

2. AMENDMENT/MODIFICATION NO MODIFICATION ONE (1)	3. EFFECTIVE DATE MAY 1 2000	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE		

FAA, MIKE MONRONEY AERONAUTICAL CENTER
CENTER ACQUISITION DIVISION AMQ-340
P O BOX 25082
OKLAHOMA CITY OK 73125-4932

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116	<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO
	9B. DATED (SEE ITEM 11)
	<input checked="" type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146
	10B. DATED (SEE ITEM 13) 10-1-99

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

<input checked="" type="checkbox"/> A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input checked="" type="checkbox"/> C. BILATERAL---MUTUAL AGREEMENT OF THE PARTIES.
D. OTHER (Specify type of modification and authority)
<input checked="" type="checkbox"/> E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> IS REQUIRED to sign this document and return two <input type="checkbox"/> copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect			
15A. NAME AND TITLE OF SIGNER (Type or print) Floyd A Anderson CPA/owner		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER	
15B. CONTRACTOR/OFFICER <i>Floyd Anderson</i> (Signature of person authorized to sign)	15C. DATE SIGNED 7-31-2000	16B. UNITED STATES OF AMERICA BY: <i>Steve Ridgeway</i> (Signature of Contracting Officer)	16C. DATE SIGNED 8-09-00

- A. As a result of increased security at the Mike Monroney Aeronautical Center (MMAC), this bilateral modification is issued to incorporate the new security procedures for qualification of contract employees at the MMAC, effective May 1, 2000.
- B. Clause 3.8.2-20, Qualification of Employees (August 1997), listed by reference on contract page 16, is deleted in its entirety and replaced with the attached Clause H.10, Qualification of Employees, (3.8.2-20).
- C. Attachment 3.0, Adjudicative Standards: Issues, is added to Section J of the contract.
- D. The total estimated value of the contract remains unchanged.
- E. Except as provided herein, all other terms and conditions of contract DTFA-02-99-D-15146, as heretofore changed, remains unchanged and in full force and effect.

* * * * * END * * * * *

H.10 QUALIFICATION OF EMPLOYEES (3.8.2-20)

(a) 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 employee screening prior to employees actually commencing work at any Federal Aviation Administration (FAA) facility designated by the contract. This screening shall at a ~~minimum~~ consist of:

(1) The contractor shall obtain a criminal history report of the prospective employee from the appropriate state authority (state where last employed). Payment of any fees charged for such criminal histories shall be the responsibility of the contractor.

(2) Contractor shall contact prospective employee's previous employer for employment history.

(3) When specific experience/educational requirements are required to perform a task, the contractor shall verify the prospective employee's claims to having the required experience or educational qualifications.

(b) As a result of the screening above, any prospective employee that is found to have a history of unacceptable behavior (see Adjudicative Standards, Section J, Attachment 3), within the nine (9) years prior to beginning performance under this contract shall not be allowed to work on any FAA facility.

(1) Screening is not an "excusable delay" as described in the "Default" clause of this contract.

(c) The Contractor shall retain documentation that the above screening has been accomplished prior to contractor's employees starting performance on site and that the employees have been found to have no unacceptable history. The contractor will make available for FAA review, within 10 working days of written request, its documentation supporting accomplishment of pre-employment screening done on each employee scheduled for performance on FAA facilities. If a contractor employee is later found to be unacceptable after a FAA background investigation, and it is found that the above required screening was not accomplished, the contractor shall be held responsible for the cost of doing a second FAA background investigation to refill the position. The cost of additional FAA background investigations in this case may be deducted from requests for payment under the contract.

(d) The FAA may waive the above-required screening if:

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

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

(e) The contractor may request in writing to the Contracting Officer (CO) a review of a specific employees history by FAA Servicing Security Element (SSE) if the employee is found unacceptable under paragraph (b) above. Contractor employee shall not start performance on site until a statement of qualification review approved by the FAA SSE responsible for the contract work site is provided to the CO or designated representative.

(f) Notwithstanding the diligent effort on the part of the contractor to provide qualified and acceptable employees for performance of the contract, the CO may, by written notice, require removal from contract work those employees who have been deemed incompetent, careless, dangerous, unsuitable or otherwise objectionable, those employees determined in violation of Voluntary Separation Incentive Program (a Federal Retirement Buyout Program), or whose continued presence on Government property is deemed contrary to the public interest or inconsistent with actual or apparent Government policies. The Contractor shall fill out, and cause each of its employees 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 employees shall be fingerprinted.

ATTACHMENT 3.0
*ADJUDICATIVE STANDARDS: ISSUES

Major issues or conduct which standing alone would be disqualifying under suitability, for any position may include conviction records within the past 9 years, particularly for issues 1, 2, 4, 5, 6, or 8. In addition, a pattern is defined as two or more related occurrences or a combination of two or more issues of any or all of the items listed below.

