORAGE CABINET (2 DOOR) 36"X35"X22" SN 04330 (IN HG-10)	1	$451.89	$451.89
29		KEYBOARD SN: 00921993	1	$29.00	$29.00
	PIN: F01295	KEYBOARD SN: J9615001351	1	$102.00	$102.00
31		KEYBOARD SN: G272739	1	$69.00	$69.00
32		KEYBOARD SN: J964303582	1	$102.00	$102.00

GOVERNMENT FURNISHED PROPERTY
DCT INC

IT	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
33		KEYBOARD SN: 70372824	1	$102.00	$102.00
34		LAMINATOR SSI 10 MFG STICK/STRIP SN 4228	1	$286.00	$286.00
35		LEATHER CASE W/SWIVEL BELT LOOP	4	$35.00	$140.00
36		LOCKER PISTOL STORAGE MODULES (4 WEAPONS PER MODULE)	8	$245.00	$1,960.00
37		M-677V MICROCASSETTE-RECORDER/W/ADAPTER SN: 446015-6	1	$65.00	$65.00
38		MONITOR MDL. 0235 MFG. NCR SN: 1725182537AK	1	$350.00	$350.00
39		MONITOR SN: 1725664572	1	$350.00	$350.00
40		MONITOR SN: FB7426483	1	$350.00	$350.00
41		MONITOR SN: YA009833017468	1	$350.00	$350.00
42		MONITOR SN: 1726613610	1	$350.00	$350.00
43		MOUSE MICROSOFT 2.0A SN: 2411859	1	$75.00	$75.00
44	7025-00-ACO-6588	MOUSE SN: 0673579	1	$102.00	$102.00
45		MOUSE SN: 52021130000	1	$102.00	$102.00
		MOUSE SN: 0553082	1	$102.00	$102.00
		MOUSE SN: 0407460	1	$75.00	$75.00
		PAPER SHREDDER FELLOWES MDL 320 SN: 1170.113.00279!	1	$876.00	$876.00
47		PORTABLE RADIO UNIT ERICSSON KPC-300/400 SN: 465667,465672,465673, 465680, 465599, 465677, 465618	7	$532.00	$3,724.00
48		PORTABLE RADIO UNIT GE SN: 9661403	1	$625.00	$625.00
49		PORTABLE RADIO UNIT MOTOROLA GP300 SN: 174FYQ2624	1	$727.00	$727.00
50		POWER MEGAPHONE W/PISTOL GRIP	4	$98.35	$393.40
51		POWER PACK W/CORDS #AMP-300/2	1	$89.00	$89.00
52	PIN: F00688	PRINTER 33440A HP SN: 480629	1	$2,152.00	$2,152.00
53	PIN: F01232	PRINTER 4029 IBM SN: 11-R0236	1	$1,362.00	$1,362.00
54	PIN: N55496	PRINTER LASER JET 2100 HP SN: USGG005665	1	$672.00	$672.00
55		RACAL WORDNET 4 CHANNEL MAINFRAME DUAL DECK DAT DDS1 SN: RR143250101	1	$10,425.00	$10,425.00
56		RADIO HANDHELD GE MDL PS308S SN: 1521897 WITH CHARGERS MDL CH1SS1	1	$459.00	$459.00
57	5820-00-AC0-1960	RADIO PC PORTABLE MDL. PC308S GE SN: 1521899	1	$540.00	$540.00
58	5820-00-ACO-1350	RECEIVER RADIO PAGE BOY II MFG MOTOROLA 259ADY4200 (C-117)	1	$331.20	$331.20
59	7110-00-ACO-1077	SAFE 2 DRAWER WITH COMBINATION LOCK MFG. MOSLER SN 01543, 01550 & 01568	3	$500.00	$1,500.00
60	7110-00-551-5263	SAFE FIVE DR. WITH COMBINATION LOCK, MOSLER SN 01572	1	$335.84	$335.84
	7025-00-ACO-3778	SOFTWARE DOS 3.3 SN 6280060	1	$84.00	$84.00
[illegible]		SOFTWARE WORDPERFECT 4.1	1	$183.00	$183.00
63		SPARE BATTERY	4	$76.00	$304.00

GOVERNMENT FURNISHED PROPERTY
DCT INC

	NSN	ITEM DESCRIPTION	QTY	UNIT COST	TOTAL COST
64		TABLE FOR COMPUTER 30" WIDE 48" LONG	1	$125.00	$125.00
65		TABLE WORK WITH 1 DRAWER 72"x32" METAL	1	$80.00	$80.00
66		TYPEWRITER IBM WHEELWRITER III SN: 0806539 AND SN 11D0929	2	$335.00	$670.00
67		FILING CABINET 5 DRAWERS HIGH	2	$139.00	$278.00
68		SECURITY CONTAINER FIVE DRAWER #01581	1	$335.84	$335.84
69		PORTABLE RADIO MOTOROLA MDL. AAH25RDC9AA3AN SN: 672TAN603, 672TAP0783 672TAP0817, 672TAP0818	4	$665.00	$2,660.00
70		CORE/KEY MARKING PLATE DD-514	1	$155.60	$155.60
71		PORTABLE RADIO MOTOROLA AAH25RDC9AA3AN SN: 672TBJC699	1	$665.00	$665.00
72		PORTABLE RADIO MOTOROLA HT750 SN: 672JBJC694, 672TANX606, 672TBJC696	3	$665.00	$1,995.00
73		PORTABLE RADIO MOTOROLA H05RDD9AA4DN SN: 720AXQ0153, 720AXQ0177	2	$669.60	$1,339.20
74		PORTABLE RADIO ERICSSON GEKRD103 SN: 9022482, 9022764	2	$741.95	$1,483.90
75		PORTABLE RADIO ERICSSON PAP01 SN: 126642	1	$1,045.00	$1,045.00
					$10,832.54

PERFORMANCE REQUIREMENTS SUMMARY

TECHNICAL EXHIBIT THREE

SERVICE REQUIRED	STANDARDS	ACCEPTABLE QUALITY LEVEL (A.Q.L)	SURVEILLANCE METHOD	MAXIMUM % FOR EXCEEDING A.Q. L
1. Maintain ID Processing Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
2. Dispatch Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
3. Maintain Center Surveillance/Fixed Guard Post	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviations may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
4. Maintain Lock Schedules	Perform as listed on lock/unlock schedule in accordance with paragraph C.3.5 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two

MAN-HOURS RESOURCES
TECHNICAL EXHIBIT FOUR

Current Requirements		Staffing			
Project Manager (SOW C.2.6; C.2.7)	1	8-Hrs Per Day	275 Days =	2,200	HRS
Shift Manager (SOW C.2.9; C.3.4)	3	24-Hrs Per Day	365 Days =	8,760	HRS
Dispatcher (SOW C.2.11; C.3.6)	3	24-Hrs Per Day	365 Days =	8,760	HRS
Pass/ID Office (SOW C.2.10; C.3.7)	3	24-Hrs Per Day	251 Days =	6,024	HRS
FAALC (SOW C.2.12; C.2.13; C.3.3; C.3.4					
West Post	3	24-Hrs Per Day	365 Days =	8,760	HRS
North Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
East Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
Gate 20 Post	1	8-Hrs Per Day	251 Days =	2,008	HRS
TRW Post	3	24-Hrs Per Day	365 Days =	8,760	HRS
TSF North Guard Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
TSF East Guard Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
MMAC Post SOW 3.4					
North Post	6	48-Hrs Per Day	365 Days =	17,520	HRS
* North Post	2	16-Hrs Per Day	251 Days =	4,016	HRS
# South Post	6	48-Hrs Per Day	365 Days =	17,520	HRS
Patrol Unit - SOW 3.4	6	48-Hrs Per Day	365 Days =	17,520	HRS
Foot Patrol - SOW 3.4	1	8-Hrs Per Day	251 Days =	2,008	HRS
SOW C.3.4					
* Visitor Center	8	52-Hrs Per Day	251 Days =	13,052	HRS
* Screening FAC	10	65-Hrs Per Day	251 Days =	16,315	HRS
* VTD Gate	2	13-Hrs Per Day	251 Days =	3,263	HRS
* Data Processing Officer	1	8-Hrs Per Day	251 Days =	2,008	HRS
* Screening Personnel	1	8 Hrs Per Day	251 Days =	2,008	HRS
* Security Escort (armed)	1	8 Hrs Per Day	251 Days =	2,008	HRS
* Security Escort (unarmed)	4	8 Hrs Per Day	251 Days =	8,032	HRS
TOTAL OFFICERS	73		TOTAL	163,594	HRS
* Secretary II	1	8-HRS Per Day	251 Days =	2,008	HRS

C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers

* Positions are full-time temporary - services for these positions may be discontinured with a two-week notice.

Current Requirements		Staffing			
Day Shift					
Project Manager	1	0800 t0 1630 M-F Subject to Call-outs For QC & Emergencies	275 Days =	2,200.00	HRS
Shift Manager	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Dispatcher	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Pass & ID Office	3	0700 to 1630 M-F	251 Days =	6,024.00	HRS
FAALC					
West Post	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
East Post	1	0530 to 1200 M-F	251Days =	1,631.50	HRS
Gate 20	1	0800 to 1600 M-F	251 Days =	2,008.00	HRS
TRW	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
TSF North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
TSF East Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
Patrol Unit	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Patrol Unit	1	0800 to 1600 M-F	251 Days =	2,008.00	HRS
MMAC Post					
North Station (1)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
North Station	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
* South Station (2)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Visitor Center	4	0530 to 1330 M-F	251 Days =	8,032.00	HRS
Screening FAC	5	0530 to 1330 M-F	251 Days =	10,040.00	HRS
VTD Gate	1	0530 to 1330 M-F	251 Days =	2,008.00	HRS
Pass/ID Office	1	0800 to 1630 M-F	251 Days =	2,008.00	HRS
Screening Personnel	1	0700 to 1530 M-F	251 Days =	2,008.00	HRS
Escort (armed) (3)	1	0700 to 1500 M-F	251 Days =	2,008.00	HRS
Security Escort (unarmed)	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
Security Escort (unarmed)	2	0730 to 1530 M-F	251 Days =	4,016.00	HRS
Total Officers	39		TOTAL	86,118	HRS
Secretary II	1	0800 - 1630 M-F	251 Days =	2,008	HRS

* C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers
(1) One guard from North Station becomes escort @ Visitor Center from 0900 - 1400
(2) One guard from South Station becomes escort @ Visitor Center from 0900 - 1500
(3) One Screening Personnel re-assigned to escort duty @ Visitor Center from 0700 - 1500

Current Requirements	Staffing				
Swing Shift:					
Shift Manager	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
Dispatcher	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
FAALC					
West Post	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
North	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
East Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
TRW	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
TSF North Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
TSF East Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
Patrol Unit	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
MMAC Post					
North Station	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
* South Station	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
Visitor Center	4	1330 to1830 M-F	251 Days = 5,020	5,020	HRS
Screening FAC	5	1330 to1830 M-F	251 Days = 6,275	6,275	HRS
VTD Gate	1	1330 to1830 M-F	251 Days = 1,255	1,255	HRS
Total Officers	24		TOTAL	48,276	HRS

* C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers

Current Requirements	Staffing				
Midnight Shift:					
Shift Manager	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
Dispatcher	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
FAALC					
West Post	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
TRW	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
MMAC Post					
North Station	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
# South Station	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
Patrol Unit	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
Total Officers	10		TOTAL	29,200	HRS

C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers

Federal Aviation Administration

Revision To Award for Supplies or Services

Date of Award: 06-NOV-2000
Date of Revision: 07-NOV-2002

Contract Number (if any): DTFA0201D01850

Award No. (if any):

Revision No. 8

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0538975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$6,085,868.38
FROM:	$6,053,529.05
ESTIMATED VALUE IS CHANGED BY:	$32,339.33
FUNDED AMOUNT:	$5,646,323.78

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office.

OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi
Cheryl Bernardi President
DATE SIGNED 11/12/02

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 11-12-02
Maria S Blair
DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.
The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 2 of 3
Date of Award: 06-NOV-2000 Date of Revision: 07-NOV-2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 8

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA-TSF visitor badges, requesting escorts from FAA-TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two-week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4-35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94-2431 (Revision No. 15) and insert Wage Determination No. 94-2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements -- Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 3 of 3
Date of Award: 06-NOV-2000 Date of Revision: 07-NOV-2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 8

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance. Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two-week notice.

The Estimated Value of the contract is changed by $32,339.33.

8. Effective January 1, 2002, additional Security Guard services for the MMAC shall be added to the existing contract. A revised Statement of Work dated December 2001 for the security service has replaced the existing Statement of Work dated February 2000. Modification/Revision 5 is executed bilaterally to execute this change.

(a)	First Option Year (Second Year)	12 Mo.	$103,188.41	$1,238,260.95
(b)	Second Option Year (Third Year)	12 Mo.	$ 94,724.35	$1,136,692.23
(c)	Third Option Year (Fourth Year)	12 Mo.	$ 95,216.18	$1,142,594.19
(d)	Fourth Option Year (Fifth Year)	12 Mo.	$ 99,585.64	$1,195,027.71

9. Effective August 1, 2002, the Contractor shall provide Security Guard personnel for Escort Services as defined in the Statement of Work, Section C.9.9, Revised 07/08/02. The total productive number of hours is increased by 1,600 hours for the months of August and September 2002.

(a)	First Option Year (Second Year)	2 Mo.	$ 54,874.60	$ 109,749.20

10. Pursuant to the addition of Escort Services, defined in the Statement of Work, Section C.9.9, 7/8/02, and the execution of Modification No. 7 (Revision No. 7) the following reflects the Unit Price and Total Amount for the continuation of these services in their respective contract years.

(a)	First Option Year (Second Year)	3 Mo.	$ 10,779.78	$ 32,339.33
(b)	Second Option Year (Third Year)	12 Mo.	$ 11,343.63	$136,123.61
(c)	Third Option Year (Fourth Year)	12 Mo.	$ 11,459.59	$137,515.10
(d)	Fourth Option Year (Fifth Year)	12 Mo.	$ 11,320.88	$135,850.52

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, 5, 6, 7, and 8 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

MAN-HOURS RESOURCES
TECHNICAL EXHIBIT FOUR

Current Requirements		Staffing			
Project Manager (SOW C.2.6; C.2.7)	1	8-Hrs Per Day	275 Days =	2,200	HRS
Shift Manager (SOW C.2.9; C.3.4)	3	24-Hrs Per Day	365 Days =	8,760	HRS
Dispatcher (SOW C.2.11; C.3.6)	3	24-Hrs Per Day	365 Days =	8,760	HRS
Pass/ID Office (SOW C.2.10; C.3.7)	3	24-Hrs Per Day	251 Days =	6,024	HRS
FAALC (SOW C.2.12; C.2.13; C.3.3; C.3.4					
West Post	3	24-Hrs Per Day	365 Days =	8,760	HRS
North Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
East Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
Gate 20 Post	1	8-Hrs Per Day	251 Days =	2,008	HRS
TRW Post	3	24-Hrs Per Day	365 Days =	8,760	HRS
TSF North Guard Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
TSF East Guard Post	2	13-Hrs Per Day	251 Days =	3,263	HRS
MMAC Post SOW 3.4					
North Post	6	48-Hrs Per Day	365 Days =	17,520	HRS
* North Post	2	16-Hrs Per Day	251 Days =	4,016	HRS
# South Post	6	48-Hrs Per Day	365 Days =	17,520	HRS
Patrol Unit - SOW 3.4	6	48-Hrs Per Day	365 Days =	17,520	HRS
Foot Patrol - SOW 3.4	1	8-Hrs Per Day	251 Days =	2,008	HRS
SOW C.3.4					
* Visitor Center	8	52-Hrs Per Day	251 Days =	13,052	HRS
* Screening FAC	10	65-Hrs Per Day	251 Days =	16,315	HRS
* VTD Gate	2	13-Hrs Per Day	251 Days =	3,263	HRS
* Data Processing Officer	1	8-Hrs Per Day	251 Days =	2,008	HRS
* Screening Personnel	1	8 Hrs Per Day	251 Days =	2,008	HRS
* Security Escort (armed)	1	8 Hrs Per Day	251 Days =	2,008	HRS
* Security Escort (unarmed)	4	8 Hrs Per Day	251 Days =	8,032	HRS
TOTAL OFFICERS	73		TOTAL	163,594	HRS
* Secretary II	1	8-HRS Per Day	251 Days =	2,008	HRS

C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers

* Positions are full-time temporary - services for these positions may be discontinured with a two-week notice.

163,402 w/o AM

Current Requirements	Staffing				
Day Shift					
Project Manager	1	0800 t0 1630 M-F Subject to Call-outs For QC & Emergencies	275 Days =	2,200.00	HRS
Shift Manager	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Dispatcher	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Pass & ID Office	3	0700 to 1630 M-F	251 Days =	6,024.00	HRS
FAALC					
West Post	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
East Post	1	0530 to 1200 M-F	251Days =	1,631.50	HRS
Gate 20	1	0800 to 1600 M-F	251 Days =	2,008.00	HRS
TRW	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
TSF North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
TSF East Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
Patrol Unit	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Patrol Unit	1	0800 to 1600 M-F	251 Days =	2,008.00	HRS
MMAC Post					
North Station (1)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
North Station	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
* South Station (2)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Visitor Center	4	0530 to 1330 M-F	251 Days =	8,032.00	HRS
Screening FAC	5	0530 to 1330 M-F	251 Days =	10,040.00	HRS
VTD Gate	1	0530 to 1330 M-F	251 Days =	2,008.00	HRS
Pass/ID Office	1	0800 to 1630 M-F	251 Days =	2,008.00	HRS
Screening Personnel	1	0700 to 1530 M-F	251 Days =	2,008.00	HRS
Escort (armed) (3)	1	0700 to 1500 M-F	251 Days =	2,008.00	HRS
Security Escort (unarmed)	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
Security Escort (unarmed)	2	0730 to 1530 M-F	251 Days =	4,016.00	HRS
Total Officers	39		TOTAL	86,118	HRS
Secretary II	1	0800 - 1630 M-F	251 Days =	2,008	HRS

* C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers
(1) One guard from North Station becomes escort @ Visitor Center from 0900 - 1400
(2) One guard from South Station becomes escort @ Visitor Center from 0900 - 1500
(3) One Screening Personnel re-assigned to escort duty @ Visitor Center from 0700 - 1500

Current Requirements	Staffing				
Swing Shift:					
Shift Manager	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
Dispatcher	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
FAALC					
West Post	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
North	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
East Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
TRW	1	1500 to 2300 M-SUN	365 Days = 2,920	2,920	HRS
TSF North Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
TSF East Post	1	1200 to 1830 M-F	251 Days =1,631.5	1,631.50	HRS
Patrol Unit	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
MMAC Post					
North Station	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
* South Station	2	1500 to 2300 M-SUN	365 Days = 5,840	5,840	HRS
Visitor Center	4	1330 to1830 M-F	251 Days = 5,020	5,020	HRS
Screening FAC	5	1330 to1830 M-F	251 Days = 6,275	6,275	HRS
VTD Gate	1	1330 to1830 M-F	251 Days = 1,255	1,255	HRS
Total Officers	24		TOTAL	48,276	HRS

* C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers

Current Requirements	Staffing				
Midnight Shift:					
Shift Manager	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
Dispatcher	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
FAALC					
West Post	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
TRW	1	2300 to 0700 M-SUN	365 Days = 2,920	2,920	HRS
MMAC Post					
North Station	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
# South Station	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
Patrol Unit	2	2300 to 0700 M-SUN	365 Days = 5,840	5,840	HRS
Total Officers	10		TOTAL	29,200	HRS

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Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 3
Date of Award: 06–NOV–2000 Date of Revision: 13–DEC–2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 9

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$9,624,196.04
FROM:	$6,085,868.38
ESTIMATED VALUE IS CHANGED BY:	$3,538,327.66
FUNDED AMOUNT:	$6,036,323.78

IMPORTANT: Contractor ☐ is, ☑ is not required to sign this document and return ____ copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY:
DATE SIGNED

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 12/13/02
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
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(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

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Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

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Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

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C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Date of Award: 06–NOV–2000 Date of Revision: 13–DEC–2002	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 9

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance, Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two–week notice.

The Estimated Value of the contract is changed by $32,339.33.

Note to Vendor
Modification No. Nine (Revision No. 9) is issued unilaterally by authority of AMS contract clause 3.2.4–35 Option to Extend the Term of the Contract (April 1996). The term of the contract is extended for the Second Option Year (Third Contract Year) for the period beginning January 1, 2003, and ending December 31, 2003. The option is exercised IAW existing contract terms, conditions, and all revisions to this date. Unit Prices in Price Schedule for the Second Option Year are the applicable rates.

Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 1994–2431, Rev. No. 18, and insert Wage Determination No. 1994–2431, Rev. No. 19, dated 06/07/2002.

The total Estimated Value of the contract is changed by $3,538,327.66 effective January 1, 2003.

****

94-2431 OK,OKLAHOMA CITY 06/18/02
FOR OFFICIAL USE ONLY BY FEDERAL AGENCIES PARTICIPATING IN MOU WITH DOL

WASHINGTON D.C. 20210

William W.Gross
Director

Division of
Wage Determinations

Wage Determination No.: 1994-2431
Revision No.: 19
Date Of Last Revision: 06/07/2002

State: Oklahoma

Area: Oklahoma Counties of Alfalfa, Atoka, Beckham, Blaine, Bryan, Caddo, Canadian, Carter, Cleveland, Coal, Custer, Dewey, Ellis, Garfield, Garvin, Grady, Grant, Harper, Hughes, Johnston, Kingfisher, Lincoln, Logan, Love, Major, Marshall, McClain, Murray, Noble, Oklahoma, Payne, Pontotoc, Pottawatomie, Roger Mills, Seminole, Washita, Woods, Woodward

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION TITLE	MINIMUM WAGE RATE
Administrative Support and Clerical Occupations	
Accounting Clerk I	9.70
Accounting Clerk II	10.67
Accounting Clerk III	13.68
Accounting Clerk IV	18.28
Court Reporter	15.59
Dispatcher, Motor Vehicle	13.46
Document Preparation Clerk	11.00
Duplicating Machine Operator	10.00
Film/Tape Librarian	10.87
General Clerk I	9.11
General Clerk II	9.87
General Clerk III	12.50
General Clerk IV	18.00
Housing Referral Assistant	17.38
Key Entry Operator I	8.90
Key Entry Operator II	10.09
Messenger (Courier)	9.49
Order Clerk I	10.18
Order Clerk II	14.08
Personnel Assistant (Employment) I	11.59
Personnel Assistant (Employment) II	12.65
Personnel Assistant (Employment) III	14.34
Personnel Assistant (Employment) IV	16.63
Production Control Clerk	15.50
Rental Clerk	11.33
Scheduler, Maintenance	12.03
Secretary I	12.03
Secretary II	15.00
Secretary III	17.38
Secretary IV	19.54
Secretary V	20.69
Service Order Dispatcher	11.88
Stenographer I	10.12
Stenographer II	11.36
Supply Technician	19.54
Survey Worker (Interviewer)	13.25
Switchboard Operator-Receptionist	9.97
Test Examiner	15.00
Test Proctor	15.00
Travel Clerk I	9.94
Travel Clerk II	10.44
Travel Clerk III	10.93
Word Processor I	8.16

Word Processor II	9.77
Word Processor III	10.61
Automatic Data Processing Occupations	
Computer Data Librarian	8.07
Computer Operator I	9.92
Computer Operator II	12.21
Computer Operator III	16.37
Computer Operator IV	17.71
Computer Operator V	19.63
Computer Programmer I (1)	19.87
Computer Programmer II (1)	22.80
Computer Programmer III (1)	27.62
Computer Programmer IV (1)	27.62
Computer Systems Analyst I (1)	23.46
Computer Systems Analyst II (1)	26.26
Computer Systems Analyst III (1)	27.62
Peripheral Equipment Operator	11.12
Automotive Service Occupations	
Automotive Body Repairer, Fiberglass	15.64
Automotive Glass Installer	15.47
Automotive Worker	14.08
Electrician, Automotive	16.35
Mobile Equipment Servicer	12.54
Motor Equipment Metal Mechanic	15.64
Motor Equipment Metal Worker	14.08
Motor Vehicle Mechanic	15.64
Motor Vehicle Mechanic Helper	11.98
Motor Vehicle Upholstery Worker	13.31
Motor Vehicle Wrecker	14.08
Painter, Automotive	14.86
Radiator Repair Specialist	14.08
Tire Repairer	12.12
Transmission Repair Specialist	15.64
Food Preparation and Service Occupations	
Baker	9.04
Cook I	7.51
Cook II	9.04
Dishwasher	6.60
Food Service Worker	6.50
Meat Cutter	11.21
Waiter/Waitress	6.75
Furniture Maintenance and Repair Occupations	
Electrostatic Spray Painter	14.86
Furniture Handler	10.36
Furniture Refinisher	14.86
Furniture Refinisher Helper	11.75
Furniture Repairer, Minor	13.31
Upholsterer	14.86
General Services and Support Occupations	
Cleaner, Vehicles	8.06
Elevator Operator	7.98
Gardener	10.30
House Keeping Aid I	6.89
House Keeping Aid II	8.57
Janitor	8.22
Laborer, Grounds Maintenance	8.66
Maid or Houseman	6.89
Pest Controller	11.28
Refuse Collector	7.62
Tractor Operator	9.66
Window Cleaner	8.71
Health Occupations	
Dental Assistant	11.76
Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	11.19
Licensed Practical Nurse I	10.16
Licensed Practical Nurse II	11.42
Licensed Practical Nurse III	12.78

Medical Assistant	9.93
Medical Laboratory Technician	10.88
Medical Record Clerk	11.24
Medical Record Technician	13.54
Nursing Assistant I	7.67
Nursing Assistant II	8.62
Nursing Assistant III	9.41
Nursing Assistant IV	10.55
Pharmacy Technician	12.19
Phlebotomist	11.42
Registered Nurse I	16.67
Registered Nurse II	20.39
Registered Nurse II, Specialist	20.39
Registered Nurse III	24.66
Registered Nurse III, Anesthetist	24.66
Registered Nurse IV	29.57
Information and Arts Occupations	
Audiovisual Librarian	16.49
Exhibits Specialist I	18.53
Exhibits Specialist II	20.67
Exhibits Specialist III	24.88
Illustrator I	17.00
Illustrator II	18.79
Illustrator III	23.46
Librarian	16.75
Library Technician	11.07
Photographer I	10.96
Photographer II	13.53
Photographer III	16.34
Photographer IV	20.40
Photographer V	23.41
Laundry, Dry Cleaning, Pressing and Related Occupations	
Assembler	7.03
Counter Attendant	7.03
Dry Cleaner	8.59
Finisher, Flatwork, Machine	7.03
Presser, Hand	7.03
Presser, Machine, Drycleaning	7.03
Presser, Machine, Shirts	7.03
Presser, Machine, Wearing Apparel, Laundry	7.03
Sewing Machine Operator	9.22
Tailor	9.84
Washer, Machine	7.69
Machine Tool Operation and Repair Occupations	
Machine-Tool Operator (Toolroom)	16.35
Tool and Die Maker	22.22
Material Handling and Packing Occupations	
Forklift Operator	12.68
Fuel Distribution System Operator	14.02
Material Coordinator	15.99
Material Expediter	15.99
Material Handling Laborer	10.95
Order Filler	11.74
Production Line Worker (Food Processing)	11.53
Shipping Packer	11.78
Shipping/Receiving Clerk	11.78
Stock Clerk (Shelf Stocker; Store Worker II)	13.22
Store Worker I	10.94
Tools and Parts Attendant	11.53
Warehouse Specialist	11.53
Mechanics and Maintenance and Repair Occupations	
Aircraft Mechanic	16.18
Aircraft Mechanic Helper	11.75
Aircraft Quality Control Inspector	16.44
Aircraft Servicer	13.31
Aircraft Worker	14.08
Appliance Mechanic	14.86

Bicycle Repairer	12.12
Cable Splicer	16.45
Carpenter, Maintenance	14.95
Carpet Layer	14.08
Electrician, Maintenance	16.40
Electronics Technician, Maintenance I	14.31
Electronics Technician, Maintenance II	21.53
Electronics Technician, Maintenance III	24.15
Fabric Worker	13.31
Fire Alarm System Mechanic	15.64
Fire Extinguisher Repairer	12.54
Fuel Distribution System Mechanic	17.20
General Maintenance Worker	14.08
Heating, Refrigeration and Air Conditioning Mechanic	15.64
Heavy Equipment Mechanic	15.64
Heavy Equipment Operator	16.82
Instrument Mechanic	17.02
Laborer	9.04
Locksmith	14.86
Machinery Maintenance Mechanic	16.70
Machinist, Maintenance	15.64
Maintenance Trades Helper	11.98
Millwright	16.24
Office Appliance Repairer	14.86
Painter, Aircraft	14.86
Painter, Maintenance	14.86
Pipefitter, Maintenance	18.00
Plumber, Maintenance	17.30
Pneudraulic Systems Mechanic	15.64
Rigger	16.14
Scale Mechanic	14.08
Sheet-Metal Worker, Maintenance	17.15
Small Engine Mechanic	14.08
Telecommunication Mechanic I	19.01
Telecommunication Mechanic II	19.93
Telephone Lineman	19.01
Welder, Combination, Maintenance	15.64
Well Driller	17.20
Woodcraft Worker	15.64
Woodworker	12.54
Miscellaneous Occupations	
Animal Caretaker	8.67
Carnival Equipment Operator	8.68
Carnival Equipment Repairer	9.26
Carnival Worker	6.74
Cashier	6.91
Desk Clerk	8.41
Embalmer	17.93
Lifeguard	9.42
Mortician	18.23
Park Attendant (Aide)	11.84
Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	9.09
Recreation Specialist	11.65
Recycling Worker	8.64
Sales Clerk	9.52
School Crossing Guard (Crosswalk Attendant)	6.37
Sport Official	9.42
Survey Party Chief (Chief of Party)	17.85
Surveying Aide	10.03
Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	14.39
Swimming Pool Operator	11.44
Vending Machine Attendant	9.50
Vending Machine Repairer	11.44
Vending Machine Repairer Helper	9.24
Personal Needs Occupations	
Child Care Attendant	8.41
Child Care Center Clerk	12.06

Chore Aid	7.02
Homemaker	15.64
Plant and System Operation Occupations	
Boiler Tender	18.49
Sewage Plant Operator	15.27
Stationary Engineer	19.78
Ventilation Equipment Tender	11.75
Water Treatment Plant Operator	14.86
Protective Service Occupations	
Alarm Monitor	11.01
Corrections Officer	17.42
Court Security Officer	17.42
Detention Officer	17.42
Firefighter	16.63
Guard I	9.15
Guard II	13.43
Police Officer	18.21
Stevedoring/Longshoremen Occupations	
Blocker and Bracer	15.79
Hatch Tender	13.82
Line Handler	13.82
Stevedore I	14.94
Stevedore II	16.67
Technical Occupations	
Air Traffic Control Specialist, Center (2)	28.21
Air Traffic Control Specialist, Station (2)	19.46
Air Traffic Control Specialist, Terminal (2)	21.43
Archeological Technician I	14.05
Archeological Technician II	16.90
Archeological Technician III	20.92
Cartographic Technician	19.12
Civil Engineering Technician	18.18
Computer Based Training (CBT) Specialist/ Instructor	25.02
Drafter I	12.17
Drafter II	14.05
Drafter III	18.53
Drafter IV	21.63
Engineering Technician I	14.93
Engineering Technician II	18.70
Engineering Technician III	20.55
Engineering Technician IV	26.62
Engineering Technician V	30.72
Engineering Technician VI	35.25
Environmental Technician	17.03
Flight Simulator/Instructor (Pilot)	26.55
Graphic Artist	18.92
Instructor	19.76
Laboratory Technician	13.45
Mathematical Technician	20.68
Paralegal/Legal Assistant I	13.76
Paralegal/Legal Assistant II	17.93
Paralegal/Legal Assistant III	21.93
Paralegal/Legal Assistant IV	26.54
Photooptics Technician	19.64
Technical Writer	20.46
Unexploded (UXO) Safety Escort	17.93
Unexploded (UXO) Sweep Personnel	17.93
Unexploded Ordnance (UXO) Technician I	17.93
Unexploded Ordnance (UXO) Technician II	21.70
Unexploded Ordnance (UXO) Technician III	26.01
Weather Observer, Combined Upper Air and Surface Programs (3)	17.49
Weather Observer, Senior (3)	20.13
Weather Observer, Upper Air (3)	17.49
Transportation/ Mobile Equipment Operation Occupations	
Bus Driver	11.40
Parking and Lot Attendant	8.00
Shuttle Bus Driver	11.10

Taxi Driver	9.49
Truckdriver, Heavy Truck	15.40
Truckdriver, Light Truck	11.10
Truckdriver, Medium Truck	12.54
Truckdriver, Tractor-Trailer	15.40

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $2.15 an hour or $86.00 a week or $372.67 a month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 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 PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) 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 ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, 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 regrading 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 ordance, (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 ordance, 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 ordance, 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.

** NOTES APPLYING TO THIS WAGE DETERMINATION **

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

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. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} 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 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 Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

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 decision to the contractor.

6) The contractor informs the affected employees.

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" (the Directory) should be used to compare job definitions to insure 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.

Federal Aviation Administration

Revision To Award for Supplies or Services

Date of Award: 06-NOV-2000
Date of Revision: 04-MAR-2003

Contract Number (if any): DTFA0201D01850

Award No. (if any):

Revision No. 10

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0588975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$10,016,961.22
FROM:	$9,624,196.04
ESTIMATED VALUE IS CHANGED BY:	$392,765.18
FUNDED AMOUNT:	$6,943,323.78

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office.

OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi
DATE SIGNED 3/7/03

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S. Blair 3/7/03
Maria S. Blair
DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.

The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday.

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance, Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two–week notice.

The Estimated Value of the contract is changed by $32,339.33.

Note to Vendor
Modification No. Nine (Revision No. 9) is issued unilaterally by authority of AMS contract clause 3.2.4–35 Option to Extend the Term of the Contract (April 1996). The term of the contract is extended for the Second Option Year (Third Contract Year) for the period beginning January 1, 2003, and ending December 31, 2003. The option is exercised IAW existing contract terms, conditions, and all revisions to this date. Unit Prices in Price Schedule for the Second Option Year are the applicable rates.

Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 1994–2431, Rev. No. 18, and insert Wage Determination No. 1994–2431, Rev. No. 19, dated 06/07/2002.

The total Estimated Value of the contract is changed by $3,538,327.66 effective January 1, 2003.

****

Note to Vendor
Modification No. 10 (Revision 10) is executed bilaterally pursuant to the exercise of Option Two for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applicable to the wage determination on this contract and by operation of law. The total contract dollar yearly adjustment will be an increase of $392,765.18 effective January 1, 2003. The total Estimated Value of the contract with this increase is $10,016,961.22.

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CONTINUATION SHEET

Contract Revision No. 10
February 21, 2003

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$131,673.94	$1,580,087.23
	(c) Second Option Year (Third Year)	12	MO	$148,948.54	$1,787,382.45
	(d) Third Option Year (Fourth Year)	12	MO	$132,185.74	$1,586,228.83
	(e) Fourth Option Year (Fifth Year)	12	MO	$134,318.08	$1,611,816.91
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 29,940.16	$ 359,281.88
	(c) Second Option Year (Third Year)	12	MO	$ 34,174.35	$ 410,092.25
	(d) Third Option Year (Fourth Year)	12	MO	$ 29,940.16	$ 359,281.88
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 29,991.66	$ 359,899.88
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 15,138.69	$ 181,664.24
	(c) Second Option Year (Third Year)	12	MO	$ 17,280.50	$ 207,366.02
	(d) Third Option Year (Fourth Year)	12	MO	$ 15,138.69	$ 181,664.24
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 15,366.90	$ 184,402.76

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 20.26	$ 3,038.74
(c) Second Option Year (Third Year)	150	HRS	$ 21.68	$ 3,252.00
(d) Third Option Year (Fourth Year)	150	HRS	$ 20.26	$ 3,038.74
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 20.26	$ 3,038.74

5. Transition Period (Reference Clauses F.1 and H.1)	Quantity		Amount
	1	JOB	$ 15,429.47

6. Security Guard Services for the Technical Support Facility (TSF) at the MMAC IAW the SOW, Attachment 1, and Modification/Revision 2 to the contract effective March 1, 2001.

(a) Base Contract (First Year)	10 Mo.	$5,576.45	$55,764.54
(b) First Option Year (Second Year)	12 Mo.	$5,618.44	$67,421.27
(c) Second Option Year (Third Year)	12 Mo.	$6,416.02	$76,992.29
(d) Third Option Year (Fourth Year)	12 Mo.	$5,618.44	$67,421.27
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,627.80	$67,533.62

7. Effective September 4, 2001, one additional Security Guard Post for the Technical Support Facility (TSF) at the MMAC is added to the contract under the existing terms and conditions. Modification/Revision 3 is executed bilaterally to effect this change.

(a) Base Contract (First Year)	4 Mo.	$6,371.69	$25,486.74
(b) First Option Year (Second Year)	12 Mo.	$5,630.33	$67,563.96
(c) Second Option Year (Third Year)	12 Mo.	$6,428.35	$77,140.16
(d) Third Option Year (Fourth Year)	12 Mo.	$5,630.33	$67,563.96
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,639.69	$67,676.31

8. Effective January 1, 2002, additional Security Guard services for the MMAC shall be added to the existing contract. A revised Statement of Work dated December 2001 for the security service has replaced the existing Statement of Work dated February 2000. Modification/Revision 5 is executed bilaterally to execute this change.

(a)	First Option Year (Second Year)	12 Mo.	$103,188.41	$1,238,260.95
(b)	Second Option Year (Third Year)	12 Mo.	$101,901.65	$1,222,819.74
(c)	Third Option Year (Fourth Year)	12 Mo.	$ 95,216.18	$1,142,594.19
(d)	Fourth Option Year (Fifth Year)	12 Mo.	$ 99,585.64	$1,195,027.71

9. Effective August 1, 2002, the Contractor shall provide Security Guard personnel for Escort Services as defined in the Statement of Work, Section C.9.9, Revised 07/08/02. The total productive number of hours is increased by 1,600 hours for the months of August and September 2002.

(a)	First Option Year (Second Year)	2 Mo.	$ 54,874.60	$ 109,749.20

10. Pursuant to the addition of Escort Services, defined in the Statement of Work, Section C.9.9, 7/8/02, and the execution of Modification No. 7 (Revision No. 7) the following reflects the Unit Price and Total Amount for the continuation of these services in their respective contract years.

(a)	First Option Year (Second Year)	3 Mo.	$ 10,779.78	$ 32,339.33
(b)	Second Option Year (Third Year)	12 Mo.	$ 12,153.94	$145,847.22
(c)	Third Option Year (Fourth Year)	12 Mo.	$ 11,459.59	$137,515.10
(d)	Fourth Option Year (Fifth Year)	12 Mo.	$ 11,320.88	$135,850.52

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, 5, 6, 7, and 8 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 3
Date of Award: 06–NOV–2000 Date of Revision: 11–APR–2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 11

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$10,030,764.22
FROM:	$10,016,961.22
ESTIMATED VALUE IS CHANGED BY:	$13,803.00
FUNDED AMOUNT:	$7,996,323.78

IMPORTANT: Contractor ☑ is, ☐ is not required to sign this document and return 3 copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: Cheryl Bernardi, President
DATE SIGNED 04/22/03

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 4/28/03
Maria S Blair DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday,

will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday, except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance, Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two-week notice.