1. **Issues related to use or possession of intoxicants:**
Pattern of excessive use as reflected in (1) conviction record; (2) job performance; (3) employment history; (4) inability to function responsibly; (5) medical treatment; and (6) health.
2. **Issues related to illegal use/possession of controlled substances or marijuana:**
Pattern of excessive use as reflected in (1) conviction record; (2) job performance; (3) employment history; (4) inability to function responsibly; (5) medical treatment; (6) health; (7) manufacturing; (8) addiction; (9) importing/trafficking; and (10) cultivating for sale.
3. **Issues related to financial responsibility:**
Pattern of irresponsibility as reflected in (1) credit history; (2) disregard for debts; (3) abuse of fiduciary trust; and (4) continuing, major, valid liabilities.
4. **Issues related to immoral conduct:**
Pattern of misconduct as reflected in (1) conviction record; (2) medical treatment; (3) public knowledge; (4) child molestation; (5) sexual assault statutory rape; (6) incest; and (7) bestiality.
5. **Issues related to honesty:**
Pattern of dishonesty as reflected in (1) disregard for truth; (2) conviction records; (3) abuse of trust; (4) employment records; (5) blackmail; (6) counterfeiting; (7) extortion; (8) armed robbery; and (9) intentional false statement or deception or fraud in examination or appointment.
6. **Issues related to disruptive or violent behavior:**
Pattern of violence as reflected in (1) conviction record; (2) disregard for life or property; (3) civil actions; (4) employment record; (5) medical record; (6) aggravated assault; (7) assault with a deadly weapon; (8) assault with intent to commit rape; (9) kidnapping/abduction; (10) murder; (11) rape; (12) arson; (13) threat or assault upon a public official; (14) voluntary manslaughter; and (15) child abuse.
7. **Issues related to termination or forced resignation:**
Pattern of unemployability based on misconduct or delinquency as reflected in employment history.
8. **Issues related to firearms/weapons:**
Improper/illegal sale or transportation of firearm or explosive; manufacture of firearms or explosives.
9. **Miscellaneous issues:**
Hatch Act violation; (2) mutilation/destruction of public records; (3) engaging in riots or civil disorders; (4) striking against Government; and (5) desertion.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1 2

2. AMENDMENT/MODIFICATION NO MODIFICATION TWO (2)	3. EFFECTIVE DATE MAY 1 2000	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE		

FAA, MIKE MONRONEY AERONAUTICAL CENTER
 CENTER ACQUISITION DIVISION AMQ-340
 P O BOX 25082
 OKLAHOMA CITY OK 73125-4932

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116	(X)	9A. AMENDMENT OF SOLICITATION NO
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146
		10B. DATED (SEE ITEM 13) 10-1-99

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 (a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

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(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C.
	D. OTHER (Specify type of modification and authority)
X	UNILATERAL---Contract Clause 3.10.1-14, Changes--Time and Materials or Labor Hours (April 1996).
X	E. IMPORTANT: Contractor [XX] IS NOT required to sign this document.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:
 See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA BY: <i>Steve Ridgeway</i> (Signature of Contracting Officer)
15C. DATE SIGNED	16C. DATE SIGNED 7-31-00

- A. As a result of increased security at the Mike Monroney Aeronautical Center (MMAC), this unilateral modification is issued to incorporate the new and/or revised security procedures, effective May 1, 2000.
- B. Clause H.5, Government-Issued Keys/Identification Badges and Vehicle Decals (APRIL 1998), is deleted in its entirety and replaced with Clause H.5, Government-Issued Keys/Identification Badges and Vehicle Decals (APRIL 2000-draft).
- C. Clause H.6, Notification of Criminal Activity by Contract Employee (JAN 1997), is deleted in its entirety and replaced with Clause H.6, Notification of Criminal Activity by Contract Employee (MAR 2000).
- D. Clause 3.13-6 Security Requirements (FEBRUARY 2000) (Revised), is added to Part II - Section I -- Contract Clauses.
- E. Clause 3.13-8, Foreign Nationals As Contractor Employees (FEBRUARY 2000), is added to Part II -- Section I --Contract Clauses.
- F. The total estimated value of the contract remains unchanged.
- G. Except as provided herein, all other terms and conditions of contract DTFA-02-99-D-15146, as heretofore changed, remains unchanged and in full force and effect.

* * * * * END * * * * *

**GOVERNMENT-ISSUED KEYS/IDENTIFICATION BADGES
AND VEHICLE DECALS (APRIL 2000-draft)**

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 workday 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.

3.13-6 SECURITY REQUIREMENTS (February 2000) (Revised)

(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 either a Level 1 or 5. Specific information for each labor category is located in the contract file.

(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: None

(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). (End of Clause)

NOTIFICATION OF CRIMINAL ACTIVITY BY CONTRACT EMPLOYEE (MAR 2000)
CLA.0055

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.

3.13-8 FOREIGN NATIONALS AS CONTRACTOR EMPLOYEES (February 2000)

Each employee of the Contractor 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.
(End of Clause)

2. AMENDMENT/MODIFICATION NO MODIFICATION THREE (3)	3. EFFECTIVE DATE OCTOBER 1 2000	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE	
FAA, MIKE MONRONEY AERONAUTICAL CENTER CENTER ACQUISITION DIVISION AMQ-340 P O BOX 25082 OKLAHOMA CITY OK 73125-4932			

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) <p style="text-align: center;"> FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116 </p>	<input checked="" type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NO 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146 10B. DATED (SEE ITEM 13) 10-1-99
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

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	C.
<input checked="" type="checkbox"/>	D. OTHER (Specify type of modification and authority) UNILATERAL--Contract Clause 3.2.4-35, Option to Extend the Term of the Contract (April 1996).
<input checked="" type="checkbox"/>	E. IMPORTANT: Contractor <input checked="" type="checkbox"/> IS NOT required to sign this document.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UICF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER
15B. CONTRACTOR/OFFEROR	16B. UNITED STATES OF AMERICA BY: <i>Steve Ridgeway</i> (Signature of Contracting Officer)
(Signature of person authorized to sign)	16C. DATE SIGNED 9-29-00
15C. DATE SIGNED	

- A. The contract period set forth in Clause F.2, Contract Period, is hereby extended from October 1, 2000 through September 30, 2001 under the existent terms and conditions as identified in Part I, Section B, Supplies or Services and Prices/Costs, First Option Period, (2nd Year).
- B. The total estimated value of this contract modification is \$738,787. The estimated value of the contract, as reflected in Block 15G of Standard Form 26 is increased from \$715,441. to \$1,454,228.
- C. Except as provided herein, all other terms and conditions of contract DTFA-02-99-D-15146, as heretofore changed, remains unchanged and in full force and effect.