The Estimated Value of the contract is changed by $32,339.33.

Note to Vendor
Modification No. Nine (Revision No. 9) is issued unilaterally by authority of AMS contract clause 3.2.4-35 Option to Extend the Term of the Contract (April 1996). The term of the contract is extended for the Second Option Year (Third Contract Year) for the period beginning January 1, 2003, and ending December 31, 2003. The option is exercised IAW existing contract terms, conditions, and all revisions to this date. Unit Prices in Price Schedule for the Second Option Year are the applicable rates.

Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 1994-2431, Rev. No. 18, and insert Wage Determination No. 1994-2431, Rev. No. 19, dated 06/07/2002.

The total Estimated Value of the contract is changed by $3,538,327.66 effective January 1, 2003.

****

Note to Vendor
Modification No. 10 (Revision 10) is executed bilaterally pursuant to the exercise of Option Two for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applicable to the wage determination on this contract and by operation of law. The total contract dollar yearly adjustment will be an increase of $392,765.18 effective January 1, 2003. The total Estimated Value of the contract with this increase is $10,016,961.22.

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Note to Vendor
Modification No. 11 (Revision 11) is executed bilaterally and with mutual agreement of the parties to incorporate a change in the Statement of Work. The FAA requires security guard services at Gate 20 post be extended an additional 2.5 hours above the current 8 hour shift. The extended hours will become effective April 14, 2003.

Reference Paragraph C.3.4 Surveillance, Patrol and Fixed Post, Item 2 will read, ...and Gate 20 post from 08:00 a.m. through 6:30 p.m. weekdays, except federal holidays.... Part I Section B Price Schedule is revised to reflect the new Unit Prices at CLIN 2, (c) Second Option Year.

The cost for the additional hours will be $13,803. for the contract period beginning April 14, 2003, and ending December 31, 2003. The Estimated Value of the contract will be increased by this amount for a total of $10,030,764.22.

No other change in contract terms or conditions are affected by this modification.

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Note to Vendor
Modification No. Twelve/Revision No. 12 is executed bilaterally pursuant to the Settlement Agreement (ODRA Docket No. 03-ODRA-00273) entered into by the Contractor and the FAA .

Effective July 1, 2003, the modification will incorporate the following changes to the Fixed Price Contract:

(1) Reference Section H, Special Contract Requirements — Add an Economic Price Adjustment Clause H.28. Should the Government exercise its option to extend the term of the contract by authority of Clause 3.2.4-35, the prices for Worker's Compensation Insurance shall be subject to an adjustment IAW with H.28. This clause is not applicable to any other contract prices. See Attachment 1 to Revision No. 12.

(2) Reference Section H, Special Contract Requirements — H.22 Liability Insurance, for purposes of administrative clarification, AMS Clause 3.4.1-10 is incorporated in Section 3.1-1 Clauses and Provisions Incorporated by Reference.

(3) Reference Section I – Contract Clauses, 3.1-1 Clauses and Provisions Incorporated by Reference, delete reference to clause 3.4.1-11.

(4) Reference Section B, Price Schedule-- Effective July 1, 2003, the Unit Prices reflect the increase in the worker's compensation rates applicable to (c) Second Option Year (Third Year). see Attachment 2

(5) The Estimated Value of the contract is changed by an increase of $37,218.24 for a revised total of $10,067,982.46.

No other change in the contract terms or conditions is made with this modification.

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Note to Vendor
Modification/Revision No. 13 is executed by and under the authority of clause 3.10.1-12 Changes – Fixed Price (Alternate I) (April 1996) and will be effective June 20, 2003.

Reference Part I, Section H, Special Contract Requirements, insert clause H.29 Foreign Nationals as Contractor Employees (Dec 2002) CLA.4544.

Except as provided herein, all other terms and conditions of the subject contract remain unchanged and in full force and effect.

STATEMENT OF WORK

FOR

FEDERAL AVIATION ADMINISTRATION

MIKE MONRONEY AERONAUTICAL CENTER

SECURITY GUARD SERVICE

REVISED

APRIL 2003

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Definitions/Acronyms

As used throughout this SOW the following terms/acronyms shall have the meaning set forth below:

Definitions

Acceptable Quality Level (AQL): The allowable leeway or variance from a standard before the Government will consider a service unsatisfactory. An AQL does not say that the contractor may knowingly offer unsatisfactory service(s). It implies that the Government recognizes that defective performance sometimes happens unintentionally. As long as the percent of the defective performance does not exceed the AQL, the service will not be considered unsatisfactory by the Government. The contractor, however, must re-perform the defective service when possible.

Contract Discrepancy Report (CDR): A formal, written documentation of contractor non-conformance or lack of performance for contracted work.

Contracting Officer(CO): The person authorized to act on behalf of the Government to negotiate and award contracts and modifications thereto, and to administer contracts through completion or termination. Except for certain limited authority delegated by the CO to a technical representative, the CO is the only individual with the authority to direct the work of the contractor.

Contracting Officer Representative (COR): The authorized Government representative(s) acting within the limits of their delegated authority as authorized by the CO, for overall technical management of the contract.

Contracting Officer Technical Representative (COTR): The authorized Government representative(s) acting within the limits of their delegated authority for management of specific functional activities.

Defect: Each instance of noncompliance with a contract requirement. A defect may be caused by either nonperformance or poor performance.

Emergency Work: Security guard services which takes priority over all other requirements of the SOW and requires immediate action including diverting personnel from other jobs, if necessary, to cover the emergency.

Expendable Property: Government property that is consumed by the contractor while performing requirements of the SOW.

Facility Management Specialist (FMS): A Government employee who is trained in contract inspection, and who has responsibility for inspecting services performed in accordance with the SOW.

Facility Security Coordinator: A government point of contact for staffed FAA facilities that would be the facility manager's representative in coordinating with the responsible SSE on security matters, to include assessments, inspections, and accreditation.

Government-Furnished Equipment (GFE): Government owned equipment provided to the contractor for use in fulfilling the terms of this contract.

Government-Furnished Facilities (GFF): Areas of buildings designated by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government-Furnished Property (GFP): All equipment, facilities and material provided by the Government for the exclusive use of the contractor in fulfilling the terms of this contract.

Government Representative: The Contracting Officer or his/her Authorized Representative(s) and Facility Management Specialist (FMS).

Hand Receipt: A signed document acknowledging acceptance of responsibility for items of property listed thereon which are loaned or issued for use and are to be returned to the Government.

Inspection: The comparison of services against contract requirements in order to establish conformance or non-conformance with the contract requirements.

Installed Building Equipment: Items of equipment or furnishings which are affixed as a permanent part of the structure.

Personal Property: Property of any kind except real property, or records of the Federal Government.

Property Administrator: An authorized representative of the Contracting Officer or his/her Authorized Representative assigned to administer the contract requirements and obligations relating to Government property.

Quality Assurance(QA): A method used by the Government to check services to determine whether or not they meet the requirements of this contract.

Quality Assurance Surveillance Plan (QASP): A written plan that details what is to be evaluated, how evaluations are to be accomplished, frequency of evaluations, and evaluation parameters.

Quality Control Program (QCP): Contractor's system to control the services to ensure that requirements of the contract are performed.

Real Property Equipment: Equipment built into or permanently attached to building(s).

Servicing Security Element (SSE): Civil Aviation Security Division

Software: Software is defined as the application system and all supporting software packages, new development of software systems or programs for special or recurring requirements in support of security guard services at the MMAC.

Statement of Work (SOW): A document that describes the requirements and/or services,

including performance standards for contractual services.

Surveillance: Planned or random observation of requirements of the SOW or services performed.

Acronyms

AC	Aeronautical Center
ACSMS	Aeronautical Center Security Management System
ACO	Administrative Contracting Officer
ADP	Automated Data Processing
AG	Access Gold
AQL	Acceptable Quality Level
CAMI	Civil Aerospace Medical Institute
CDR	Contract Discrepancy Report
CCMS	Central Control Monitoring System
CO	Contracting Officer
COR	Contracting Officer's Representative
COTR	Contracting Officer's Technical Representative
CQC	Contractor Quality Control
FAA	Federal Aviation Administration
FAALC	FAA Logistic Center (formerly FAA Depot)
FMS	Facility Management Specialist
FPA	Federal Property Administration
FPMR	Federal Property Management Regulations
FSC	Facility Security Coordinator
FY	Fiscal Year
GFE	Government-Furnished Equipment
GFP	Government-Furnished Property
GOCO	Government-Owned, Contractor-Operated
IAW	In Accordance With
MMAC	Mike Monroney Aeronautical Center
OJT	On-the-Job-Training
OSHA	Occupational Safety and Health Act (or Administration)
PC	Personal Computer
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SSE	Servicing Security Element
SOW	Statement of Work
TE	Technical Exhibit
TI	Technical Inspection
TRW	Thomas Road Warehouse (Leased Facility to FAALC)

Specifications/Statement of Work

C.1 Scope of Work

The Federal Aviation Administration (FAA) has revised and updated its requirements for guard services for all facilities and established minimum standards for physical security management, control, and safeguarding of assets and facilities. The purpose of this contract is to procure armed guard services which provide physical security safeguards for FAA employees, information, facilities, United States Government property and assets from loss, theft, damage, unauthorized use, criminal acts, espionage, sabotage, and terrorism. Under this contract, the Contractor shall be required to provide guard services for the Mike Monroney Aeronautical Center and additional leased facilities which may be added anytime during the contract period.

C.2 General Requirements

The following is a representative listing of general duties and responsibilities to be performed by guard personnel at FAA/MMAC. Performance of this work shall be carried out in such a manner that causes minimal interruption to or interference with proper execution of government business. The Contractor shall ensure that all security violations are properly documented and reported to the Contracting Officer's Technical Representative (COTR), the Facility Security Coordinator (FSC) and Servicing Security Element (SSE) on AC Form 1600-26, Security Irregularity Record. The Contractor shall ensure that all guard services provided herein are in accordance with the Facility Guard Manual.

Contract guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes or directives and all documents listed in Technical Exhibit One.

1. Take appropriate action to prevent the occurrence of fires, explosions, collapses, and other catastrophes. In such an event, summon appropriate response and then notify FAA personnel. Assist in minimizing the effects and in restoring the area to a safe condition.

2. Safeguard and deter the commission of crimes against a person or persons, summon appropriate response forces, and assist those response forces as required. Provide emergency assistance as required. Follow emergency and contingency operating procedures as prescribed by the facility, during emergency situations. Examples of emergencies are provided in the Facility Guard Manual.

3. Deter and report damage, pilferage, removal, secreting, misappropriation, misuse, larceny, theft, or other improper or unlawful threats to, or disposition of Government or personal property or acts of espionage, sabotage, or wrongful destruction within the facilities or grounds.

4. Apprehend and detain all suspicious persons, or those who gain or attempt to gain unauthorized access to the facility, for release to local law enforcement authorities.

5. Safeguard and protect all Government classified, proprietary and sensitive information, documents, material and equipment. Enforce the established policies and procedures for controlling the removal of property and documents from the facility.

6. Investigate and report any suspicious activity in accordance with established facility security policies and procedures.

7. Monitor, assess, and respond to alarms. Investigate and report any suspicious activity in accordance with established security policies and procedures.

8. Conduct visual inspections of the inside of all passenger and delivery vehicles and review the manifest before access to the facility is allowed.

9. Conduct random personnel/vehicle inspections as directed by the Facility Manager and/or FSC.

10. Enforce the facilities rules and regulations governing control of parking and all vehicular and pedestrian traffic. Deter and report unauthorized personnel and/or vehicular activities on the facility.

11. Ensure qualified, trained relief personnel are on duty as a replacement for any employee deemed unable to perform the assigned duties. The Contractor shall have a qualified relief replacement available within a two-hour time frame.

12. Provide additional qualified security guards for planned events, emergencies, and ad-hoc situations as required. The FAA shall provide the Contractor as much advanced notice as possible depending on the event(s) and or circumstances.

13. Operate, maintain, and enforce the system of personnel identification and access controls for facility employees and visitors prescribed by established orders, policies and procedure.

14. Monitor and assess the surveillance and intrusion detection systems as required.

15. Provide in writing any security deficiencies and report them in an expeditious manner to the COTR, FSC, and SSE. Modify patrol times and conduct non-routine patrols as directed by the Contracting Officer (CO), COTR or FSC.

16. Maintain a written daily log (FAA Form 1600.8) of all patrols, incidents, and visitors. This log may be reviewed only by the COTR, FSC and the Servicing Security Element (SSE).

17. Receive, receipt for, and secure prohibited personal property as listed in the Occupant Emergency Plan (OEP), as well as lost and found articles pending transfer to appropriate authorities.

18. Ensure all lights inside the guard post are turned down to provide maximum surveillance of the area. However, when vehicles approach, the guard shall ensure there is sufficient light for the driver to see the guard's signals.

19. Receive, receipt for, secure, issue, and account for all keys that are issued to the Contractor or placed under the Contractor's control.

20. Make appropriate checks using a watch clock or electronic tour system equivalent.

21. Ensure that all exterior doors are secured in accordance with FAA and facility directions.

22. Perform escort duties as required by security policies and procedures for the facility.

23. Provide written and verbal reports as required by existing policies and procedures.

C.2.1 Work Standards

The Contractor shall perform work to the standards and within the Acceptable Quality Levels (AQL) presented in this Statement of Work (SOW). The AQLs are the maximum deviations from the standards that will be allowed for satisfactory performance. The AQLs and standards are present in the Performance Requirements Summary, provided in Technical Exhibit Three.

C.2.2 Contractor Responsibility

The Contractor's work and responsibilities include all Contractor planning, programming, administration and management necessary to provide security guard services as specified herein. Security guard services shall be conducted in accordance with this contract and all applicable Federal, State, and local laws, regulations, codes, or directives and all documents listed in Technical Exhibit One

C.2.3 Commissioning and Deputization

All Contractor security guard personnel shall be licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.2.4 Contractor Personnel

The Contractor shall provide a sufficient number of qualified personnel to perform security guard services described in this SOW. These personnel shall provide the core of knowledge for the Contractor to ensure uninterrupted performance at the required quality levels.

C. 2.5 Contractor Key Personnel

Key personnel shall provide management, administrative and technical interface with the Contracting Officer's Representatives (COR) in the day-to-day accomplishments of these SOW requirements. The names of these individuals and their alternates shall be designated in writing in the Contractor's guard manual. Any proposed changes to these individuals must be approved in writing by the Contracting Officer Representative (COR). Project Manager, Shift Supervisors, *Site Specify Supervisors (Screening Facility and MMAC Visitor Center)*, Pass/Identification Personnel and Dispatcher Officers are considered Contractor key personnel. ***11/16/01***

C.2.6 Contractor Project Manager Requirements and Qualifications

The Contractor must assign one overall Project Manager who shall have complete and final responsibility for the Contractor. This individual shall have full authority and autonomy to act for the Contractor in **ALL** day-to-day matters relating to Contractor performance and shall work with the COR in the overall administration and management of the required services. The Project Manager shall act as the initial point of contact for technical matters pertaining to performance requirements. The Project Manager shall be physically present on site at the MMAC, except on legal federal holidays, during the hours of 8:00 a.m. through 4:30 p.m., Monday through Friday. The Contractor shall designate an individual(s) to act for the Project Manager when services are being performed at hours other than those listed above. A designee shall be named during all absences. The Contractor shall provide telephone and pager numbers of the Project Manager and alternate(s) where these persons may be contacted outside of normal duty hours. The Project Manager and any individual(s) designated to act for the Contractor shall have full authority to contractually commit the Contractor, and act without delay on matters pertaining to execution of the contract. The Project Manager shall have four (4) years management experience in facility protection at a level commensurate with the scope of work of this contract. In addition, the supervisor must meet the Contract Guard Requirements as set forth in section C.3.19 in this contract. This Project Manager must be satisfactory to the CO and SSE.

C.2.7 Contractor Guard Project Manager Responsibilities

The Contractor Project Manager shall be available at all times to receive and implement orders or special instructions from the COTR concerning matters which affect the operation, protection and/or security of assigned areas.

The Project Manager shall not hold the position of an on-duty guard except in emergencies. In emergencies, the Project Manager may staff the post not to exceed three hours in any consecutive eight-hour period.

The Project Manager shall:

1. Exercise individual judgment as to staffing, scheduling and utilizing guard personnel.

2. Provide to the COTR a current list of available guards. This list will consist of individuals who meet all the special provisions provided for in these specifications. The Contractor will be responsible for maintaining this list with current information and will supply the COTR with a new list whenever changes occur.

3. Exercise supervisory responsibilities over the operation of guard force to ensure that the required services are provided on a consistent and continuous basis.

4. Serve as the contact point between the Contractor and the COTR/FSC. The Project Manager shall receive and handle all instructions from the COTR/FSC and ensure they are properly implemented by the guard force.

5. Receive complaints regarding violations of guard instructions and initiate corrective action.

6. Conduct an FAA approved security orientation on individual conduct and responsibility for contract personnel prior to their duty assignments. Each employee's initial orientation will be documented and signed by the employee and supervisor. A copy shall be forwarded to the CO and COTR.

7. Inspect each guard post no less than three (3) times each calendar week to observe their conduct from the standpoint of efficiency, conduct and compliance with the Facility Guard Manual, guard orders and other applicable regulations and instructions. In making the required supervisory inspection, the Contractor shall determine at a minimum that the guard is in full uniform when carrying out the duties and responsibilities of the FAA contract. The inspection shall ensure that the overall appearance and demeanor of the guard promulgates professionalism, not only during the actual inspection but also throughout the assigned shift. The Contractor shall ensure that all results of observations are kept in a guard log.

8. Conduct unannounced site inspection between the hours 6:00 p.m. to 5:00 a.m. of each shift totaling at least 16 hours per month and will provide a written report to the COR of the conditions or deficiencies and action to be taken. The COTR may determine specific inspection times, as required. The date and time of Project Manager visit shall be noted in the FAA contract guard log.

When inspecting the guard employees, the Project Manager shall ensure that:

1. A current copy of the regulations and instructions pertaining to the guard post, the guard manual and guard orders are immediately available at each post of duty.

2. Each guard has studied the orders and regulations and is thoroughly familiar with them.

3. Each guard must comply with the orders and regulations at all times.

C.2.8 Actions to be Taken by the Contract Guard Management

The Project Manager /shift supervisor, upon notification that a firearm has been discharged, shall take the following actions:

1. Ensure that action has been taken to notify the appropriate authorities if a fatality, injury, or damage to private property occurs,

2. Request medical aid, if needed.

3. Notify the FSC/SSE/COTR by the most expeditious means available and provide a written follow-up report of the incident within 24-hours.

C.2.9 Contractor Guard Shift Supervisor

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of supervisory experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract. ***3/7/01***

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal "guardmount" at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements.

C.2.10 Site Specific Supervisors (Screening Facility and MMAC Visitor Center)

The Contractor shall assign one (1) Site Specific Supervisor per working shift for the Screening Facility and MMAC Visitor Center. These individuals shall have responsibility for the designated period and/or shift. Site Specific Supervisors shall report to the Contractor Guard Shift Supervisor and/or Project Manager. Site Specific Supervisors shall have two (2) years of guard experience with six (6) months of supervisory experience in facility protection at a level equivalent with the scope of work of this contract. This is a full-time temporary position. Services for this position may be discontinued with a two-week notice. ***11/16/01***

C.2.11 Contractor Guard Pass and Identification Personnel

Pass & ID personnel shall have experience with Best locking systems, combinating cores, removal and installation of locking hardware, making keys, access card security system, including upgrading and downgrading codes for access cards, changing status levels and time zones for access cards, and data entry in a computerized identification media system.

C.2.12 Contractor Guard Dispatcher Officer

Dispatcher Officers shall have a minimum of two (2) years experience in facility protection at a level commensurate with the scope of work of this contract; in addition to one (1) year experience operating and administering computer based programs dealing with building intrusion and fire detection systems.

C.2.13 Contractor Guard Patrol/Post Officer

Patrol officers shall have a minimum of one (1) year experience in facility protection at a level commensurate with the scope of work of this contract.

C.2.14 Secretary II

Performs varied clerical and secretarial duties requiring knowledge of office routine and an understanding of the organizations, programs, and procedures related to the security functions. This is a full-time temporary position. Services for this position may be discontinued with a two-week notice. ***11/16/01***

C.2.15 Security Guard Force

All Contractor security guard personnel shall meet the requirements of *FAA Order 1600.69A, FAA Facility Security Management Program.* All security guard personnel must be fully capable of reading, writing, understanding, and speaking common English. All personnel shall be U.S. Citizens.

C.2.16 Specific Personnel Qualifications

The Contractor shall provide qualified security guard personnel as needed to meet requirements of the SOW. The Contractor shall provide for all training to meet requirements of the SOW unless otherwise specified herein or as otherwise approved by the COR. Qualification training records shall be maintained for each employee.

C.2.17 Qualification Review

The Contractor shall present all pertinent qualification credentials to the CO and/or COR for subsequent review, in accordance with *FAA Order 1600.69A, FAA Facility Security Management Program.* The Contractor shall obtain approval from the CO and/or COR as to acceptance of all Contractor nominated supervisory and security guard personnel for positions in this contract.

C.2.18 Restrictions on Employee Activity

Contractor employees shall conduct only activities covered by this SOW while on Government premises. Contractor employees shall not discuss information obtained in the performance of work with unauthorized personnel.

C.2.19 Identification

Each Contractor employee shall conspicuously display approved DOT/FAA identification media in accordance with the contract and SOW.

C.2.20 Contractor Employee Compliance with Regulations

The Contractor shall ensure that all Contractor employees observe and comply with all local and FAA policies, regulations, and procedures. Applicable DOT/FAA Orders are listed in Technical Exhibit One. All Contractor employees shall cooperate fully with federal investigations in any and all matters.

C.2.21 Monthly Personnel Reporting Requirements

The Contractor shall provide to the COR on a monthly basis, the names, work shifts, job titles, hiring dates, and termination dates, in alphabetical sequence, of all persons who were in the Contractor's employ the previous month. These reports are due no later than the 5th day of each month.

C.2.22 Data Security Systems

Data security shall be provided via office and terminal restrictions. The Contractor shall be responsible for monitoring and controlling access to those Contractor personnel authorized to operate these data systems. Any password assignments shall only be used by authorized Contractor personnel and all passwords shall be provided to the COR. Specific systems and databases involved are Access Gold and ACSMS.

C.2.23 Stolen, Missing, or Damaged Government Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged Government property to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination that the item(s) is stolen, missing or damaged. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of Government property.

C.2.24 Stolen, Missing, or Damaged Personal Property

The Contractor shall report all suspected stolen, missing, or intentionally damaged personally owned property which is determined to be missing, stolen, or intentionally damaged while on or in Government facilities to the COR and the Servicing Security Element using AC Form 1600-5. The report shall be made within one workday of determination. The Contractor shall cooperate with any Government investigation or surveys relating to the disposition or status of personal property on or in Government facilities.

C.2.25 Applicable Documents/Forms

The Contractor shall have available for use, the documents listed in Technical Exhibit One and forms listed in Technical Exhibit Two. All referenced Federal laws, codes, directives, and instructions in effect at time of solicitation shall be considered mandatory regulations as applicable to the service to be performed. Mandatory regulations are considered those regulations that are required to perform the required SOW services.

C.2.26 Revision Without Cost Increase

All revisions to mandatory regulations which do not result in an increase in costs, as determined jointly by the CO and/or COR and the Contractor, shall be implemented within five working days of the Contractor's receipt of the revision.

C.2.27 Required Forms

The Contractor will stock the forms listed in Technical Exhibit Two that are required for the performance of this SOW. The official use of these forms are required unless the COR determines that they may be disposed of or altered. The Contractor is required to notify the COTR immediately upon reaching the reorder point for each form.

C.3 Statement of Work

The Contractor shall furnish all labor, supervision, materials, equipment, transportation, and management necessary to provide guard services in accordance with the stated requirements, except the Government Furnished Properties specified in Technical Exhibit Two. The Contractor shall implement all necessary scheduling, personnel, and equipment control procedures to ensure timely accomplishment of all guard service requirements.

C.3.1 Contractor Management

The Contractor shall manage the total work effort associated with the guard services required herein to assure fully adequate and timely completion of these services. Included in this function will be a full range of management duties including, but not limited to, planning, scheduling, report preparation, establishing and maintaining records, and quality control. The Contractor shall provide an adequate, qualified staff of guard personnel with the necessary management expertise to assure the performance of the work in accordance with sound and efficient management practices.

C 3.2 Contractor Supervisor Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Supervisor Guard Manual to each contract guard supervisor assigned to duty at the FAA facility. The manual shall contain the basic guidance issued by the Contractor to their supervisory employees concerning matters of discipline, inspections, management practices, and overall supervisory authority on this contract. The supervisor is additionally responsible for compliance to the Contractor Guard Manual. The Supervisor Guard Manual shall be coordinated with and approved by the COTR and the SSE before issuance.

Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Supervisor Guard Manual for review. The FAA will review and approve this document within fifteen (15) calendar days of receipt. The Contractor shall furnish, within fifteen (15) calendar days of FAA approval, one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Supervisor Guard Manual shall be approved by the COTR/SSE before issuance. The manual shall be reviewed by COTR and SSE annually and updated as required.

C.3.3 Guard Staffing Requirements

The Contractor shall provide all security guard service required to accomplish activities listed in this contract for the MMAC. The MMAC is leased property, which consists of approximately 1,000 acres. The property extends north to SW 59th Street, south to SW 89th Street, east to flight line (AOA) and west to Rockwell AVE. Additional leased facilities may be added at a later date. A two week notice of intent to discontinue service will be given on leased facilities. A layout of the leased area is provided as Technical Exhibit Five.

All security guard services shall be performed in accordance with the standards presented in Technical Exhibit Three, Performance Requirements Summary. The specific security guard services are defined in the following functional areas:

Surveillance, Patrol and Fixed Post C.3.4
Access Control C.3.5
Staff and Maintain Dispatcher Office C.3.6
Staff and Maintain Identification Processing Office C.3.7
Fire Detection and Intrusion Alarm System Control C.3.8
Parking and Traffic Control C.3.9
Response to Emergency Situations C.3.10
Transportation or Escort of Government Funds C.3.11
Data and/or Reports C.3.12

Security guard services performed IAW the SOW are protective and preventive in nature. Emphasis must always be on protection of property and personnel by engaging a system of **consistent** preventive measures and administrative requirements. The Contractor shall implement security systems and procedures IAW Aeronautical Center and FAA Orders and regulations. Security guard services performed under the SOW are generally restricted to Government-leased property within the area described above; however, the Contractor may be required to assist with emergencies occurring on non-leased property adjacent to and within the MMAC which could affect operations at the MMAC. Because of the MMAC relationship to the City of Oklahoma City, both operationally and geographically, the Contractor should maintain a close working relationship with certain Oklahoma City departments. These include Police and Fire Departments, Department of Airports, Oklahoma City Airport Trust, Street and Traffic Control, Safety, Civil Defense, and Federal Transfer Center personnel.

The Contractor shall be responsible for the **consistent** performance and professional behavior of security guard services as identified by the SOW. Security procedures and functions are also outlined in Technical Exhibit Three.

C.3.4 Surveillance, Patrol and Fixed Post

The Contractor shall provide surveillance and patrol, 24 hours per day, 7 days per week (exceptions are noted) as follows:

1. Monitor via CCTV and conduct spot checks of vehicle and personnel access to the AOA flight line at Gate 12 and Gate 13. Spot check ramp permits, vehicle license tags, ID media, etc.

3. Maintain guard posts at the north, east, west and gate 20 entrances of the FAALC Warehouse building. Security guards shall be stationed at the north and east guard posts daily from 5:30 a.m. through 6:30 p.m. and gate 20 post from 08:00 a.m. through ***6:30*** p.m. weekdays, except federal holidays. Security guards shall be stationed at the west guard post 24 hours, 7 days a week. FAALC post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the FAALC as directed by the COR. ***4/14/03***

3. Maintain guard post at (FAALC leased facility) Thomas Road Warehouse, located at S.W. 36th Street and South Thomas Road. Security guards shall be on station 24 hours, 7 days a week. Post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation and conducting exterior perimeter checks of the TRW as directed by the COR.

4. Security guard service at FAALC north post, gate 20 and TRW are full-time temporary positions. Services for these positions may be discontinued with a two-week notice.

5. During the hours of 7:00 a.m. through 3:00 p.m., Monday through Friday, except federal holidays, maintain patrol activities, using Contractor furnished vehicles, around the MMAC by dividing the center into two distinct patrol areas. One area is east of MacArthur Blvd. and the other area is west of MacArthur Blvd. Patrol activities must be accomplished by vehicle patrol. Four vehicles are required to accomplish this function. When required for short periods of time, fixed post units may be utilized to assist the dispatcher's office, perform funds transfer, fill out accident reports, etc.

6. Maintain guard posts at the north and south entrances of MacArthur Boulevard. The north entrance will be open 24-hours a day, seven days a week. The south entrance will be open 5:30 a.m. to 6:30 p.m., Monday through Friday excluding Federal holidays. When the south posts are secured these patrol units will maintain patrol activities around the MMAC. Requirements of the security guards include checking vehicle identification media, checking identification media, issuing vehicle parking permits, issuing visitor badges and conducting position media identification checks as directed.

7. During the hours 7:00 a.m. through 3:00 p.m. Saturday, Sunday and federal holidays, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time frame.

8. During the hours of 3:00 p.m. through 7:00 a.m., seven days per week, maintain vehicle patrol activities around the MMAC by dividing the center into two distinct patrol areas as described above. Four patrol units are required for surveillance and patrol during this time period. Patrol of these two areas shall be accomplished by patrol vehicle. Security guard personnel shall patrol the high usage, high activity areas at a minimum of once per hour. The remote areas shall be checked a minimum of twice per shift. When necessary, the patrol unit from the east side of MacArthur Blvd. can be used to assist the dispatcher office, make safe checks, respond to emergencies, etc.

9. During the hours of 8:00 a.m. through 4:00 p.m., Monday through Friday, except federal holidays, maintain one (1) foot patrol. Foot patrol may be utilized to assist the dispatch office, to perform special function or work assignments and other such duties deemed necessary by the FAA.

10. Safe checks are usually scheduled between 5:00 p.m. and 8:00 p.m. daily. All designated security containers located in the various MMAC buildings must be checked to ensure their secure condition.

11. The level of surveillance and patrol shall be sufficient to effectively deter unauthorized use of Government property, theft, vandalism, sabotage, etc. All security guard surveillance and patrol personnel shall be alert to and report fire and safety hazards, perform duties outlined in MMAC contingency plans for bomb threats, demonstrations, unlawful strikes or gatherings, and emergency readiness. Requirements include crowd control, building access control, and assisting search procedures.

12. All security guard personnel shall prepare Security Irregularity Record, AC Form 1600.26, concerning all violations of Federal, State, or local laws and FAA regulations, which they observe. These reports shall be submitted to the COTR, FSC and SSE.

13. Security guards shall assist stranded or lost motorists and pedestrians as appropriate and when such assistance does not diminish or interfere with the security of the MMAC.

14. *Maintain guard post at the north and east entrance of the Technical Support Facility. Security guards shall be on station from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. TSF post requirements include checking identification media, issuing FAALC visitor badges, requesting escorts from FAALC personnel, checking packages, and checking property removal documentation. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***2/21/01***

15. *MMAC Visitor Center. Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking vehicle identification media, checking personnel identification media, issuing parking permits issuing visitor badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. Contacting MMAC Organizations in order to provided escort services for personnel. Providing vehicle escort services for other MMAC organization functions in support of official Government business. Conducting visual inspections of POV's and/or verifying manifest for commercial deliveries to the MMAC. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***07/08/02***

16. FAA Commercial Vehicle and Construction Processing Center. ***(Screening Facility)*** *Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking commercial vehicles identification media, checking personnel identification media, conducting visual inspections of POV's and/or verifying manifest for commercial deliveries to the MMAC, issuing visitors parking perkings, issuing visitor identification badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. Providing vehicle escort services for other MMAC organization functions in support of official Government business. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***07/08/02***

17. *VTD Guard Station. Working hours will be from 5:30 a.m. through 6:30 p.m., Monday through Friday, except for Federal holidays. Requirements of the security guards include checking vehicle identification media, checking personnel identification media, issuing visitors parking permits, issuing visitor badges and conducting positions identification checks as required. Maintaining DOT/FAA visitor Register, FAA Form 1600-8. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

18. *FAA Commercial Vehicle and Construction Processing Center* ***(Screening Facility)*** *working hours will be from 7:00 a.m. through 3:30 p.m. Monday through Friday, except for Federal holidays. Requirements for the security guards will be to conduct visual checks of all parcels and packages to determine if there is a viable threat to the MMAC. The parcels will vary in size and shape and will weigh up to 75 lbs. All security guards shall be trained by U.S. Postal Service or an authorized and certified inspector tainer for an inspection process for all incoming parcels and mail. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

19. *MMAC Visitor Center. Data Processing Officer. Working hours will be 8:00 a.m. to 4:30p.m., Monday through Friday, except for Federal holidays. Consolidate and entry all vehicle and personnel data/information from the DOT/FAA Visitor Register, FAA Form 1600-8, from all entrance post utilizing the (ACSMS) computer base program. The security officer shall have one (1) year experience using Microsoft Office Software and must be able to type 40 words per minute. This post is a full-time temporary position. Services for this position may be discontinued with a two-week notice.* ***11/16/01***

C.3.5 Access Control

The Contractor is responsible for the daily securing/locking of doors. This requirement normally is accomplished between 4:30 p.m. and 6:30 p.m. Approximately 300 doors and 24 gates shall be checked and secured if found unlocked. All doors and gates will be checked at least twice per shift, except 7:00 a.m. through 6:00 p.m., excluding federal holidays. The Contractor must ensure that all designated doors and gates are unlocked at their assigned times. The schedule for locking and unlocking shall be approved by the SSE. The Contractor shall comply with any changes to the established schedule forwarded by the COTR.

C.3.6 Staff and Maintain Dispatcher Office

The Dispatcher Office is the control point for security guard activity. It is the focal point for all coordination and communications and shall be operated 24 hours per day, 7 days a week, without exception. Duties of the Dispatcher Office include maintenance of visitor register, monitoring intrusion and fire detection alarms, dispatching patrols to the site of all alarms for investigation, monitoring card access systems and CCTV systems, and serve as information center to all visitors and/or employees.

C.3.7 Staff and Maintain Identification Processing Office

The Contractor shall staff the Identification Processing Office with three security guard personnel. The personnel selected shall be approved by the COR. The Identification Processing Office shall be open 7:00 a.m. through 4:30 p.m. Monday through Friday, excluding federal holidays. One security guard shall be in the Identification Processing Office at the above times. Requirements of the office are as follows:

1. Make and issue keys, maintain records relating to control and issuance of keys, install remove and combinate cores, and maintain records relating to control, use and locations of cores.

2. Prepare official identification media by utilizing computer based digital identification system combined with the ACSMS and Access Gold programs.

3. Register and issue vehicle decals and process temporary Visitor Parking Permits, AC form 1600-44.

4. Take Government employee and Contractor fingerprints and complete fingerprint cards for the SSE. All cards shall be completed within three days of the date the fingerprints were taken.

5. Maintain current inventories of unused identification keycard badges, cores and keys.

6. Consolidate and enter data in the Access Gold program for building intrusion, update building lock and unlock schedule, and provide appropriate notification to Project Manager and/or printouts to the dispatcher.

7. Update and maintain current personnel security records for keycard badge system, metal keys and vehicle identification.

C.3.8 Fire Detection and Intrusion Alarm System Control

The Contractor shall ensure that all alarms are activated and operable according to schedules, which normally coincides with locking and unlocking schedules. Security guard personnel shall respond to all alarms and take action as required to ensure security and protection of Government property and/or equipment including providing escort for fire fighting equipment dispatched from both the Airport or Oklahoma City Fire Departments to the MMAC. The dispatcher is responsible for notification to CCMS operator, as appropriate, of any malfunctions or false alarms for repairs and/or resetting of devices in accordance with procedures approved by the COR.

C.3.9 Parking and Traffic Control

The Contractor shall enforce parking and traffic regulations IAW appropriate orders and regulations listed in Technical Exhibit One. When necessary, citations for violations can be issued as part of the enforcement program. As required security guard personnel will direct traffic on access roads and at intersections internal to MMAC leased property, check parking lots for unauthorized vehicles, assist visitors with directions and other problems as appropriate, and conduct specialized studies and surveys as requested by COR.

C.3.10 Response to Emergency Situations

Published emergency telephone numbers are connected to equipment in the Dispatcher's Office. The security guard dispatcher is responsible for answering these telephones. In a medical emergency, the dispatcher will obtain the necessary information and dispatch a patrol unit to the appropriate location. If necessary, the patrol unit will administer first-aid and request assistance from the Airport Fire Department Rescue Squad and/or ambulance service as required. The dispatcher shall advise if the emergency is for a coronary situation. Upon receiving a request for ambulance service the dispatcher will obtain the person's name, organization, and telephone extension. If there is a fire or any other type emergency, the dispatcher will obtain all available information and initiate appropriate action necessary to eliminate the emergency. The Contractor shall notify the COR any time emergency conditions and/or vehicles are at the MMAC.

C.3.11 Transportation or Escort of Government Funds

When requested the Contractor shall provide escort services for Government fund transactions between Government offices and/or buildings and the FAA Credit Union. Security guard personnel serving as escorts shall proceed directly from the office in which the Government funds are obtained and proceed directly to the specified depository. While transporting Government funds, security guard personnel shall not respond to any other requirement until delivery of the funds to the appropriate depositor has been accomplished.

C.3.12 Data and/or Reports

The Contractor shall submit to the COR a monthly status report of all work accomplished during each month of contract performance. Information contained in the report shall include, but is not limited to, difficulties encountered and solutions thereto, anticipated problems which may affect the progress of work, difficulties involving personnel, cost, etc., and a brief statement of any significant change which is planned in the course of the work. The report shall be in a narrative form, brief and informational in content, and shall be submitted in reproducible original and two copies by the 5th working day of the month following the reporting period.

The Contractor shall compile and maintain, or submit as scheduled to the COR, unless otherwise indicated, reports as follows:

a. Monthly Parking/Traffic Citation Report	Submit Monthly
b. Radio Dispatcher Log (AC Form 1600.25)	Maintain for Two Years
c. Security Irregularity Record (AC Form 1600.26)	Submit Daily
d. Vehicle Registration Log	Maintain Permanently
e. Keycard Badge Ledger	Maintain Permanently
f. Security Activity Report (AC Form 1600.37)	Submit Monthly
g. Parking/Traffic Notice of Violation (AC Form 1600.1)	Maintain Completed and Pending Notices, and Furnish Monthly Summary Reports
h. Visitor Register (FAA Form 1600.8)	Submit Monthly and Maintain for Two Years
i. Property Removal Record (FAA Form 4650.2)	Submit Monthly to AML-10
j. Training Report	Submit Monthly
k. After Hours Check Report	Submit Monthly
l. Personnel Status Report containing (1) Name of Security Guard (2) Expiration Date of Medical Examination (3) Expiration Date of Firearm Qualification (4) Expiration Date of First Aid Qualification (5) Expiration Date of CPR Qualification (6) Expiration Date of Commission/Deputization	Submit Monthly
m. Permanent and Temporary Handicapped Parking Requests and Assignments	Submit Weekly and Maintain Permanently
n. Drug Free Certification	Submit Annually
o. Motor vehicle count coming onto the MMAC	Submit Daily
p. Security Duty Roster	Submit Daily

The Contractor shall keep two picture folders of current security guard personnel updated at all times. One folder shall be provided to the COR and the other folder will be located in the Project Manager's office. In addition, a picture folder of terminated security guard personnel, located in the SSE office shall be updated and kept current by the Contractor.