* * * * * END * * * * *

AMENDMENT OF SOLICITATION/ICATION OF CONTRACT

CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO
MODIFICATION FOUR (4)
3. EFFECTIVE DATE
OCTOBER 1 2001
4. REQUISITION/PURCHASE REQ NO.
5. PROJECT NO (If applicable)

6. ISSUED BY CODE
**FAA, MIKE MONRONEY AERONAUTICAL CENTER
CENTER ACQUISITION DIVISION AMQ-340
P O BOX 25082
OKLAHOMA CITY OK 73125-4932**
7. ADMINISTERED BY (If other than Item 6) CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)
**FLOYD ANDERSON, CPA
6701 N. BROADWAY, SUITE 225
OKLAHOMA CITY, OK 73116**
9A. AMENDMENT OF SOLICITATION NO
9B. DATED (SEE ITEM 11)
10A. MODIFICATION OF CONTRACT/ORDER
X No.: DTFA-02-99-D-15146
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10-1-99
CODE FACILITY CODE

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The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES(such as changes in paying office, appropriation date, etc.)SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
C.
D. OTHER (Specify type of modification and authority)
X UNILATERAL--Contract Clause 3.2.4-35, Option to Extend the Term of the Contract (April 1996).
X E. IMPORTANT: Contractor [XX] IS NOT required to sign this document.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)
16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
**STEVE RIDGEWAY
CONTRACTING OFFICER**
15B. CONTRACTOR/OFFEROR
(Signature of person authorized to sign)
15C. DATE SIGNED
16B. UNITED STATES OF AMERICA
BY: **Steve Ridgeway**
(Signature of Contracting Officer)
16C. DATE SIGNED
9-28-01

- A. The contract period set forth in Clause F.2, Contract Period, is hereby extended from October 1, 2001 through September 30, 2002 under the existent terms and conditions as identified in Part I, Section B, Supplies or Services and Prices/Costs, Second Option Period, (3rd Year).
- B. The total estimated value of this contract modification is \$761,093. The estimated value of the contract, as reflected in Block 15G of Standard Form 26 is increased from \$1,454,228. to \$2,215,321.
- C. Except as provided herein, all other terms and conditions of contract DTFA-02-99-D-15146, as heretofore changed, remains unchanged and in full force and effect.

* * * * * END * * * * *

2. AMENDMENT/MODIFICATION NO MODIFICATION FIVE (5)	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE	

FAA, MIKE MONRONEY AERONAUTICAL CENTER
 CENTER ACQUISITION DIVISION AMQ-340
 P O BOX 25082
 OKLAHOMA CITY OK 73125-4932

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116	(X)	9A. AMENDMENT OF SOLICITATION NO
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146.
		10B. DATED (SEE ITEM 13) 10-1-99
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
XX	C. BILATERAL—CONTRACT CLAUSE 3.10.1-14 CHANGES – TIME AND MATERIALS OR LABOR HOURS (APRIL 1996) AND MUTUAL AGREEMENT OF THE PARTIES.
	D. OTHER (Specify type of modification and authority)
X	E. IMPORTANT: Contractor [XX] IS REQUIRED to sign this document and return two [2] copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect			
15A. NAME AND TITLE OF SIGNER (Type or print) Floyd A Anderson CPA		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER	
15B. CONTRACTOR OFFICER <i>Floyd A Anderson</i> (Signature of person authorized to sign)		16B. UNITED STATES OF AMERICA BY: <i>Steve Ridgeway</i> (Signature of Contracting Officer)	
15C. DATE SIGNED 9-25-02		16C. DATE SIGNED 9-27-02	

I. The purpose of this modification is to change the contract type from a "Requirements" type to an "Indefinite Delivery-Indefinite Quantity" (IDIQ) type contract. As a result of the contract requirements exceeding the projected government estimates by a considerable amount, the contract type is hereby changed to enable the Government to obtain a quantity discount for the unforeseen requirements. By changing to an "IDIQ" type contract, the contractor shall be guaranteed a "MINIMUM" dollar amount of work for each contract year. The minimum guaranteed quantity for each contract year is \$600,000. As consideration for providing the contractor an annual guaranteed amount, the Government will receive "Price Break Discounts" which will apply to services ordered during the contract year in excess of \$600,000. The contract type is hereby amended by the authority of Contract Clause 3.10.1-14 Changes—Time and Materials or Labor Hours (April 1996).

II. The following changes are hereby made to the Price Schedule listed in Part I, Section B, "Supplies or Services and Price/Costs" listed on contract pages 5R and 6R.

- a. THIRD OPTION YEAR (10-1-02 through 9-30-03) previously listed on contract page 5R is hereby DELETED in it's entirety and REPLACED with the revised THIRD OPTION YEAR, listed on contract page 5R (Revised).
- b. FOURTH OPTION YEAR (10-1-03 through 9-30-04) previously listed on contract page 6R is hereby DELETED in it's entirety and REPLACED with the revised FOURTH OPTION YEAR, listed on contract page 6R (Revised).

III. The following changes are hereby made to Part I—Section G, "Contract Administration Data" listed on contract page 9.

- a. DELETE Contract Clause 3.2.4-19 "Requirements" (October 3, 1996) Alternate I (October 3, 1996) in it's entirety and REPLACE with attached Contract Clause 3.2.4-20 "Indefinite Quantity" (July 1996).

IV. The total estimated value of the contract remains unchanged.

V. Except as provided herein, all other terms and conditions of the original contract, including all modifications issued thereto, remain unchanged and in full force and effect.

* * * * * END * * * * *

3.2.4-20 Indefinite Quantity (July 1996)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the "Ordering" clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the maximum. The Government shall order at least the quantity of supplies or services designated in the Schedule as the minimum.

(c) Except for any limitations on quantities in the "Order Limitations" clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) 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 _____ [insert date].

(End of clause)

PART I - SECTION B
SUPPLIES OR SERVICES AND PRICES/COSTS

B.4. THIRD OPTION YEAR: The contractor shall furnish all personnel and other items or services as necessary to accomplish the required payroll and accounting support services, as set forth below in accordance with the terms, conditions and provisions herein at the pricing set forth below:

SCHEDULE IV (Third Option Period) (October 1, 2002 through September 30, 2003)

Item	Supplies/Services	Est Annual	Rate	Est. Total
		Hours	Per Hour	

Note: Yearly productive hourly base per employee is estimated at 1766 hours.

The Government guarantees to order a MINIMUM quantity of \$600,000. and a MAXIMUM quantity of \$2,600,000. for this contract year.

<u>Labor Discipline (Skill)</u>				
1.a.	General Accountant	1,766	\$ 38.99	\$ 68,856.34
	(1) Overtime	80	\$ 43.59	\$ 3,487.20
	(Project Manager)			
1.b.	General Accountant II	0	\$ 38.42	\$ 0.00
	(1) Overtime	0	\$ 43.59	\$ 0.00
1.c.	General Accountant I	42,384	\$ 34.91	\$ 1,479,625.44
	(1) Overtime	600	\$ 39.20	\$ 23,520.00
1.d.	Accounting Clerk III	35,320	\$ 23.26	\$ 821,543.20
	(1) Overtime	40	\$ 24.21	\$ 968.40
1.e.	Accounting Clerk II	0	\$ 17.59	\$ 0.00
	(1) Overtime	0	\$ 17.54	\$ 0.00
1.f.	Reserved.			

2. Expertise Premium (See SOW, paragraph 1.3.3) Pricing To Be Negotiated.

3. Reserved.

THIRD OPTION YEAR

4. The minimum guaranteed quantity for this contract period is \$600,000. The following price break discounts apply to services ordered during this contract period in excess of \$600,000.00:

- 4.a. Invoice Voucher Billings Exceeding \$600,000.00 apply 0.4 % discount.
- 4.b. Invoice Voucher Billings Exceeding \$850,000.00 apply 0.8 % discount.
- 4.c. Invoice Voucher Billings Exceeding \$1,100,000.00 apply 1.2 % discount.
- 4.d. Invoice Voucher Billings Exceeding \$1,350,000.00 apply 1.6 % discount.
- 4.e. Invoice Voucher Billings Exceeding \$1,600,000.00 apply 2.0 % discount.
- 4.f. Invoice Voucher Billings Exceeding \$1,850,000.00 apply 2.4 % discount.
- 4.g. Invoice Voucher Billings Exceeding \$2,100,000.00 apply 2.8 % discount.
- 4.h. Invoice Voucher Billings Exceeding \$2,350,000.00 apply 3.2 % discount.
- 4.i. Invoice Voucher Billings Exceeding \$2,600,000.00 apply 3.6 % discount.

PART I - SECTION B
SUPPLIES OR SERVICES AND PRICES/COSTS

B.5. FOURTH OPTION YEAR: The contractor shall furnish all personnel and other items or services as necessary to accomplish the required payroll and accounting support services, as set forth below in accordance with the terms, conditions and provisions herein at the pricing set forth below:

SCHEDULE V (Fourth Option Period) (October 1, 2003 through September 30, 2004)

<u>Item</u>	<u>Supplies/Services</u>	<u>Est Annual Hours</u>	<u>Rate Per Hour</u>	<u>Est. Total</u>
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Note: Yearly productive hourly base per employee is estimated at 1766 hours.

The Government guarantees to order a MINIMUM quantity of \$600,000. and a MAXIMUM quantity of \$2,600,000. for this contract year.

<u>Labor Discipline (Skill)</u>				
1.a.	General Accountant	<u>1,766</u>	<u>\$ 40.14</u>	<u>\$ 70,887.24</u>
	(1) Overtime	<u>80</u>	<u>\$ 44.91</u>	<u>\$ 3,592.80</u>
	(Project Manager)			
1.b.	General Accountant II	<u>0</u>	<u>\$ 39.56</u>	<u>\$ 0.00</u>
	(1) Overtime	<u>0</u>	<u>\$ 44.91</u>	<u>\$ 0.00</u>
1.c.	General Accountant I	<u>44,150</u>	<u>\$ 35.94</u>	<u>\$ 1,586,751.00</u>
	(1) Overtime	<u>600</u>	<u>\$ 40.38</u>	<u>\$ 24,228.00</u>
1.d.	Accounting Clerk III	<u>42,384</u>	<u>\$ 23.93</u>	<u>\$ 1,014,249.12</u>
	(1) Overtime	<u>40</u>	<u>\$ 24.93</u>	<u>\$ 997.20</u>
1.e.	Accounting Clerk II	<u>0</u>	<u>\$ 18.09</u>	<u>\$ 0.00</u>
	(1) Overtime	<u>0</u>	<u>\$ 18.06</u>	<u>\$ 0.00</u>
1.f.	Reserved.			
2.	Expertise Premium (See SOW, paragraph 1.3.3)			Pricing To Be Negotiated.
3.	Reserved.			