The Project Manager shall develop, write, and keep updated specific guidelines, general orders, special orders, and temporary orders for each patrol unit and/or guard position and submit to the CO and/or COR by November 1, of each year. Such documents shall be amended, corrected, or changed as deemed necessary by the COR.

C.3.13 Recall System

The Contractor shall provide an employee recall system with the capability of contacting and recalling off duty personnel up to four (4) per shift. Personnel shall be on-site within one (1) hour of the Contractor's receipt of the COR recall authorization. Situations which may result in recalls include riots, civil disturbances, or other large gatherings of people where, in the opinion of the COR/FSC/SSE, a threat exists to life and property.

C.3.14 Contract Guard Requirements and Qualifications

The Contract guards shall be armed, organized, trained, and equipped to perform functions in support of the FAA Facility Security Management Program for the protection of personnel, assets, and facilities. The authority of guards varies in accordance with the location and ownership of the facility concerned and applicable local, state, and federal laws. The following basic qualifications shall apply to all individuals employed or being considered for employment as a guard under this contract.

C.3.15 Citizenship

The Contractor shall utilize, without exception, United States citizens for the performance of this contract. The Contractor shall be wholly United States owned and operated.

C.3.16 Personal Traits

The Contractor shall ensure guards assigned to duties under this contract will be expected to:

1. Exercise good judgment.
2. Interact with people in a positive manner.
3. Maintain a high level of performance.
4. Input security related data in security computer systems.

C.3.17 Education Experience

Guard personnel shall, as a minimum, possess a high school education diploma or General Equivalency Diploma (GED) certificate, have two (2) years of experience for armed guards and one (1) year of experience for unarmed guards, demonstrating the ability to: ***07/08/02***

1. *Meet and deal with the general public.*
2. *Read, understand, and apply printed rules, detailed orders, instructions and training material.*
3. *Construct and write clear, concise, accurate and detailed reports.*
4. *Maintain poise and self-control under stress.*

C.3.18 Writing and Communication Skills

The Contractor shall certify in writing to the CO/COTR that each guard is fluent in speaking, reading, writing, and understanding written reports, orders, guidelines, and instructions in English and is able to write official reports in English that are grammatically correct and technically accurate.

C.3.19 Physical Exam/Drug Test

The Contractor shall ensure that each guard receives a physical examination and drug test. Each test shall be completed 30 days prior to any guard assuming duties under this contract.

The Contractor drug testing shall certify in writing to the CO/COTR prior to any guard assuming duties under this contract, and every year thereafter, positive evidence that the guard has passed a mandatory drug test, examined by a licensed medical doctor, and determined to be physically fit to perform the normal duty functions of a guard. In addition to the requirements stated herein, the examination shall cover, as a minimum, the following:

1. An evaluation as to whether the individual is in good general health, without any physical defects or abnormalities which would interfere with job performance.

2. A determination that the individual is free of any communicable disease.

3. A determination that the individual possesses binocular vision correctable to 20/30 (Snellen) and is not color blind.

4. A test of hearing capability to determine if the individual is able to hear normal conversation at 20 feet and whispered conversation at 10 feet without the benefit of a hearing aid.

5. Inoculation for immunizations to include Hepatitis A and B.

(NOTE: If state or local medical qualification standards for security officers are more stringent than those indicated above, the state and local standards shall apply.)

C.3.20 Physical Fitness Report

Before assuming duties, the Contractor shall certify in writing to the CO/COTR, each guard has been medically examined and determined to satisfactorily meet the medical qualification requirements. These requirements shall apply to both the initial medical certification prior to beginning employment and for required annual medical certifications, thereafter. The certification shall be submitted to the CO /COTR no less than 15 days prior to beginning on duty. The results of a mandatory drug test/screening test shall be part of the annual physical fitness report.

C.3.21 Age Qualifications

The Contractor shall ensure that at the time of employment, each guard is at least 21 years of age.

C.3.22 Physical Condition

The Contractor shall ensure that each guard shall be in good physical condition, be able to protect themselves and others, and withstand sudden emotional stress and physical exertion in apprehension of suspects and violators. Pursuit may be on foot, requiring running, jumping, climbing, and/or crawling, followed by physical contact to overpower the violator, as necessary.

C.3.23 Other Physical Requirements

The Contractor shall ensure that an individual who has been incapacitated due to serious illness, injury, disease, or surgery/operation, which could interfere with the effective performance of assigned duties shall, prior to resumption of such duties, provide medical evidence of recovery and ability to perform.

C.3.24 Medications (Prescribed, Non-Prescribed, Intoxicants)

The Contractor shall ensure that no Contract Guard or Contractor employee will possess, sell, consume, or be under the influence of medications, intoxicants, drugs, or substances, which produce similar intoxicating effects while on duty. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply.

The Contractor shall comply with 14 Code of Federal Regulation, Part 91, Section 17, Alcohol or Drugs.

C.3.25 Random Drug and Alcohol Testing

Contractor shall conduct random drug and alcohol testing on all guards working on this contract, and submit results to the CO and COTR.

C.3.26 Standards of Conduct

The Contractor shall maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and for taking such disciplinary action against employees as necessary. Each Contractor employee is expected to adhere to standards of conduct that reflect credit upon themselves, their employer, the FAA, and the Federal Government. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract for failure to comply with the standards of conduct. The Contractor shall initiate immediate action to replace such an employee to maintain continuity of services at no additional cost to the Government.

C.3.27 Disorderly Conduct

Disorderly conduct, use of abusive or offensive language, quarreling, intimidation by words, actions, or fighting shall not be condoned. Also included is participation in disruptive activities, which interfere with normal and efficient Government operations. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply with the Disorderly Conduct clause.

C.3.28 Neglect of Duties

The Contractor's neglect of duties shall not be condoned. This includes, but is not limited to, sleeping on duty, intoxication, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours, and refusing to render assistance or cooperate in upholding the integrity of the work site security. The Government reserves the right to direct the Contractor to remove an employee from the work site and/or this contract.

C.3.29 Bonds

The Contractor shall provide all official bonds required, and pay all fees or costs involved or related to the authorization for the arming of all employees engaged in providing services specified under this contract.

C.3.30 State and Local Licenses

The Contractor shall ensure all Contractor guard personnel are licensed by the State of Oklahoma as required by the Oklahoma Security Guard and Private Investigator Act, and all other applicable local, State and Federal laws and regulations.

C.3.31 Authority and Jurisdiction

The authority of Contractor personnel to detain and/or make arrests shall be that of private citizens as defined by the laws of the state(s) in which performance takes place; and each member of the guard force shall be under a duty by virtue of his/her employment under this

contract to exercise that authority in the manner directed by this contract, including the Guard Manual. The guard force shall be familiar with and comply with the limits of the jurisdiction defined in the Guard Manual.

C.3.32 Records and Reports

The Contractor shall maintain records and prepare reports as set forth in section C.3.12, Data and/or Reports. A copy of all reports shall be maintained on-site and available for inspection by the Government at all times.

C.3.33 Investigations

Periodically, the Contractor may be required to make written and oral statements to the Servicing Security Element, the Federal Bureau of Investigation, or other agencies due to the nature of a particular incident. Any written statements provided shall be considered a report under the terms of the contract.

C.3.34 Criminal Actions

Contractor employees may be subject to criminal actions as defined by Title 18 United States Code and any other applicable law. These include, but are not limited to:

1. Falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records.

2. Unauthorized use of Government property, theft, vandalism, or immoral conduct.

3. Unethical or improper use of official authority or credentials.

4. Misuse of weapons.

5. Security violations.

C.3.35 Daily Work Schedule

The Contractor shall provide a daily work schedule, which indicates specific hours of the day that each post will be staffed, the guard's name and the number of personnel per post. Other known requirements, such as scheduled escort services, scheduled courier services, and scheduled fire/evacuation drills shall also be shown on the schedule. The Contractor shall submit this work schedule to the COTR daily prior to the beginning of each day. COTR shall be notified of any changes to the daily work schedule.

C.3.36 Contractor Pre-Employment Investigation

The Contractor shall be required to certify in writing to the CO that each guard has successfully passed a pre-employment suitability investigation in accordance with *FAA Order 1600.69A,*

FAA Facility Security Management Program, before the guard is assigned to the FAA facility.

The Contractor shall be required to conduct or have conducted a suitability investigation for each individual. The investigation shall include the following:

1. Search of police files in the area of residence.
2. Inquiries of former employers for a period of 5 years.
3. Information that may reflect on the suitability of the guard to perform security duties under this contract.

The Contractor shall provide the results of the investigative reports for each guard to the CO not later than 10 days prior to beginning duty.

C.3.37 Personnel and Industrial Security Requirements

All guard Contractor personnel shall be subject to a personnel security investigation. The Contractor shall submit completed applications for this background investigation to the CO not later than 10 days prior to beginning duty as a FAA contract guard. FAA Order 1600.1 Personnel Security Program, Appendix 9, Investigating Contractor Employees, provides FAA policy relating to personnel and industrial security requirements.

In order to protect the security interests of the government, and those transportation industry activities releasing proprietary information to the FAA, all Contractor employees assigned to perform service under this contract will, as a minimum, be the subject of a favorably adjudicated personnel security investigation.

Investigations will be accomplished through the FAA at no cost to the Contractor. The CO shall obtain an original Standard Form 85P, Questionnaire for Public Trust Positions, and one Standard Form FD-258, Fingerprint Cards, for each required check. The Contractor employee must date and sign both copies of the Standard Form 85P. The completed forms are submitted to the SSE at least 10 days prior to reporting for duty. The CO shall maintain copies of the guards facility clearance and investigations on file.

C.3.38 Employment of Government Personnel

The Contractor shall not hire off-duty Government employees whose employment would result in a conflict with Office of Personnel Management (OPM), Department of Transportation (DOT)/FAA Regulations, and any other Federal Code.

C.3.39 Convictions

C.3.39.1 Felony Convictions

The Contractor employee shall have no felony convictions and no convictions that reflect on the individual's suitability. Requirements for this contract may fall under other FAA Regulations prohibiting employment. Where contracts require access to airport operations areas the Contractor will comply with the Federal Aviation Regulation, part 107.

C.3.39.2 Misdemeanor Convictions

The Contractor shall ensure that all armed and unarmed guards working on this contract are in compliance with the Lautenberg Amendment. ***07/08/02***

C.4 Government-Furnished Property and Services

The Government will provide, without cost to the Contractor, the property and services indicated below. The Government-furnished property and services provided as part of this contract shall be used by the Contractor only to perform services under the terms of this contract.

C.4.1 Equipment and Installed Property

The Contractor will obtain from the Government the equipment and installed property identified in Technical Exhibit Three. The GFE shall not be removed from the MMAC without prior written consent from the COR. GFE shall be managed and accounted for in accordance with the Government property clause of this contract.

C.4.2 Facilities

The Contractor shall utilize the office, dispatch, and Pass & ID office space in the Headquarters Building, guard stations at FAALC Gate 20, entrances to the MMAC, and TRW entrance. No alteration to the facilities shall be made by the Contractor without specific written permission from the COR.

C.4.3 Government-Furnished Material

The Contractor will be furnished materials to perform the services identified in this SOW as identified in Technical Exhibit Three. These materials shall be jointly inventoried at the start of the phase-in period by the Contractor and Government representative.

C.4.4 Other Government-Furnished Documents and Forms

Government forms, regulations, directives, and computer paper will be furnished to the Contractor. Initial supply of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements, and submit them to the COR.

C.4.5 Property Control Procedures

The Contractor shall conform to the requirements of FAR Part 45.5 concerning management of Government-furnished property. The Contractor is directly responsible and accountable for all Government property in his possession during performance of this contract. Adequate property control records must be maintained by the Contractor's property control manager. The Contractor shall prepare and submit draft property control procedures to the COR within 30 days after award of the contract. These procedures must be approved by the COR pursuant to the terms of the contract.

C.4.6 Initial Government-Furnished Property Inventory

Not later than 30 working days prior to start of the performance period, the Contractor and a Government representative shall conduct a joint inventory for Government-furnished property addressed in Technical Exhibit Three. The Contractor shall provide a receipt for property provided by the Government. The Contractor and Government representative shall jointly determine the working order and condition of the equipment. Items of property missing or not in working order shall be reported to the COR immediately upon completion of the initial inventory. The Government will replace or repair any missing or defective Government-furnished property necessary for accomplishment of services required by the SOW. The COR will provide disposition instructions for items beyond repair. The Contractor and COR shall certify their agreement on working order and discrepancies in a written report. If the Contractor does not participate in the inventory, the Contractor must accept, as accurate, the listing and stated condition of equipment provided by the Government.

C.4.7 Annual Inventory

The Contractor shall inventory all material and equipment, identified in Technical Exhibit Three, at least once each year during the second quarter of the fiscal year. Since the FAA Property Administrator will normally participate in the inventories, the Contractor shall coordinate with the COR and/or FAA Property Administrator before taking an inventory. Throughout the performance period, the Contractor shall ensure that the equipment inventory listing is current, complete, and accurate.

C.4.8 Phase-Out Inventory of Government-Furnished Property

At completion of the performance period, a joint inventory of property shall be conducted by the Contractor and Government representative. The Contractor shall be liable for loss or damage to Government-furnished property beyond fair wear and tear in accordance with the clause of the contract entitled "Government-furnished Property". Compensation for replacement of lost property or property damaged beyond fair wear and tear shall be affected either by withholding amount owed to the Contractor or by direct payment by the Contractor; the method of compensation will be determined by the CO and/or COR. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost for repair, provided such amount does not exceed the replacement cost of equipment. For items lost or damaged beyond economical repair, the amount of Contractor's liability shall be the depreciated replacement value of the item. Determinations of economical repair and replacement values shall be provided by the CO and or COR. Any failure of the Contractor to agree with such determination shall be treated as a dispute over a question of fact pursuant to the contract clause entitled "Disputes".

C.4.9 Disposition of Property

When property is determined, by joint agreement between the Contractor and COR, to be beyond economical repair or becomes obsolete, the property will be returned to the Government in its entirety. Upon completion of the performance period, remaining Government property shall be returned to the Government.

C.4.10 Obtaining Additional Government-Furnished Equipment

The Contractor shall submit requests for additional Government-furnished equipment required in the performance of the contract. The Contractor shall submit such requests in writing to the COR.

C.4.11 Equipment Repair

The Contractor shall be liable for loss or damage to Government-furnished equipment beyond fair wear and tear in accordance with the terms of the contract. In the case of damaged property, the amount of compensation due the Government by the Contractor shall be the actual cost of repair. Failure of the parties to agree on repair costs shall be treated as a dispute under the "Disputes" clause of the contract.

C.4.12 Replacement of Equipment

The Government may replace, as required, GFE when due to fair wear and tear, and it is no longer usable for its intended purpose. The Contractor shall submit requests for replacement of GFE required for the performance of the SOW to the COR.

C.4.13 Unused Government-Furnished Equipment

The Contractor and the COR shall jointly inventory all GFE after 120 days from the phase-in period to identify all GFE not required for performance of the SOW. The Contractor shall release all unused GFE identified to the COR.

C.4.14 Damage Reports

In all instances where Government property or equipment are damaged by Contractor's employee, the Contractor shall provide a verbal report to the COR within 4-hours of occurrence. A complete typed original report shall be delivered to the COR within 24-hours of occurrence, explaining the circumstances of the accident and the extent of damage. Liability for loss or damage and cost for repair or replacement of Government property shall be governed by the terms of the contract.

C.4.15 Services

The Government will furnish the following services at no cost to the Contractor except as otherwise stated.

C.4.16 Utilities

Utilities (electricity, water, sewer, air conditioning and heat) shall be furnished to the Contractor without charge from existing outlets and supplies.

C.4.17 Telephone Services

The Government will provide existing local telephone services and telephone equipment to Contractor personnel necessary to accomplish work identified in this SOW. The Contractor shall use Government provided telephone service only for official Government business. The Government telephone service shall not be used for personal other business not related to this contract. Contractor personnel shall not relocate Government-furnished telephone equipment or in any way tamper with the telephone distribution system. The Contractor shall notify the COR when relocation, maintenance, or repair of telephones is required.

C.4.18 Real Property Maintenance

The Government will provide maintenance and repair of real property facilities.

C.4.19 Center Services

The Government will provide fire prevention and protection, inspection and maintenance of Government-furnished fire extinguishers and systems, pest control and janitorial services.

Government forms, regulations, directives, and computer paper will be furnished by the Government. Initial supplies of these items will be available at the phase-in period. The Contractor shall establish requirements for subsequent needs, prepare requisitions for such requirements and submit them to the COR.

C.5 Contractor Furnished Property

The contract requires that the Contractor shall provide employees all necessary equipment to perform their duties in a competent, capable, and efficient manner.

The Contractor shall make the following typical equipment available to guard personnel to perform normal functions: firearms, first aid kits, and high power flashlights, key control containers, and such other items as the FAA may deem necessary.

C.5.1 Firearms Equipment Requirements

Minimum firearms requirements include the following:

1. Only upon successful completion of the required firearms qualifications and compliance with certification requirements shall a firearm, by serial number, be furnished by the Contractor to each guard and supervisor for duty use at FAA facility. Only the weapon with which the guard has qualified shall be used. Personal weapons shall not be used.

2. Firearms shall only be a .38 caliber, 4" barrel, and standard police service type revolver. Other types of weapons loaded with .38 caliber ammunition will not be acceptable as a substitute. Firearms shall be of U.S. manufacture only.

3. Firearms maintenance shall be performed on a weekly basis or more frequently, if weather conditions require, to ensure optimum operating condition. The Contractor shall provide all needed cleaning supplies for this function.

4. Modifications to issued firearms are not permitted with the exception of handgrips and sights. Qualification must be performed with the alteration in place and not simply removed and added before and after each qualification.

5. The Contractor shall provide a list of serial numbers of firearms to be used or stored on the premises to the COTR prior to the performance date. This list shall be kept current.

6. The Contractor shall provide ammunition for authorized firearms. Each guard, entering on duty, including the on-site supervisor(s), shall be issued twelve (12) rounds of .38 caliber 125-grain hollow point ammunition. Six (6) rounds shall be used as a firearm load with six (6) rounds carried in a cartridge case. Ammunition shall be inspected and cleaned daily to ensure its safe and effective use. Ammunition shall be of U.S. manufacture only.

7. The Contractor shall provide 100 rounds of .38 caliber ammunition stored on site in an approved General Services Administration (GSA) container acceptable for storage and available to guards to accommodate emergencies and in the event additional services are ordered.

C.5.2 Uniforms

The Contractor shall furnish all security guard personnel (full and part-time) with appropriate uniforms including insignia of rank. All Contractor's personnel shall be in full and proper uniform while on duty. Each uniform shall consist of the following items and be in the weight indicated to the maximum extent possible, considering geographical and climatic conditions. The uniforms color(s) shall be the same as that in general use by large guard or police organizations in the United States. However, it must be distinctive, conservative, and maintain uniformity of appearance. Shoulder patches with Contractor identification and not larger than 4 ½ inches by 4 ½ inches shall be worn on the uniform's left shoulder. No other Contractor identification is to be worn or displayed on the uniform. Appropriate style and design of these items shall be provided for both male and female security guard personnel. The CO or COR shall have final approval as to acceptance or non-acceptance of the uniforms.