FOURTH OPTION YEAR

4. The minimum guaranteed quantity for this contract period is \$600,000. The following price break discounts apply to services ordered during this contract period in excess of \$600,000.00:

- 4.a. Invoice Voucher Billings Exceeding \$600,000.00 apply 0.4 % discount.
- 4.b. Invoice Voucher Billings Exceeding \$850,000.00 apply 0.8 % discount.
- 4.c. Invoice Voucher Billings Exceeding \$1,100,000.00 apply 1.2 % discount.
- 4.d. Invoice Voucher Billings Exceeding \$1,350,000.00 apply 1.6 % discount.
- 4.e. Invoice Voucher Billings Exceeding \$1,600,000.00 apply 2.0 % discount.
- 4.f. Invoice Voucher Billings Exceeding \$1,850,000.00 apply 2.4 % discount.
- 4.g. Invoice Voucher Billings Exceeding \$2,100,000.00 apply 2.8 % discount.
- 4.h. Invoice Voucher Billings Exceeding \$2,350,000.00 apply 3.2 % discount.
- 4.i. Invoice Voucher Billings Exceeding \$2,600,000.00 apply 3.6 % discount.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO MODIFICATION SIX (6)	3. EFFECTIVE DATE 10-1-02	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE		
FAA, MIKE MONRONEY AERONAUTICAL CENTER CENTER ACQUISITION DIVISION AMQ-340 P O BOX 25082 OKLAHOMA CITY OK 73125-4932			

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116	(X)	9A. AMENDMENT OF SOLICITATION NO
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146
CODE	FACILITY CODE	10B. DATED (SEE ITEM 13) 10-1-99

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 13, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C.
	D. OTHER (Specify type of modification and authority)
X	UNILATERAL—Contract Clause 3.2.4-35, Option to Extend the Term of the Contract (April 1996).
X	E. IMPORTANT: Contractor [XX] IS NOT REQUIRED to sign this document and return copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER
15B. CONTRACTOR/OFFEROR	16B. UNITED STATES OF AMERICA BY: <i>Steve Ridgeway</i> (Signature of Contracting Officer)
(Signature of person authorized to sign)	16C. DATE SIGNED 9-30-02

- A. The contract period set forth in Clause F.2, Contract Period, is hereby extended from October 1, 2002 through September 30, 2003 under the existent terms and conditions as identified in Part I, Section B, Supplies or Services and Prices/Costs, Third Option Period, (4th Year).
- B. The total estimated value of this contract modification is \$2,398,001. The estimated value of the contract, as reflected in Block 15G of Standard Form 26 is increased from \$2,215,321. To \$4,613,322
- C. All other terms and conditions of the original contract, including all modifications issued thereto, remain unchanged and in full force and effect.

******END******

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

I. CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO MODIFICATION SEVEN (7)	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)
6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE		
FAA, MIKE MONRONEY AERONAUTICAL CENTER CENTER ACQUISITION DIVISION AMQ-340 P O BOX 25082 OKLAHOMA CITY OK 73125-4932			

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) FLOYD ANDERSON, CPA 6701 N. BROADWAY, SUITE 225 OKLAHOMA CITY, OK 73116	(X)	9A. AMENDMENT OF SOLICITATION NO
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER No.: DTFA-02-99-D-15146
		10B. DATED (SEE ITEM 13) 10-1-99
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

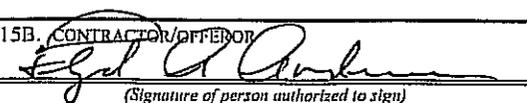
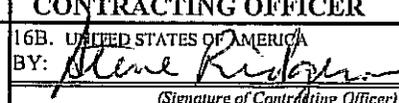
(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
XX	C. BILATERAL—CONTRACT CLAUSE 3.10.1-14 CHANGES – TIME AND MATERIALS OR LABOR HOURS (APRIL 1996) AND MUTUAL AGREEMENT OF THE PARTIES.
	D. OTHER (Specify type of modification and authority)
X	E. IMPORTANT: Contractor [XX] IS REQUIRED to sign this document and return two [2] copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print) Floyd A Anderson CPA/owner	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) STEVE RIDGEWAY CONTRACTING OFFICER
15B. CONTRACTOR OFFICER  (Signature of person authorized to sign)	15C. DATE SIGNED 10-30-02
16B. UNITED STATES OF AMERICA BY:  (Signature of Contracting Officer)	16C. DATE SIGNED 10-30-02

I. Modify the Price Schedule set forth in Part I, Section B, of the contract to ADD one (1) labor category, to include a "PAYROLL TECHNICIAN" effective immediately to the Third Option Year, and also for the Fourth Option Year.

II. Modify the Price Schedule set forth in Part I, Section B, of the contract to DEFINITIZE and ADD "TRAVEL COSTS" retroactive to March 1, 2002 for the Third Option Year, and also for the Fourth Option Year.

III. The following changes are hereby made to the Price Schedule listed in Part I, Section B, "Supplies or Services and Price/Costs" listed on contract pages 5R and 6R.

- a. THIRD OPTION YEAR (10-1-02 through 9-30-03) previously listed on contract page 5R is hereby DELETED in it's entirety and REPLACED with the revised THIRD OPTION YEAR, listed on contract page 5R (Revised).
- b. FOURTH OPTION YEAR (10-1-03 through 9-30-04) previously listed on contract page 6R is hereby DELETED in it's entirety and REPLACED with the revised FOURTH OPTION YEAR, listed on contract page 6R (Revised).

IV. The following change is hereby made to Part I – Section G, "Contract Administration Data".

- a. ADD Contract Clause H.10 REIMBURSEMENT OF TRAVEL COSTS (Jan 2002) (CLA. 4531).

V. The total *ESTIMATED* value of this contract modification is \$189,130. The total *ESTIMATED* value of the contract, as reflected in Block 20 of Standard Form 33 is increased from \$4,613,322. to \$4,802,452.

VI. Except as provided herein, all other terms and conditions of the original contract, including all modifications issued thereto, remain unchanged and in full force and effect.