1. Winter Parka with removable hood or duty coat (1)-each
2. Lightweight jacket (bomber style) (1)-each
3. Trousers, un-cuffed, 6 to 9 oz 65% polyester and 35% cotton *
4. Cap, winter/summer regulation police or other acceptable to the COR;
5. Raincoat, nylon coated (jacket/overall with hood) (1-each)
6. Overshoes (1-pair);
7. Gloves, black leather and lined (1-pair);
8. Belt, Sam Brown, with holster, nylon web (1-each);
9. Safety vest (bright fluorescent orange) Title (Security) (12-total);
10. Shirts, poplin, long sleeve for winter and short sleeve for summer.
11. Neckties clip on type (3-each)
12. Security Guard badges with individual serial numbers, which identifies all personnel as Contractor's security guard personnel (1-each for hat, shirt, and coat).
13. *Subzero clothing (jacket/overall with hood) (color black) (7–total);* ***11/16/01***
14. Peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon web case (1-set each); ***1/02/01***
15. *Work boots and/or shoes – (color black) not to exceed $75.00 per year* ***11/16/01***
16. *Subzero clothing (Insulated Overalls) - (color black) (10-total)* ***11/16/01***

* Full time employees shall have 5 each of shirts/pants and part time employees shall have 3 each shirts/pants.

Each security guard shall furnish and wear compatible shined shoes and dark socks with the above uniform. Uniforms shall be kept in clean, pressed, and un-tattered condition. Contractor shall furnish additional uniform to keep the security guard force in professional looking appearance at all times. All guard personnel will wear prescribed uniforms. Deviations are not acceptable other than may be necessary in the interest of health and safety. High standards of personal appearance will be maintained at all times.

Female security guard personnel working the 7:00 a.m. through 4:30 p.m. shift(s), in the Identification Processing Office, may with the concurrence of the on-site Project Manager and COR, wear an appropriate style and color uniform skirt in lieu of trousers.

C.5.3 Vehicles

The Contractor shall provide all vehicles necessary for the performance of this contract. All vehicles shall be kept in a safe fully operable condition at all times with a valid state safety inspection sticker from the State of Oklahoma. All fuel, oil, lubricants, and maintenance shall be provided by the Contractor. All vehicles shall be identically painted in a white color. All vehicles shall be clearly marked (front, rear, and both sides) with distinctive insignia containing the word "SECURITY" in letters at least four inches in height, in a black color. Each vehicle shall have a handheld or fixed search light with a minimum of 100,000 candlepower, and a public address system. *The Contractor shall furnish thirteen (13) security patrol vehicles with two being a four-wheel drive full size pick-ups suitable for use on streets and highways.* Scooters, electric carts and/or other such motorized vehicles are not acceptable. The vehicles shall be approved by the COR and shall be equipped with the following: ***07/08/02***

1. Emergency light bar consisting of green flashing emergency beacon and rear facing amber flashing lights;
2. Side mounted spotlight;
3. Traffic emergency kit;
4. First Aid Kit;
5. Patrol vehicle identification signs/markings meeting requirements of FAA and Oklahoma City Police Department on both sides and rear of vehicle;
6. Style and color of patrol vehicles shall meet Oklahoma City Police Department requirements.

In the event one of the patrol vehicles are not available for use for any reason, a back-up patrol vehicle(s) shall be furnished by the Contractor and used until primary vehicle is back in service. Any back-up vehicle shall be equipped with, at minimum, an emergency flashing light and magnetic signs on the sides identifying the vehicles as security patrol vehicles. Back-up vehicles shall be the same type as the Contractor furnished patrol vehicles.

C.5.4 Property

Contractor furnished vehicles and equipment shall be identified as Contractor property. All Contractor furnished vehicles and equipment shall be in an operable condition and meet all local, State, and Federal safety requirements. Vehicles and equipment identified as not meeting the above safety requirements, by inspection of the COR, shall be removed from service within one hour of notification and repaired or replaced at Contractor's expense. Except for **minor** on-site repairs, the Contractor shall remove from MMAC, within 24-hours, any vehicle which becomes inoperative or which breaks down during operation.

C.5.5 Preventative Maintenance Program for Contractor Vehicles

Contractor vehicles shall have a written and approved Preventative Maintenance program established for each vehicle on site for review by the COR. Mileage for Contractor vehicles may not exceed 80,000 miles per vehicle without written authorization by the COR. *The Contractor shall furnish thirteen (13) vehicles with two (2) being four-wheel drive full size pick-ups.* ***07/08/02***

C.5.6 Administrative Supplies

The Contractor shall provide all day to day administrative supplies (i.e. pens, paper, folder(s), binder(s), etc.) required for compliance with the requirements of this contract.

C.5.7 Copier Equipment and Supplies

The Contractor shall provide all necessary reproduction/copying equipment and supplies required for compliance with the requirements of this contract.

C.5.8 Fuels

The Contractor shall be responsible for furnishing vehicle fuels for Contractor owned vehicles.

C.5.9 Permits

The Contractor shall, at no additional cost to the Government, obtain all appointments, licenses and permits required for security guard services IAW. the SOW and for complying with all applicable local, State, and Federal laws. The above requirements shall be provided to the CO at the start of the phase-in period, and shall be kept current through the completion of the contract.

C.5.10 Pager/Cell Phone

The Contractor shall be responsible for providing a pager and cell phone for the Project Manager.

C.6 Firearms Requirements

The Contractor shall ensure that guards shall not be issued firearms until they have been properly trained in their use and handling and there is documentation certifying their training and qualification. Contractor personnel may not carry or use chemical irritants.

C.6.1 Firearms Proficiency Training and Qualification

The Contractor shall ensure that each guard required to carry a weapon shall be trained and qualified to meet the minimum standards specified in *FAA Order 1600.69A, FAA Security Management Program,* Appendix 13, including initial training and qualification, quarterly sustainment training, and annual re-qualification. The Contractor shall ensure that no guard shall bear a firearm on the facility or be assigned to an armed post until a written certification of qualification has been provided to the CO/COTR, and the guard has successfully completed training in the use of deadly force. The FAA reserves the right to witness firearms qualifications. The Contractor shall notify the COTR/FSC 15 days prior to scheduled qualification.

C.6.2 Possession of Privately Owned Firearms in or on FAA-Owned or Leased Property

The Contractor shall ensure that all guards while in or on FAA-owned, FAA-leased, or GSA-leased property, including vehicles, shall comply with the following:

1. No person shall carry or have in their possession, including their personal vehicle, firearms, or other weapons unless authorized by the FAA to do so in connection with his/her FAA official duties.

2. Guard personnel shall not carry or have in their possession firearms or other weapons except those specifically authorized in the FAA contract.

3. Firearms owned by the Contractor can be stored on FAA owned/leased property with the authority of the SSE in an approved storage container.

C.6.3 Reporting of Firearm Discharge

The Contractor shall ensure that all incidents involving the discharge of a firearm by a FAA employee or by guard personnel will be reported to the FSC/SSE/COTR

C.6.4 Individual Responsibility for use of Firearms

The guard personnel authorized to carry a firearm on FAA property are fully liable and responsible for actions taken involving the use of the firearm.

Procedures to be followed by the Individual:

Guard personnel responsible for the discharge of a firearm shall immediately notify his/her supervisor of the incident and the circumstances relating thereto.

1. The report shall include any injury or fatality which may have resulted from the use of the firearm, including injuries resulting from accidental discharges.

2. In the event that the individual responsible is not able to initiate reporting action, it shall be the responsibility of his/her supervisor to make the report.

C.6.5 Incident Reporting for Discharge of Firearms

The Contractor shall submit a written report to the FSC/SSE/COTR at any time a firearm is discharged for any reason, whether intentionally or accidentally. This reporting requirement is mandatory regardless of whether or not personal injury resulted from the discharge.

C.6.6 Firearms Qualification Requirements

Firearms qualification shall, at a minimum, occur annually and within 12 months of the previous qualification. Qualification shall be with the identical firearm (by serial number) that will be used during regular tour of duty.

1. Range qualification shall be accomplished on a recognized law enforcement or other approved range under the supervision of a certified firearms instructor. The minimum passing score shall be 210 points out of a possible 300.

2. Each qualifier shall both wear and use the duty gear that is assigned for daily use. This is to specifically include the holster and reloading devices or aides (e.g. speed loaders).

3. The "course of fire" shall be the same as the GSA/Federal Protective Service (FPS) qualification course, Federal Law Enforcement Training Center Practical Pistol Course described in Figure A13-1, FAA Contract Guard Firearms Qualification Course of Fire.

C.6.7 Guard Certification

Guard certification shall be in writing and must specifically identify by name each guard who:

1. Has successfully completed firearms qualification within the preceding 12 months, list the score attained, the model and serial number of the qualifying weapon, and the date of qualification.

2. Has fully and successfully complied with **all** training requirements in the Facility Guard Manual.

The Contractors shall **not** issue a firearm to their employees until the Contractor has certified in writing to the CO that the individual has successfully completed the firearms qualification and training requirements as required.

C.6.8 Prohibited Actions

Guard personnel employed by the FAA are governed by the policies and procedures as established.

Personnel duly authorized to possess or carry firearms in the performance of their duties, law enforcement, or security activities shall use only such force as is necessary to overcome any opposing force or threat by rendering the person(s) incapable of continuing the activity which prompted the use of such force or weapon.

Deadly force is authorized only when the guard has cause to believe that another person poses an imminent threat of death or serious bodily injury to the guard or others.

A firearm shall only be drawn when it is intended to be used in the protection of life.

Firing at a fleeing person is not justified.

Firing from a moving vehicle or at a fleeing motor vehicle is prohibited.

Firing warning shots is prohibited.

C.6.9 Required Actions

Contractor weapons and ammunition shall be surrendered to the COTR/FSC/SSE upon request for examination of serviceability.

C.6.10 Failure to Comply with Certification Requirements

Contractor employees *that are required to be armed and* who fail annual certification requirements or do not comply with certification requirements shall be immediately removed from official FAA duty and **not be authorized** to carry a firearm until they again successfully meet all certification requirements. The Contractor shall provide certification documentation to that effect and it is accepted by the COTR. ***07/08/02***

C.7 Training

C.7.1 General Training

The Contractor shall certify in writing to the CO/COTR that all guards assigned duties at FAA facilities have successfully met all state and local security officer training requirements prior to assignment to a position under this contract. In addition, guards shall have successfully completed facility and other training specified by this contract and any other training deemed necessary by the COTR, and FAA Order 1600.69A, FAA Facility Security Management Program. If there is no state or local mandated training, all guards shall be initially trained, at a minimum, in the following categories:

1. Care of Firearms. Guard personnel will comply with all firearms certification and proficiency training requirements in accordance with Appendix 13 of FAA Order 1600.69A, FAA Facility Security Management Program *(armed guards only)*. ***07/08/02***

2. Use of Firearms. Firearms will be used only in extreme emergencies requiring the protection of life and then only in accordance with Appendix 13 of FAA Order 1600.69A, FAA Facility Security Management Program *(armed guards only)*. ***07/08/02***

3. Jurisdiction and Authority. Training sessions shall include descriptions of the guard responsibilities and authority with respect to apprehension, search, seizure, and use of deadly force.

4. First Aid. Demonstrate proficiency in first aid and cardio-pulmonary resuscitation (CPR).

5. Emergency Responsibilities. Demonstrate proficiency in the use of emergency equipment such as fire extinguishers and water hoses.

6. Operational Instructions. Demonstrate knowledge of the facility's layout, particularly stairways, fire doors, pipelines, sprinkler systems, sprinkler control valves and fire hoses, fire extinguishers and fire alarm systems, general, special, and temporary orders, facility security plan (FSP), and the guard manual.

7. Security and Contingency Situations. Recognize and appropriately react to emergency situations involving work place violence, bomb threats, sabotage, terrorism, hostage situations, and other criminal activity.

8. Safety. Demonstrate general knowledge of the safety requirements for the facility with special emphasis on any volatile materials stored within the confines of the facility.

9. Facility Access Control Procedures. Demonstrate knowledge of facility guidelines and procedures for personnel and vehicle access control.

10. Communications. Demonstrate the proper use of primary, alternative, and emergency communications equipment.

11. Reports. Demonstrate adequate report writing skills associated with guard operations.

C.7.2 Training Plan

Within fifteen (15) calendar days after contract award, the Contractor shall submit a proposed training plan in accordance with *FAA Order 1600.69A, Facility Security Management Program,* and Appendix 13.

1. Name and location of training facility (ies).

2. If the training facility is not an institute accredited to provide such training, the names, location and qualifications of instructors shall be approved prior to any instructions by the SSE.

3. Dates/Times training courses are to be presented.

The Government reserves the right to reject the training plan if it determines that training facilities are inadequate and/or instructors are not qualified to provide such training. If the training plan is rejected, the Contractor shall submit a new training plan within 10 calendar days. Failure to submit an acceptable training plan may be grounds for termination for default of this contract. Revisions to the approved training plan shall be submitted to the Contracting Officer for review/approval within five calendar days of such revision. In the event of personnel turnover, new Contractor employees must complete training under the Contractor's then current training plan. The Government reserves the right to audit all or part of Contractor provided training courses.

C.7.3 Specific Requirements

The Contractor shall be fully responsible for the initial and recurrent training and orientation of all assigned guard personnel. The Project Manager shall maintain a training folder on each employee and shall certify each employee's proficiency in each guard position in addition to certifying on all recurrent training. All new guard personnel shall receive 40 hours on-the-job training in the functions required by this SOW. No employee shall be permitted to assume any guard position without a qualified escort until having demonstrated his proficiency in each position to the Project Manager. The Project Manager shall certify to the COR in writing all new guard personnel qualified to assume each position. Each guard employee shall receive at least eight hours recurrent training per month. Training subjects for each month shall be determined by the Project Manager with the concurrence of the COR. Annual training shall be in accordance with FAA Order 1600.69A, FAA Facility Security Management Program.

Training shall be conducted so as not to interfere with security guard duties and activities as identified in this SOW. The Project Manager shall advise the COR of all training schedules in writing and the COR and/or COTR may attend and observe any training session.

C.7.4 Recurrent Training

Guard personnel shall receive a minimum of eight hours of refresher training annually. A summary of training requirements is included in accordance with FAA Order 1600.69A, Facility Security Management Program, Appendix 13.

C.8 Guard Operations

C.8.1 Guard Orders

Instructions shall be specific to the facility receiving the FAA contract guard services and be in the form of general, special, and/or temporary orders. These orders shall be clear, concise, and fully describe the duties and actions that the guard is to carry out under specified conditions at all individual posts. The COTR will be responsible for ensuring that such orders are developed, maintained, and are current.

1. General Orders. Instructions which concern the guard as a whole and are applicable at all posts and patrols. They will cover such items as performance of contract guard duties and responsibilities in compliance with *FAA Order 1600.69A*, Appendix 13, paragraphs 24 and 25.

2. Special Orders. Instructions which prescribe the responsibilities of a particular post or patrol. Each post or patrol will have special orders issued concerning the location, duties, and hours staffed.

3. Temporary Orders. Instructions which are issued for a short period covering a special or temporary situation.

C.8.2 Contractor Responsibility for the Guard Manual

The Contractor shall be required to develop and issue a current and comprehensive Contractor Guard Manual and Supervisory Guard Manual to each contract guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees concerning matters of dress, discipline, patrolling, first aid, emergency responsibilities, apprehension of suspects and arrest powers, courtesy, communications and chain of command. The Contractor Guard Manual and Supervisory Guard Manual shall be coordinated with the COTR and the SSE before issuance.

C.8.3 Contractor Guard Manual

The Contractor shall develop and issue a comprehensive Contractor Guard Manual to each guard assigned to duty under this contract. The manual is intended to be a Contractor-employee manual and will contain the basic guidance issued by the Contractor to its employees. Within twenty-one (21) calendar days after contract award, the Contractor shall provide copies of the Contractor Guard Manual as set forth by "List of Required Records and Reports" clause, in Section F to the FAA for review and approval. Within fifteen (15) calendar days from the date of receipt of FAA approval, the Contractor shall furnish one copy to the CO, COTR, the on-site supervisor, all posts and all guards. The Contractor Guard Manual shall be approved by the FAA before issuance and is subject to annual review by the COTR and SSE and updated as required. Any updating

The guard manual shall include, as a minimum, the following topics:

-General company policy, rules and regulations
-Chain of command
-Concepts of facility protection
-Legal aspects of installation protection
-Apprehension of suspects and arrest powers
-Patrol techniques
-Access and traffic control
-Detection of methods of sabotage
-Fire prevention and protection
-Communication
-Report writing
-Handling of safety hazards and bomb threats
-Care and handling of firearms
-First aid
-Wearing of the prescribed uniform
-Standards of conduct and discipline
-Courtesy
-Medical examinations of guards and certification of acceptability
-Physical conditioning
-Data on security of classified information
-Employee's vacation pay if required by the Service Contract Act Wage Determination
-Emergency responsibilities
-Firearms qualification and certification
-Facility telephone notification list
-Facility Occupancy Emergency Plan
-Facility Contingency Plan

A detailed review of the guard manual shall be provided as part of each employee's initial training, and each time the guard manual is modified. No guard shall be assigned to duty unless he/she is thoroughly knowledgeable of and understands the guard manual. The guard manual may be modified to reflect required changes in the Government's guard services policies and procedures.

C.8.4 Incident Reporting

Incident reporting is required in order to identify and assess the loss and damage to FAA property and facilities. It provides essential data that describes the type of incidents associated with a facility and is a key element in the development of the FAA Facility Security Management Program.

The objective of the incident reporting process is to provide a timely and accurate flow of data concerning the nature and frequency of adverse events which occur at FAA facilities. Below is a list of examples of reportable incidents. This list is not all encompassing and is intended to be used as a guide.

Example of Reportable Incidents

Arson	Kidnapping	Stalking
Assault	Larceny	Theft
Bomb Threats	Loss of U.S. Gov. Property	Terrorism
Burglary	Misuse of U.S. Government Property	Vandalism
Car Jacking	Murder	Violence in the Workplace
Civil Disturbance	Rape	Weapons Incidents
Drive-by Shootings	Robbery	
Drug Use	Sabotage	

The written incident report submitted by the supervisor shall contain, as a minimum, the following information:

1. Name and duty assignment of the individual having custody of the firearm.
2. Time of the firearm discharge (date/day/hour).
3. Reason for firing the weapon.
4. Activity in which the individual was engaged when the weapon was fired.
5. Injury, fatalities, or property damage resulting from the discharge.
6. Names of any witnesses having knowledge of the incident

C.9 Work Requirements

C.9.1 Entry Control

The Contractor shall deter unauthorized person(s), property, or vehicles from entering into the area(s) defined in the Facility Guard Manual. All posts shall be controlled during the specified times. During the time periods posts are not staffed, the posts shall be considered part of the perimeter and controlled by the roving patrol.

Authorized personnel or vehicles shall be allowed entry after they have been properly screened. The Contractor shall minimize traffic congestion during peak periods of personnel arrivals/departures in compliance with the Facility Guard Manual.

1. The Contractor shall comply with the Facility Guard Manual regarding issuance of temporary passes and temporary badges to Government employees, authorized visitors, Contractors, vendors, and others. The Contractor shall courteously and promptly process visitors, issue appropriate identification badges to authorized visitors, and record required information. Contractor employees shall provide clear directions to visitors upon request. Vehicle passes shall either be denied or issued after proper screening and validation.

2. Certain private property (e.g., audio and video recording devices, cameras, etc.) is prohibited to the facility.

3. Similarly, the Contractor shall maintain a list of lost items, accept found items, and secure them until they can be transferred to the proper authorities or the FSC for disposition. The Contractor shall be fully responsible for items in his/her possession.

4. In the case of an emergency/incident, all gates shall be closed to inbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification of the Contractor's base station or shift supervisor.

C.9.2 Exit Control

The Contractor shall comply with the Facility Guard Manual regarding detention of persons or property, and shall insure that any person(s) attempting to take Government property off the installation has a valid property pass, as identified in the Facility Guard Manual.