* * * * * END * * * * *

PART I - SECTION B
SUPPLIES OR SERVICES AND PRICES/COSTS

B.4. THIRD OPTION YEAR: The contractor shall furnish all personnel and other items or services as necessary to accomplish the required payroll and accounting support services, as set forth below in accordance with the terms, conditions and provisions herein at the pricing set forth below:

SCHEDULE IV (Third Option Period) (October 1, 2002 through September 30, 2003)

<u>Item</u>	<u>Supplies/Services</u>	<u>Est Annual Hours</u>	<u>Rate Per Hour</u>	<u>Est. Total</u>
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Note: Yearly productive hourly base per employee is estimated at 1766 hours.

The Government guarantees to order a MINIMUM quantity of \$600,000. and a MAXIMUM quantity of \$2,600,000. for this contract year.

<u>Labor Discipline (Skill)</u>				
1.a.	General Accountant	1,766	\$ 38.99	\$ 68,856.34
	(1) Overtime	80	\$ 43.59	\$ 3,487.20
	(Project Manager)			
1.b.	General Accountant II	0	\$ 38.42	\$ 0.00
	(1) Overtime	0	\$ 43.59	\$ 0.00
1.c.	General Accountant I	42,384	\$ 34.91	\$ 1,479,625.44
	(1) Overtime	600	\$ 39.20	\$ 23,520.00
1.d.	Accounting Clerk III	35,320	\$ 23.26	\$ 821,543.20
	(1) Overtime	40	\$ 24.21	\$ 968.40
1.e.	Accounting Clerk II	0	\$ 17.59	\$ 0.00
	(1) Overtime	0	\$ 17.54	\$ 0.00
1.f.	Payroll Technician	3,532	\$ 22.87	\$ 80,776.84
	(1) Overtime	100	\$ 24.21	\$ 2,421.00

2. Expertise Premium (See SOW, paragraph 1.3.3) Pricing To Be Negotiated.

3. Travel costs to be reimbursed to the contractor in accordance with Contract Clause H.10. Included in this estimated amount is a seven (7) percent Administrative handling fee on all direct travel costs.

TRAVEL COSTS: \$ 10,000.00

PART I - SECTION B
SUPPLIES OR SERVICES AND PRICES/COSTS

B.5. FOURTH OPTION YEAR: The contractor shall furnish all personnel and other items or services as necessary to accomplish the required payroll and accounting support services, as set forth below in accordance with the terms, conditions and provisions herein at the pricing set forth below:

SCHEDULE V (Fourth Option Period) (October 1, 2003 through September 30, 2004)

<u>Item</u>	<u>Supplies/Services</u>	<u>Est Annual Hours</u>	<u>Rate Per Hour</u>	<u>Est. Total</u>
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Note: Yearly productive hourly base per employee is estimated at 1766 hours.

The Government guarantees to order a MINIMUM quantity of \$600,000. and a MAXIMUM quantity of \$2,600,000. for this contract year.

<u>Labor Discipline (Skill)</u>				
1.a.	General Accountant	1,766	\$ 40.14	\$ 70,887.24
	(1) Overtime	80	\$ 44.91	\$ 3,592.80
	(Project Manager)			
1.b.	General Accountant II	0	\$ 39.56	\$ 0.00
	(1) Overtime	0	\$ 44.91	\$ 0.00
1.c.	General Accountant I	44,150	\$ 35.94	\$ 1,586,751.00
	(1) Overtime	600	\$ 40.38	\$ 24,228.00
1.d.	Accounting Clerk III	42,384	\$ 23.93	\$ 1,014,249.12
	(1) Overtime	40	\$ 24.93	\$ 997.20
1.e.	Accounting Clerk II	0	\$ 18.09	\$ 0.00
	(1) Overtime	0	\$ 18.06	\$ 0.00
1.f.	Payroll Technician	3,532	\$ 23.62	\$ 83,425.84
	(1) Overtime	100	\$ 25.06	\$ 2,506.00

2. Expertise Premium (See SOW, paragraph 1.3.3) Pricing To Be Negotiated.

3. Travel costs to be reimbursed to the contractor in accordance with Contract Clause H.10. Included in this estimated amount for travel is a seven (7) percent Administrative Handling Fee on all direct travel costs.

TRAVEL COSTS: \$ 10,000.00

This clause governs the payment of travel expenses as a direct contract cost, as differentiated from indirect travel cost or Company travel that would be governed by the Contractor's internal travel policies. The FAA will reimburse the contractor for travel costs, as specified in this clause, that are required, approved and incurred by contractor personnel traveling outside the commuting range of their assigned work location in performance of this contract.

(a) Travel under this clause must be funded under the contract/order and then authorized in advance by the Contracting Officer or Contracting Officer's Technical Representative before travel costs are charged as a direct contract cost. Transportation, lodging and subsistence expenses shall be separately identified by individual, by trip for reimbursement. Proof of the contractor's actual purchase price is required for commercial transportation, lodging and any other items to be reimbursed at actual cost. Unless directed otherwise, in writing, subsistence cost (meals and incidental expenses) shall be billed and paid on the per diem basis specified below.

(b) Government reimbursements shall not exceed lodging, subsistence or per diem and other rates authorized for the travel destination by the Federal Travel Regulations, FTR as amended, issued by the General Services Administration (GSA) and maintained on their Website. Reimbursement for common-carrier fares shall be limited to actual cost of the lowest economy, standard, coach, or equivalent fare offered during normal business hours, plus customary agent fees. Any other common-carrier charges, reimbursement for private or corporate air travel or use of rental cars must be included in an advanced written authorization to travel. Expenses for transportation by private or corporate vehicles shall be reimbursed on a mileage basis at the GSA transportation rates in effect at the time the travel is accomplished, plus necessary tolls in lieu of actual expenses of such travel.

(c) The contractor shall not be entitled to reimbursement under this clause for any travel costs associated with contractor-directed personnel changes, personnel/labor disputes, for employee convenience, or for travel to and from the normal assigned work locations. All claims for reimbursement are subject to Government cost principles, i.e. allowable, reasonable and allocable requirements.