In the case of an emergency/incident all gates shall be closed to outbound traffic and locked, and an "all secure" report made in accordance with the specific procedures contained in the Facility Guard Manual within one (1) minute of notification to the Contractor's base station or shift supervisor.

C.9.3 Roving Patrol

The Contractor shall provide personnel for roving patrols as specified in the Facility Guard Manual. All roving patrol guards shall be equipped with communications equipment as specified in the Radio Communications and Radio/Telephonic Communications sections of this SOW, and be capable of making contact with the Contractor's base station and/or shift supervisor within one (1) minute at all times.

The roving patrol function may include both foot and motorized patrols. Roving patrols shall be continuously on the alert for the occurrence of fires, explosions, collapses, and other catastrophes by close and detailed observation of buildings, machinery, vehicles, equipment, other resources, and personnel. Unsafe or potentially unsafe conditions, procedures, or activities shall be identified and promptly corrected, if possible. The Contractor shall restrict admission to the unsafe area to minimize the risk and notify the COTR so that repair or corrective action can be accomplished as soon as possible. In the event of a catastrophe, the Contractor shall immediately summon appropriate response forces and then notify government personnel prescribed by the Facility Guard Manual; assist in minimizing the effects thereof; and assist in restoring the area to a safe condition as soon as possible.

The Contract Guards are required to use a watch clock system or some type of electronic guard tour system which is to be provided by the FAA to serve as a supervisory control and check on the performance of guards.

C.9.4 Perimeter

A check shall be made of the entire facility perimeter to detect unauthorized entry (attempted or actual). Routes and times shall be varied to avoid establishing a set pattern. The guard at a minimum shall check twice (2) per shift.

C.9.5 Building/Equipment Checks

Security checks shall be made twice (2) per shift of all buildings and pieces of equipment identified in the Facility Guard Manual. While such checks are primarily to detect unsecured facilities, the guard shall also immediately report to the appropriate authorities (as specified in the Facility Guard Manual) any fire, flooding, or other condition that could result in damage to buildings/equipment or injuries to personnel.

C.9.6 Execute Colors

The Contractor may be required to raise and lower the United States Flag (and other flags as authorized) at the locations and times indicated in the Facility Guard Manual. No deviations are permitted unless authorized. Verbal authorizations shall be recorded in an incident report.

C.9.7 Traffic, Parking, and Pedestrian Control

The Contractor shall direct traffic, control lights, and issue parking citations as described in the Facility Guard Manual. Tactful and courteous warnings or citations shall be made using the appropriate FAA form to individuals who violate facility-parking regulations. Abandoned vehicles shall be reported promptly in accordance with the Facility Guard Manual.

C.9.8 Deviation from Prescribed Schedules

In the case of emergency conditions requiring immediate attention, the COTR/ FSC may direct the Contractor Guard Supervisor to temporarily divert guards from their normal roving patrol duties to respond to the emergency conditions, at no additional cost to the FAA. Such employees shall return to their normally assigned duties when released from the emergency situation by the designated FAA official.

Except for the emergency conditions described in the Facility Guard Manual, the Contractor shall not divert roving patrol guard from their prescribed schedules without the prior approval of the COTR or FSC. In instances where verbal deviation approval is given by the COTR or FSC, all pertinent facts concerning the deviation shall be recorded in an incident report and forwarded to the COTR/SSE/FSC within three hours from completion of the incident.

Diversions resulting from emergency conditions described in the Facility Guard Manual shall be reported to the COTR/SSE/FSC in an incident report within three hours from the completion of the diversion.

C.9.9 Escort Services

The Contractor will provide escort services for all MMAC Official Business from the Visitor Center and/or Processing Center for visitors not having the appropriate security clearance, for the movement of valuables, explosives, classified material, hazardous material, fuel deliveries, and other items as required at the facility.

One security guard shall normally be provided to escort not more than seven (7) visitors. The guard shall escort vehicle(s) as directed to their designated destination to be signed for and "handed off" to the person expecting the visitor. ***07/08/02***

C.9.10 Complaints/Threats

The Contractor shall record complaints from any person concerning security, safety, or law enforcement within the Government's jurisdiction. Such complaints shall be promptly reported to the COTR/FSC for resolution and disposition. The Contractor shall endeavor to deter crimes against persons without waiting for a specific complaint, while immediately notifying the appropriate authorities. Response to bomb threats shall be in accordance with the Facility Guard Manual.

C.9.11 Traffic Accidents

The Contractor shall immediately notify the police of accidents, and shall assist, as required, in redirecting traffic, placing warning flares, and other safety protective actions identified in the Facility Guard Manual.

C.9.12 Gate/Building Openings

The Contractor shall open and close gate(s) and building(s) within the time parameters as specified in the Facility Guard Manual. The Contractor shall maintain a record of all nonscheduled gate/building openings and/or closings.

C.9.13 Key/Combination Control

The Contractor shall receive, secure, issue, and account for all keys/access cards or combinations issued for access to buildings, offices, equipment, gates, etc. for the purposes of this contract. Prior to starting work, the Contractor shall sign a receipt for all keys/combinations issued by the Government. The Contractor shall maintain records which show how many keys are in existence, in whose possession, and who has knowledge of and/or access to combinations. These records shall be made available to the COTR, FSC, SSE or any other Government Investigative Authority upon request. Keys shall not be duplicated.

C.9.14 Loss of Keys

Loss of either key(s) or access card(s) shall be reported to the COR within one hour of discovery of the loss.

C.9.15 Use of Keys

Keys/access cards issued by the Government shall be used only by authorized Contractor employees. The Contractor shall prohibit the opening of secured areas to persons other than employees engaged in the performance of assigned work.

C.10 Quality Control

The Contractor is solely responsible for the quality of services provided. The Contractor is also liable for Contractor employee negligence, and any fraud, waste or abuse. The Contractor's Quality and Internal Control System shall ensure that security guard services are completed in accordance with acceptable principles of internal control, with applicable Government regulations and instructions, and meet specified acceptable levels of quality. The operation of the Quality and Internal Control Program must be described in a written plan. One copy of the Contractor's final Quality and Internal Control Plan shall be submitted to the COR within 15 days prior to the phase-in period. An updated copy must be provided to the COR as changes occur.

At a minimum, the Contractor's Quality and Internal Control Plan shall include:

- An internal quality control and inspection system for required security guard services specified in the SOW.
- The specific person(s), job title(s) and organizational position(s) of the individuals who will conduct the inspections.
- A method to identify deficiencies in services that may occur.
- Procedures to correct any deficiencies in services that may occur.
- A file of information regarding inspection and other quality and internal control actions that document the purpose of the inspection, the results of the inspection, and any corrective action taken as the result of the inspection. Upon request, this file shall be made available to the COR during the period of performance. The plan must be maintained and revised as necessary throughout the term of the contract. In the event of any changes to the Quality and Internal Control Plan, a revised copy of the plan must be provided to the COR within five working days prior to the effective date of the change.

C.10.1 Quality Assurance

The Government will monitor the Contractor's performance using, at a minimum, the quality assurance inspection procedures specified in the Performance Requirements Summary, Technical Exhibit One. The Government reserves the right to review services to be provided under the contract to determine conformance with performance and technical requirements.

C.10.2 Performance Evaluation Meetings

The Contractor's Project Manager shall meet with the CO and COR weekly during the first 3 months of contract operations. Meetings shall be held thereafter as determined necessary by the COR. Mutual effort will be made to resolve any and all problems identified. Written minutes of these meetings shall be prepared and signed by the CO, COR, and Contractor, or their designated representative, as appropriate. The Project Manager shall meet as necessary with Government personnel designated by the CO to discuss immediate issues and/or problems.

MANDATORY ORDER AND DIRECTIVES
TECHNICAL EXHIBIT ONE

1. AC Order 1600.18F; Parking and Traffic at the Mike Monroney Aeronautical Center

2. AC Order 1600.21F; Mike Monroney Aeronautical Center Physical Security Handbook

3. FAA Order 1600.25D; FAA Identification Media, Official Credentials, Passports, and Vehicle Identification Media

4. FAA Order 1600.69A; FAA Facility Security Management Program (Portions Furnished as determined necessary by the COR)

5. AC Order 1900.12B; Aeronautical Center Emergency Operations Plan

6. AC Order 3940.1C; Procedures for Handling Injury, Illness, or Fire at the Mike Monroney Aeronautical Center

7. FAA Order 5200.7; Training for Drivers in an Airport Operations Area

8. FAA Order 1600.1D, Personnel Security Program

9. FAA Order 1600.2D, Safeguarding Controls and Procedures for Classified National Security Information and Sensitive Unclassified Information

10. FAA Order 1280.1A, Protecting Privacy of Information About Individuals

GOVERNMENT FURNISHED MATERIALS AND PROPERTY
TECHNICAL EXHIBIT TWO

OFFICE SUPPLIES:

Materials for Computer Identification Media

Hand Cleaner

Finger-Print Pads

Finger-Print Card Holders

Laminator Pouches for Identification Cards

Strap Clips for Identification Cards

Blank Access Key Cards

Best Cores

Best Keys Cut and Blank

Video Cassettes

Simplex Paper Ribbon

Computer Paper *

Printer Ribbon *

Typewriter Ribbon *

3.5 Inch Diskettes *

* For government furnished computers and equipment

FORMS AND BADGES:

AC Form 1600.1 Parking/Traffic Citation

AC Form 1600.5 Report of Missing/Damaged/Stolen Property

AC Form 1600.16 Vehicle Registration

AC Form 1600.25 Dispatcher Radio log

AC Form 1600.26 Security Irregularity Record

AC Form 1600.27 Security Container/Safe Report

AC Form 1600.32 Security Activity report

AC Form 1600.33 Lock Control Record

AC Form 1600.36 Key Control Record

AC From 1600.44, FAA/MMAC Visitor Parking Permit

SF Form 700 Security Container Information

SF Form 702 Security Container Check Sheet

FAA Form 1600.8 DOT\FAA Visitor Register

FAA Form 1600.50 Visitor Badge

DOT F 1660.2 Property Removal Form

DOT F 1681 (10-94) Identification Card/Credential Application

Decals for Vehicle Registration

(Blue) Employees

(Green) Contractor

PERFORMANCE REQUIREMENTS SUMMARY

TECHNICAL EXHIBIT THREE

SERVICE REQUIRED	STANDARDS	ACCEPTABLE QUALITY LEVEL (A.Q.L)	SURVEILLANCE METHOD	MAXIMUM % FOR EXCEEDING A.Q. L
1. Maintain ID Processing Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
2. Dispatch Office	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
3. Maintain Center Surveillance/Fixed Guard Post	Perform tasks as shown in section C.3 of the SOW	Element is critical; deviations may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two
4. Maintain Lock Schedules	Perform as listed on lock/unlock schedule in accordance with paragraph C.3.5 of the SOW	Element is critical; deviation may compromise security (two complaints before action is taken)	Customer complaints and COR Surveillance	1/10 of 1% of the monthly billing for each complaint in excess of two

Current Requirements		Staffing			
Day Shift					
Project Manager	1	0800 t0 1630 M-F Subject to Call-outs For QC & Emergencies	275 Days =	2,200.00	HRS
Shift Manager	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Dispatcher	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
Pass & ID Office	3	0700 to 1630 M-F	251 Days =	6,024.00	HRS
FAALC					
West Post	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
East Post	1	0530 to 1200 M-F	251Days =	1,631.50	HRS
Gate 20	1	*0800 to 1830 M-F*	251 Days =	*2,635.5*	HRS
TRW	1	0700 to 1500 M-SUN	365 Days =	2,920.00	HRS
TSF North Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
TSF East Post	1	0530 to 1200 M-F	251 Days =	1,631.50	HRS
Patrol Unit	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Patrol Unit	1	0800 to 1600 M-F	251 Days =	2,008.00	HRS
MMAC Post					
North Station (1)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
North Station	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
* South Station (2)	2	0700 to 1500 M-SUN	365 Days =	5,840.00	HRS
Visitor Center	4	0530 to 1330 M-F	251 Days =	8,032.00	HRS
Screening FAC	5	0530 to 1330 M-F	251 Days =	10,040.00	HRS
VTD Gate	1	0530 to 1330 M-F	251 Days =	2,008.00	HRS
Data Processing Officer	1	0800 to 1630 M-F	251 Days =	2,008.00	HRS
Screening Personnel	1	0700 to 1530 M-F	251 Days =	2,008.00	HRS
Escort (armed) (3)	1	0700 to 1500 M-F	251 Days =	2,008.00	HRS
Security Escort (unarmed)	2	0600 to 1400 M-F	251 Days =	4,016.00	HRS
Security Escort (unarmed)	2	0730 to 1530 M-F	251 Days =	4,016.00	HRS
Total Officers	39		TOTAL	86,746	HRS
Secretary II	1	0800 - 1630 M-F	251 Days =	2,008	HRS

* C.3.4 South guard post is open Monday through Friday from 5:30 am to 6:30 pm
After 6:30 pm on weekdays, weekends and holidays, post officers continue as patrol officers
(1) One guard from North Station becomes escort @ Visitor Center from 0900 - 1400
(2) One guard from South Station becomes escort @ Visitor Center from 0900 - 1500
(3) One Screening Personnel re-assigned to escort duty @ Visitor Center from 0700 - 1500

Federal Aviation Administration

Revision To Award for Supplies or Services

Date of Award: 06-NOV-2000 Date of Revision: 12-JUN-2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 12

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73-0588975
Financial Services AMZ-110
PO Box 25710
Oklahoma City, OK 73125-4913
405/954-4716

Contact Point/Phone No:
CHERYL BERNARDI
918-426-5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ-200
NAS,AUTOMATION&FAC ACQ DIV,MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405-954-7883

ESTIMATED VALUE:	$10,067,982.46
FROM:	$10,030,764.22
ESTIMATED VALUE IS CHANGED BY:	$37,218.24
FUNDED AMOUNT:	$7,996,323.78

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office.

OMB 2120-0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY: David Tolm Vice President
DATE SIGNED 6/16/03

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 6-12-03
DATE SIGNED:

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA-02-01-D-01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add item 14, for peerless handcuffs or equal, made from Grade A (tempered steel) with nickel finish, nylon webb case (1-set each). Replacement page number 27 of the Statement of Work is attached.

The one-time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on-duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight-hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 2 of 4
Date of Award: 06-NOV-2000 Date of Revision: 12-JUN-2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 12

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA-TSF visitor badges, requesting escorts from FAA-TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two-week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS Clause 3.2.4-35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94-2431 (Revision No. 15) and insert Wage Determination No. 94-2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN B to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 3 of 4
Date of Award: 06-NOV-2000 Date of Revision: 12-JUN-2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 12

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance, Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two-week notice.

The Estimated Value of the contract is changed by $32,399.33.

Note to Vendor
Modification No. Nine (Revision No. 9) is issued unilaterally by authority of AMS contract clause 3.2.4-35 Option to Extend the Term of the Contract (April 1996). The term of the contract is extended for the Second Option Year (Third Contract Year) for the period beginning January 1, 2003, and ending December 31, 2003. The option is exercised IAW existing contract terms, conditions, and all revisions to this date. Unit Prices in Price Schedule for the Second Option Year are the applicable rates.

Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 1994-2431, Rev. No. 18, and insert Wage Determination No. 1994-2431, Rev. No. 19, dated 06/07/2002.

The total Estimated Value of the contract is changed by $3,538,327.66 effective January 1, 2003.

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Note to Vendor
Modification No. 10 (Revision 10) is executed bilaterally pursuant to the exercise of Option Two for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applicable to the wage determination on this contract and by operation of law. The total contract dollar yearly adjustment will be an increase of $392,765.18 effective January 1, 2003. The total Estimated Value of the contract with this increase is $10,016,961.22.

****

Note to Vendor
Modification No. 11 (Revision 11) is executed bilaterally and with mutual agreement of the parties to incorporate a change in the Statement of Work. The FAA requires security guard services at Gate 20 post be extended an additional 2.5 hours above the current 8 hour shift. The extended hours will become effective April 14, 2003.

Reference Paragraph C.3.4 Surveillance, Patrol and Fixed Post, Item 2 will read. ...and Gate 20 post from 08:00 a.m. through 6:30 p.m. weekdays, except federal holidays.... Part I Section B Price Schedule is revised to reflect the new Unit Prices at CLIN 2, (c) Second Option Year.

The cost for the additional hours will be $13,803. for the contract period beginning April 14, 2003, and ending December 31, 2003. The Estimated Value of the contract will be increased by this amount for a total of $10,030,764.23.

No other change in contract terms or conditions are affected by this modification.

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Note to Vendor
Modification No. Twelve/Revision No. 12 is executed bilaterally pursuant to the Settlement Agreement (ODRA Docket No. 03-ODRA-00273) entered into by the Contractor and the FAA.

Effective July 1, 2003, the modification will incorporate the following changes to the Fixed Price Contract:

(1) Reference Section H, Special Contract Requirements — Add an Economic Price Adjustment Clause H.28. Should the Government exercise its option to extend the term of the contract by authority of Clause 3.2.4-35, the prices for Worker's Compensation Insurance shall be subject to an adjustment IAW with H.28. This clause is not applicable to any other contract prices. See Attachment 1 to Revision No. 12.

(2) Reference Section H, Special Contract Requirements — H.22 Liability Insurance, for purposes of administrative clarification, AMS Clause 3.A.1-10 is incorporated in Section 3.1-1 Clauses and Provisions Incorporated by Reference.

(3) Reference Section I – Contract Clauses, 3.1-1 Clauses and Provisions Incorporated by Reference, delete reference to clause 3.4.1-11.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 4 of 4
Date of Award: 06-NOV-2000 Date of Revision: 12-JUN-2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. 12

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

(4) Reference Section B, Price Schedule— Effective July 1, 2003, the Unit Prices reflect the increase in the worker's compensation rates applicable to (c) Second Option Year (Third Year). see Attachment 2

(5) The Estimated Value of the contract is changed by an increase of $37,218.24 for a revised total of $10,087,982.46.

No other change in the contract terms or conditions is made with this modification.

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Contract No. DTFA-02-01-D-01850

H.28 Economic Price Adjustment for Worker's Compensation (July 2003)

a. If the Government exercises its option to extend the contract term in accordance with the "Clause 3.2.4-35 entitled "Option to Extend the Term of the Contract", the prices of contract line items 1, 2, 3, 6, 7, 8, and 10 shall be subject to adjustment for an increase or decrease in the worker's compensation rates. Either contract party, in accordance with this clause can make this adjustment request.
Exception: Worker's compensation costs in the State of Oklahoma are determined by (1) classification (2) location and (3) experience rating. In no event will an adjustment under this clause be made when the adjustment is due to the experience/claims history rating of the Contractor.

b. A contract price adjustment under this clause shall be limited to one occurrence per option term, and each line item price is limited to a maximum of a 10% increase, or 10% decrease, per occurrence. There is no minimum amount of adjustment that may be considered under this clause.

c. The Contractor warrants that the prices in this contract do not include any allowance for any contingency to cover increased costs for which adjustment is provided under this clause.

d. The Contractor requests for adjustment under this clause must be submitted to the Contracting Officer in writing 30 days prior to the expiration date of the current contract term. The Contractor shall provide documentation (invoices, quotes, or payroll records) in support of their request for an adjustment in worker's compensation rates.

e. Adjustments under this clause shall be made only to the contract prices applicable to the option period identified in the Government's preliminary notice. In no event will the contract prices of an expired contract term be adjusted under this clause.

f. The Contractor shall obtain the written approval from the Contracting Officer for their request in a price adjustment for worker's compensation. The Contracting Officer will use the rates provided by the State of Oklahoma as the index for computing the increase in the worker's compensation rates. Upon agreement of the parties, the amount and adjustment will be incorporated into the contract for the applicable contract term.

CONTINUATION SHEET

Contract Revision No. 12
July 1, 2003

PART I - SECTION B

SUPPLIES OR SERVICES AND PRICES/COST

The contractor shall furnish all necessary management, personnel, equipment and materials (except as specified elsewhere herein as being furnished by the Government), required to perform security guard services for the Mike Monroney Aeronautical Center (MMAC), Oklahoma City. Performance shall be in accordance with the Statement of work (SOW) and all other terms, conditions and provisions referenced herein. The contractor will be paid for services performed in accordance with the following price schedule.

PRICE SCHEDULE

ITEM	SUPPLIES/SERVICES	Quantity	UNIT	UNIT PRICE	TOTAL AMOUNT
1.	Security Guard Services for the MMAC in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$135,093.94	$1,621,127.28
	(b) First Option Year (Second Year)	12	MO	$131,673.94	$1,580,087.23
	(c) Second Option Year (Third Year)	6	MO	$148,948.54	$ 893,691.24
	Effective July 1, 2003	6	MO	$151,746.70	$ 910,480.20
	(d) Third Option Year (Fourth Year)	12	MO	$132,185.74	$1,586,228.83
	(e) Fourth Option Year (Fifth Year)	12	MO	$134,318.08	$1,611,816.91
2.	Security Guard Services for the Logistics Support Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 29,389.58	$ 352,674.96
	(b) First Option Year (Second Year)	12	MO	$ 29,940.16	$ 359,281.88
	(c) Second Option Year (Third Year)	3	MO	$ 34,174.35	$ 102,523.05
	Effective April 14, 2003	1	MO	$ 35,128.81	$ 35,128.81
	Effective May 1, 2003	2	MO	$ 35,780.42	$ 71,560.84
	Effective July 1, 2003	6	MO	$ 36,464.00	$ 218,784.00
	(d) Third Option Year (Fourth Year)	12	MO	$ 29,940.16	$ 359,281.88
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 29,991.66	$ 359,899.88
3.	Security Guard Services for the Thomas Road Facility in accordance with SOW (Attachment 1)				
	(a) Basic Contract (First Year)	12	MO	$ 14,597.45	$ 175,169.40
	(b) First Option Year (Second Year)	12	MO	$ 15,138.69	$ 181,664.24
	(c) Second Option Year (Third Year)	6	MO	$ 17,280.50	$ 103,683.00
	Effective July 1, 2003	6	MO	$ 17,626.71	$ 105,760.26
	(d) Third Option Year (Fourth Year)	12	MO	$ 15,138.69	$ 181,664.24
	(e) Fourth Option Year (Fifth Year)	12	MO	$ 15,366.90	$ 184,402.76

4. Additional Security Guard Services as ordered by the FAA on an hourly basis as may be required. (Reference Clause C.2 and H.3)

Security Guard II	Estimated Annual Quantity		*Composite Hourly Rate	Total Estimated Amount
(a) Basic Contract (First Year)	150	HRS	$ 19.16	$ 2,874.00
(b) First Option Year (Second Year)	150	HRS	$ 20.26	$ 3,038.74
(c) Second Option Year (Third Year)	150	HRS	$ 21.68	$ 3,252.00
(d) Third Option Year (Fourth Year)	150	HRS	$ 20.26	$ 3,038.74
(e) Fourth Option Year (Fifth Year)	150	HRS	$ 20.26	$ 3,038.74

5. Transition Period (Reference Clauses F.1 and H.1)

Quantity		Amount
1	JOB	$ 15,429.47

6. Security Guard Services for the Technical Support Facility (TSF) at the MMAC IAW the SOW, Attachment 1, and Modification/Revision 2 to the contract effective March 1, 2001.

(a) Base Contract (First Year)	10 Mo.	$5,576.45	$55,764.54
(b) First Option Year (Second Year)	12 Mo.	$5,618.44	$67,421.27
(c) Second Option Year (Third Year)	6 Mo.	$6,416.02	$38,496.12
Effective July 1, 2003	6 Mo.	$6,544.84	$39,269.04
(d) Third Option Year (Fourth Year)	12 Mo.	$5,618.44	$67,421.27
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,627.80	$67,533.62

7. Effective September 4, 2001, one additional Security Guard Post for the Technical Support Facility (TSF) at the MMAC is added to the contract under the existing terms and conditions. Modification/Revision 3 is executed bilaterally to effect this change.

(a) Base Contract (First Year)	4 Mo.	$6,371.69	$25,486.74
(b) First Option Year (Second Year)	12 Mo.	$5,630.33	$67,563.96
(c) Second Option Year (Third Year)	6 Mo.	$6,428.35	$38,570.10
Effective July 1, 2003	6 Mo.	$6,557.17	$39,343.02
(d) Third Option Year (Fourth Year)	12 Mo.	$5,630.33	$67,563.96
(e) Fourth Option Year (Fifth Year)	12 Mo.	$5,639.69	$67,676.31

8. Effective January 1, 2002, additional Security Guard services for the MMAC shall be added to the existing contract. A revised Statement of Work dated December 2001 for the security service has replaced the existing Statement of Work dated February 2000. Modification/Revision 5 is executed bilaterally to execute this change.

(a) First Option Year (Second Year)	12 Mo.	$103,188.41	$1,238,260.95
(b) Second Option Year (Third Year)	6 Mo.	$101,901.65	$ 611,409.90
Effective July 1, 2003	6 Mo.	$103,989.51	$ 623,937.06
(c) Third Option Year (Fourth Year)	12 Mo.	$ 95,216.18	$1,142,594.19
(d) Fourth Option Year (Fifth Year)	12 Mo.	$ 99,585.64	$1,195,027.71

9. Effective August 1, 2002, the Contractor shall provide Security Guard personnel for Escort Services as defined in the Statement of Work, Section C.9.9, Revised 07/08/02. The total productive number of hours is increased by 1,600 hours for the months of August and September 2002.

(a) First Option Year (Second Year)	2 Mo.	$ 54,874.60	$ 109,749.20

10. Pursuant to the addition of Escort Services, defined in the Statement of Work, Section C.9.9. 7/8/02, and the execution of Modification No. 7 (Revision No. 7) the following reflects the Unit Price and Total Amount for the continuation of these services in their respective contract years.

(a) First Option Year (Second Year)	3 Mo.	$ 10,779.78	$ 32,339.33
(b) Second Option Year (Third Year)	6 Mo.	$ 12,153.94	$ 72,923.64
Effective July 1, 2003	6 Mo.	$ 12,183.53	$ 73,101.18
(c) Third Option Year (Fourth Year)	12 Mo.	$ 11,459.59	$137,515.10
(d) Fourth Option Year (Fifth Year)	12 Mo.	$ 11,320.88	$135,850.52

NOTE: (A) *Composite Hourly Rate (CLIN 4) includes direct, indirect, overhead and profit. (B) Payment for CLINS 1, 2, 3, 5, 6, 7, and 8 will be made in accordance with AMS 3.3.1-1, Payments. (C) Payment for CLIN 4 will be made in accordance with AMS 3.3.1-5, Payments under Time-and-Materials and Labor-Hour Contracts.

Federal Aviation Administration	Revision To Award for Supplies or Services		Page 1 of 4
Date of Award 06–NOV–2000 Date of Revision: 20 ~~12~~–JUN–2003	Contract Number (if any): DTFA0201D01850	Award No. (if any):	Revision No. ALL (REV. 13)

IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

Contractor (Name, Address, and Zip Code):
DCT INC
PO BOX 1853
501 E CHEROKEE
MCALESTER, OK 74502

Mail Invoice To (Name, Address, and Zip Code):
FAA, MM Aero Center TIN 73–0588975
Financial Services AMZ–110
PO Box 25710
Oklahoma City, OK 73125–4913
405/954–4716

Contact Point/Phone No:
CHERYL BERNARDI
918–426–5902

Issuing Office (Address Correspondence To):
6973H4 FAA AERO CENTER AMQ–200
NAS,AUTOMATION&FAC ACQ DIV.MPB,R312
PO BOX 25082 M
OKLAHOMA CITY, OK 731250082

F.O.B. Point: N/A **Ship Via:** N/A
Discount Terms: Due in 30

PURCHASER NAME AND PHONE NO:
Maria S Blair
405–954–7883

ESTIMATED VALUE:	$10,067,982.46
FROM:	$10,067,982.46
ESTIMATED VALUE IS CHANGED BY:	$0.00
FUNDED AMOUNT:	$7,996,323.78

IMPORTANT: Contractor ☐ is, ☐ is not required to sign this document and return ____ copies to the issuing office. OMB 2120–0595

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:
BY:
DATE SIGNED

UNITED STATES OF AMERICA
NAME OF CONTRACTING OFFICER:
BY: Maria S Blair 6/20/03
Maria S Blair DATE SIGNED:

Note to Supplier: Revision No. 13 issued 6/20/03.

Note to Vendor
Modification No. One is issued bilaterally effective 1/2/01 to incorporate the following change in contract DTFA–02–01–D–01850: Reference Part III, Section J, Attachment I, Statement of Work for FAA, MMAC Security Guard Service, Paragraph C.5.2 Uniforms, add Item 14, for peerless handcuffs or equal, made from Grade A tempered steel with nickel finish, nylon webb case (1–set each). Replacement page number 27 of the Statement of Work is attached.
The one–time cost impact on the total contract dollar amount will be $2,600 for 58 handcuffs with cases.

Note to Vendor
Modification No. Two is issued bilaterally to incorporate the following changes to the current contract.

(1) Reference Part III, Section J., Attachment 1, Paragraph C.2.9 Contractor Guard Shift Supervisor: delete the paragraph in its entirety and insert the following:

The Contractor shall assign one (1) shift supervisor per shift. These individuals shall have responsibility for the designated period and/or shift. Shift supervisors shall report to the Project Manager.

Shift supervisors shall have two (2) years of guard experience and two (2) years of management experience with four (4) years total experience in facility protection at a level equivalent with the scope of work of this contract.

The shift supervisor shall ensure that each post is staffed as required, that employees are properly uniformed and present a neat appearance, and that each employee is familiar with their post and duties. Shift supervisor shall include an informal 'guardmount' at the start of each shift during which relief personnel shall be assembled for inspection, arming, announcements, and a general transfer of information from one shift's personnel to the next. This is in addition to the time required for posting and relief of personnel.

The shift supervisors shall not hold the position of an on–duty guard except in emergencies. In emergencies, the shift supervisors may staff the post not to exceed three hours in any consecutive eight–hour period.

The shift supervisors shall provide supervision of Contractor personnel to ensure compliance of all contract requirements. (A revised SOW page number 5 and 6 is attached)

(2) The FAA had a requirement to add two (2) additional guard posts at the Mike Monroney Aeronautical Center (MMAC). This additional guard service

will be for the FAA Logistics Center Technical Support Facility (TSF). The guard service will be from 5:30 a.m. to 6:30 p.m., Monday through Friday, except federal holidays. The TSF post requirements shall be to check identification media, issuing visitor badges, requesting escorts from FAA personnel, checking packages, and property removal documentation. This position will be permanent and became effective March 1, 2001. The cost of adding two (2) additional guard posts for the Base Year and Four Option Years is $310,664.22.

Note to Vendor
Modification No. Three is issued bilaterally to add an additional guard post at the Technical Support Facility (TSF). The guard post will be effective September 4, 2001. The guard post shall be at the east entrance of the TSF, from 5:30 a.m. through 6:30 p.m., Monday through Friday, except federal holidays. The guard post requirements include checking identification media, packages, issuing FAA–TSF visitor badges, requesting escorts from FAA–TSF personnel, checking packages and checking property removal documentation. The east guard post will be closed from 11 a.m. through 1 p.m. and interior building checks will be conducted as directed by the COR. Services for this position may be discontinued with a two–week notice. The total cost of adding one (1) additional guard post on this contract for the Base Year and four Option Years is $280,957.16.

Note to Vendor
Modification No. 4 (Revision No. 4) is issued pursuant to AMS CLause 3.2.4–35 Option To Extend the Term of the Contract (April 1996). This revision is executed to exercise the First Option Year (second contract year). The extended period of performance will begin January 1, 2002, and end December 31, 2002, at the Unit Prices in Price Schedule for Item 1.(b); 2.(b); 3.(b); 4.(b); 6.(b); and 7.(b).
Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 94–2431 (Revision No. 15) and insert Wage Determination No. 94–2431 (Revision No. 18).
The contract value is increased by $2,141,264.49 effective January 1, 2002.

Note to Vendor
Funding of this order is subject to fiscal year 2002 appropriation limitations enacted by the United States Congress. The Government's obligation under this order is limited to the amount required to fund operations during the period covered by the current or subsequent continuing resolution. Such limitations shall continue until final fiscal year 2002 appropriations are enacted. In the event a permanent appropriation is not enacted and the current continuing resolution lapses, it may be necessary to shut down these services, unless it has been determined that all or part of these services are essential to the safety of human life or the protection of property, in accordance with the emergency provisions of the Anti Deficiency Act (31 USC 1342).

Note to Vendor
Modification No. 5 (Revision No. 5) is issued bilaterally to incorporate additional Security Guard staffing and changes to the Statement of Work (SOW). A revised SOW dated December 2001 is made a part of this contract under its existing terms and conditions. The effective date of the revision is January 1, 2002. The estimated value of the contract is increased by $1,240,072.92.

Note to Vendor
Modification No. 6 (Revision No. 6) is executed bilaterally pursuant to the exercise of Option One for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applied to the wage determination in this contract by operation of law. The total contract dollar amount is increased by $117,792.31 effective January 1, 2002.

Additionally, this modification will adjust the total dollar amount in CLIN 8 to reflect a reduction for training hours incorrectly proposed for the Secretary II position. The total contract dollar yearly adjustment will be $1,811.97.

The estimated value of the contract is increased by $115,980.34.

Note to Vendor
Modification No. 7 (Revision No. 7) is executed bilaterally effective August 1, 2002, to incorporate changes in the current Statement of Work. The following sections of the Statement of Work are revised.
C.3.4 Surveillance, Patrol and Fixed Post, Item 15 and 16
C.3.17 Education Experience
C.3.39.2 Misdemeanor Convictions
C.5.3 Vehicles
C.5.5 Preventative Maintenance Program for Contractor Vehicles
C.6.10 Failure to Comply with Certification Requirements
C.7.1 General Training, Item 1 and 2
C.9.9 Escort Services

Staffing Requirements – Productive Hours are increased by 1,600 hours for the months of August 2002 and September 2002.

The estimated value of the contract is increased by a total dollar amount of $109,749.20.

Note to Vendor
Modification No. 8 (Revision No. 8) is issued pursuant to the addition of escort services as defined in the Statement of Work, Section C.3.4 Surveillance, Patrol and Fixed Post, Paragraph 15, 16 and Section C.9.9 Escort Services, revised 7/8/02. The staffing requirements for this service are increased by 2,208 Total Hours for the months of October, November, and December 2002, 4th Quarter of the First Option Year. The staffing requirements for the Second, Third, and Fourth Option Years are increased by a total of 9,024 hours. Services for these positions may be discontinued with a two–week notice.

The Estimated Value of the contract is changed by $32,339.33.

Note to Vendor
Modification No. Nine (Revision No. 9) is issued unilaterally by authority of AMS contract clause 3.2.4–35 Option to Extend the Term of the Contract (April 1996). The term of the contract is extended for the Second Option Year (Third Contract Year) for the period beginning January 1, 2003, and ending December 31, 2003. The option is exercised IAW existing contract terms, conditions, and all revisions to this date. Unit Prices in Price Schedule for the Second Option Year are the applicable rates.

Reference Part III, Section J, List of Attachments, Attachment 2: delete Wage Determination No. 1994–2431, Rev. No. 18, and insert Wage Determination No. 1994–2431, Rev. No. 19, dated 06/07/2002.

The total Estimated Value of the contract is changed by $3,538,327.66 effective January 1, 2003.

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Note to Vendor
Modification No. 10 (Revision 10) is executed bilaterally pursuant to the exercise of Option Two for this contract. This modification will incorporate an increase in the contract price to reflect the Contractor's actual increase in applicable wages and fringe benefits applicable to the wage determination on this contract and by operation of law. The total contract dollar yearly adjustment will be an increase of $392,765.18 effective January 1, 2003. The total Estimated Value of the contract with this increase is $10,016,961.22.

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Note to Vendor
Modification No. 11 (Revision 11) is executed bilaterally and with mutual agreement of the parties to incorporate a change in the Statement of Work. The FAA requires security guard services at Gate 20 post be extended an additional 2.5 hours above the current 8 hour shift. The extended hours will become effective April 14, 2003.

Reference Paragraph C.3.4 Surveillance, Patrol and Fixed Post, Item 2 will read, ...and Gate 20 post from 08:00 a.m. through 6:30 p.m. weekdays, except federal holidays.... Part I Section B Price Schedule is revised to reflect the new Unit Prices at CLIN 2, (c) Second Option Year.

The cost for the additional hours will be $13,803. for the contract period beginning April 14, 2003, and ending December 31, 2003. The Estimated Value of the contract will be increased by this amount for a total of $10,030,764.22.

No other change in contract terms or conditions are affected by this modification.

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Note to Vendor
Modification No. Twelve/Revision No. 12 is executed bilaterally pursuant to the Settlement Agreement (ODRA Docket No. 03–ODRA–00273) entered into by the Contractor and the FAA .

Effective July 1, 2003, the modification will incorporate the following changes to the Fixed Price Contract:

(1) Reference Section H, Special Contract Requirements — Add an Economic Price Adjustment Clause H.28. Should the Government exercise its option to extend the term of the contract by authority of Clause 3.2.4–35, the prices for Worker's Compensation Insurance shall be subject to an adjustment IAW with H.28. This clause is not applicable to any other contract prices. See Attachment 1 to Revision No. 12.

(2) Reference Section H, Special Contract Requirements — H.22 Liability Insurance, for purposes of administrative clarification, AMS Clause 3.4.1–10 is incorporated in Section 3.1–1 Clauses and Provisions Incorporated by Reference.

(3) Reference Section I – Contract Clauses, 3.1–1 Clauses and Provisions Incorporated by Reference, delete reference to clause 3.4.1–11.

(4) Reference Section B, Price Schedule— Effective July 1, 2003, the Unit Prices reflect the increase in the worker's compensation rates applicable to (c) Second Option Year (Third Year). see Attachment 2

(5) The Estimated Value of the contract is changed by an increase of $37,218.24 for a revised total of $10,067,982.46.

No other change in the contract terms or conditions is made with this modification.

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Note to Vendor
Modification/Revision No. 13 is executed by and under the authority of clause 3.10.1–12 Changes – Fixed Price (Alternate I) (April 1996) and will be effective June 20, 2003.

Reference Part I, Section H, Special Contract Requirements, insert clause H.29 Foreign Nationals as Contractor Employees (Dec 2002) CLA.4544.

Except as provided herein, all other terms and conditions of the subject contract remain unchanged and in full force and effect.

(a) All contractor personnel involved with the performance of this contract requiring access as defined by the Clause entitled 3.14-2 Contractor Personnel Suitability Requirements, in performance of this contract, shall be a citizen of the United States of America, or an alien who has been lawfully admitted for permanent residence as evidenced by Alien Registration Receipt Card form I-151, or who presents other evidence from the Immigration and Naturalization Service that employment will not affect his/her immigration status. Copies of applicable documentation must be available to appropriate Federal Officials upon request.

(b) Aliens and foreign nationals proposed under this contract who have access to FAA sensitive information, facilities and/or resources must meet the following conditions in accordance with FAA Order 1600.72, chapter 4, paragraph 407: (1) must have resided within the United States for 3 consecutive years of the last 5 years unless a waiver of this requirement is requested and approved in accordance with the requirements stated in FAA Order 1600.72, chapter 4, paragraph 409(b)(3); (2) a risk or sensitivity level designation can be made for the position; and (3) the appropriate security screening can be adequately conducted.