(d) Travel costs for transportation, lodging, per diem or subsistence and other related expenses shall not be burdened by any profit. Nominal handling charges for reservations, tickets, and receipts may be charged for travel under this clause to the extent specified in the contract/order price schedule or payment clause elsewhere in this contract.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO
MODIFICATION EIGHT (8)

3. EFFECTIVE DATE
10-1-03

4. REQUISITION/PURCHASE REQ NO.

5. PROJECT NO (If applicable)

6. ISSUED BY CODE

7. ADMINISTERED BY (If other than Item 6) CODE

**FAA, MIKE MONRONEY AERONAUTICAL CENTER
CENTER ACQUISITION DIVISION AMQ-340
P O BOX 25082
OKLAHOMA CITY OK 73125-4932**

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

**FLOYD ANDERSON, CPA
6701 N. BROADWAY, SUITE 225
OKLAHOMA CITY, OK 73116**

9A. AMENDMENT OF SOLICITATION NO

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER
No.: DTFA-02-99-D-15146

10B. DATED (SEE ITEM 13)
10-1-99

CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C.

D. OTHER (Specify type of modification and authority)

UNILATERAL—Contract Clause 3.2.4-35, Option to Extend the Term of the Contract (April 1996).

E. IMPORTANT: Contractor [XX] IS NOT REQUIRED to sign this document and return copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See Page 2 of 2 for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
**STEVE RIDGEWAY
CONTRACTING OFFICER**

16B. UNITED STATES OF AMERICA
BY: *Steve Ridgeway*
(Signature of Contracting Officer)

16C. DATE SIGNED
9-29-03

(Signature of person authorized to sign)

- A. The contract period set forth in Clause F.2, Contract Period, is hereby extended from October 1, 2003 through September 30, 2004 under the existent terms and conditions as identified in Part I, Section B, Supplies or Services and Prices/Costs, Fourth Option Period, (5th Year).
- B. The total estimated value of this contract modification is \$2,796,637. The estimated value of the contract, as reflected in Block 15G of Standard Form 26 is increased from \$4,802,452. to \$7,599,089.
- C. All other terms and conditions of the original contract, including all modifications issued thereto, remain unchanged and in full force and effect.

******END******

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO. MODIFICATION NINE (9) 3. EFFECTIVE DATE OCTOBER 1, 2003 4. REQUISITION/PURCHASE REQ NO. 5. PROJECT NO (If applicable)

6. ISSUED BY CODE 7. ADMINISTERED BY (If other than Item 6) CODE
FAA, MIKE MONRONEY AERONAUTICAL CENTER
CENTER ACQUISITION DIVISION AMQ-340
P O BOX 25082
OKLAHOMA CITY OK 73125-4932

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) (X) 9A. AMENDMENT OF SOLICITATION NO
FLOYD ANDERSON, CPA
6701 N. BROADWAY, SUITE 225
OKLAHOMA CITY, OK 73116
9B. DATED (SEE ITEM 11)
10A. MODIFICATION OF CONTRACT/ORDER
X No.: DTFA-02-99-D-15146
10B. DATED (SEE ITEM 13)
10-1-99
CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

- (X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- XX B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES(such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
- C.
- D. OTHER (Specify type of modification and authority)
- X E. IMPORTANT: Contractor [X] IS NOT required to sign this document and return copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Contract DTFA-02-99-D-15146 is modified as follows:

See page two for details of changes.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
STEVE RIDGEWAY
CONTRACTING OFFICER
15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA
BY: Steve Ridgeway 16C. DATE SIGNED
(Signature of person authorized to sign) (Signature of Contracting Officer) 10-3-03

- A. Due to the security residency requirement set forth in FAA Order 1600-72 which is covered by CLA (local clause) 4554, a contract modification is issued to incorporate the revised security procedures effective immediately.
- B. Part I - Section H – Special Contract Requirements, contract page 10:
ADD: H.10, "SECURITY – ESCORTED ACCESS ONLY (SEPT 2003)
CLA. 4553" (attached).
ADD: H.11 "SECURITY – UNESCORTED ACCESS (SEPT 2003)
CLA. 4554" (attached).
- C. Part II – Section I – Contract Clauses, as referenced in Modification Two (2) of the contract:
DELETE: 3.13-8, "FOREIGN NATIONALS AS CONTRACTOR EMPLOYEES (FEB 2000) CLA 4544".
- D. The total estimated value of the contract remains unchanged.
- E. Except as provided herein, all other terms and conditions of contract DTFA-02-99-D-15146, remain unchanged and in full force and effect.

*****END*****

(a) Definitions.

(1) *Access* - In general the term "access" is defined as the ability to physically enter or pass through an FAA area or a facility; or having the physical ability or authority to obtain FAA sensitive information, materials or resources. In relation to classified information, the ability, authority or opportunity to obtain knowledge of such information or materials.

(2) *Classified information* - means official information or material that requires protection in the interest of national security and is classified for such purpose by appropriate classification authority in accordance with the provisions of Executive Order 12958, Classified National Security Information, in accordance with the provisions of Executive Order 12968, Access to Classified Information.

(3) *Contractor employee as used for personnel security* - any person employed as or by a contractor, subcontractor or consultant in support of the FAA.

(4) *FAA Facility as it applies to personnel security* - any manned or unmanned building, structure, warehouse, appendage, storage area, utilities, and components, which, when related by function and location form an operating entity owned, operated, or controlled by the FAA.

(5) *Operating Office* - a FAA line of business, an office or service in FAA headquarters, or a FAA division level organization in a region or center.

(6) *Resources* - FAA resources includes a physical plant, information databases including hardware and software, as well as manual records pertaining to agency mission or personnel.

(7) *Sensitive Information* - any information which if subject to unauthorized access, modification, loss, or misuse could adversely affect the national interest, the conduct of Federal programs, or the privacy to which individuals are entitled under Section 552a of Title 5, United States Code (the Privacy Act), but which has not been specifically authorized under criteria established by an Executive Order or an Act of Congress to be kept secret in the interest of national defense or foreign policy. Sensitive data also includes proprietary data.

(b) It has been determined by the operating office, in conjunction with the Servicing Security Element (SSE), and in accordance with FAA Order 1600.72, that all positions under this contract are low risk (as designated on the FAA Form 1600-77) and seasonal, per diem, temporary, or intermittent and will not exceed 180 days in either a single assignment or a series of assignments and will be exempt from investigation. Therefore, all services or work performed under this contract that are performed at an FAA facility or that involve access to FAA sensitive information, restricted areas, or resources will be done only while under the escort of an authorized FAA employee or an appropriately cleared contractor employee.

(c) This determination does not preclude the SSE from investigating contractor employees under the normal investigative requirements, if it is determined that the contractor employee will require unescorted access to sensitive FAA information, resources and Automated Information Systems, and/or unescorted access to FAA facilities.

(d) If it is determined that the contractor's employees require an investigation, then this contract will be modified to include the applicable security and suitability clauses.

(e) It is the responsibility of the escort to keep the escort-required contractor employee or other person in plain view at all times and must be constantly aware of the contractor employee's or other person's actions. The contractor will not allow any contractor employee unescorted access to FAA facilities, restricted areas, sensitive information or resources.

(f) The contract employee shall not have access to classified information.

(g) For all foreign nationals requiring escorted access to an FAA facility under this contract, the contractor shall furnish the following information to AMC-700, Security and Investigations Division, one week in advance of their proposed escorted access: name, alias(es), SSN, date and place of birth, country(ies) of citizenship, alien registration number, date and place of entry into the US, contract name and contract number.

(h) The contract employee shall comply with all applicable DOT, FAA, and local security directives while performing work under this contract.

End of clause.

(a) Definitions.

(1) Access - In general the term "access" is defined as the ability to physically enter or pass through an FAA area or a facility; or having the physical ability or authority to obtain FAA sensitive information, materials or resources. In relation to classified information, the ability, authority or opportunity to obtain knowledge of such information or materials.

(2) Classified information - means official information or material that requires protection in the interest of national security and is classified for such purpose by appropriate classification authority in accordance with the provisions of Executive Order 12958, Classified National Security Information, in accordance with the provisions of Executive Order 12968, Access to Classified.

(3) Contractor employee as used for personnel security - any person employed as or by a contractor, subcontractor or consultant in support of the FAA.

(4) FAA Facility as it applies to personnel security - any manned or unmanned building, structure, warehouse, appendage, storage area, utilities, and components, which, when related by function and location form an operating entity owned, operated, or controlled by the FAA.

(5) Operating Office - a FAA line of business, an office or service in FAA headquarters, or a FAA division level organization in a region or center.

(6) Resources - FAA resources include a physical plant, information databases including hardware and software, as well as manual records pertaining to agency mission or personnel.

(7) Sensitive Information - any information which if subject to unauthorized access, modification, loss, or misuse could adversely affect the national interest, the conduct of Federal programs, or the privacy to which individuals are entitled under Section 552a of Title 5, United States Code (the Privacy Act), but which has not been specifically authorized under criteria established by an Executive Order or an Act of Congress to be kept secret in the interest of national defense or foreign policy. Sensitive data also includes proprietary data.

(8) Servicing Security Element - the FAA headquarters, region, or center organizational element, which is responsible for providing security services to a particular activity.

(b) This clause applies to the extent that this contract requires contractor employees, subcontractors, or consultants to have access to FAA: (1) facilities, (2) sensitive information, and/or (3) resources regardless of the location where such access occurs, and none of the exceptions listed in FAA Order 1600.72, Chapter 4, paragraph 403g, 403i-1 and/or 409, pertain.

(c) Consistent with FAA Order 1600.72, the FAA Servicing Security Element (SSE) has approved designated risk levels for the following positions under the contract:

<u>Position</u>	<u>Risk Level</u>
ALL CATEGORIES	5

(d) 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, provided, no previous background investigations can be supported as described below, the contractor shall submit the following documentation to the SSE for an employment suitability determination.

(1) 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.

(2) One single sheet fingerprint card (FD-258). The FAA SSE will provide information pertaining to the location of fingerprinting facilities. 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.

(3) 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 described in FAA Order 1600.72. If an employee has had a previous background investigation completed by a federal Government entity, which meets the requirements of Chapter 4 of FAA Order 1600.72, it will be accepted by the FAA, however, the FAA reserves the right to conduct further investigations, if necessary. For each employee for whom a previous background investigation was completed the Contractor shall provide, in writing to the SSE, the name, date of birth, place of birth, and social security number of the employee, the name of the investigating entity and approximate date the previous background investigation was completed.

(4) The Contractor shall submit the required information with a transmittal letter referencing the contract number and this request to:

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

(5) 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 this Clause. A copy of the transmittal letter shall also be provided to the Contracting Officer.

(e) The contractor shall submit the information required by Section (d) 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 (c) of this Clause.

(f) 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 authorized the contractor employee to begin work. However, if this provision is added by modification to an existing contract, contractor employees performing in the positions listed above may continue work on the contract pending:

- (1) the submittal of all necessary forms within 30 days, and
- (2) completion of a suitability investigation by the SSE, subject to the following conditions:

NONE

(3) If the necessary forms are not submitted by the Contractor to the SSE within 30 days of the effective date of the modification, the contractor employee shall be denied access to FAA facilities, sensitive information and/or resources until such time as the forms are submitted.

(g) As applicable, the Contractor shall submit quarterly reports providing the following information to the Contracting Officer with a copy to the SSE and the Operating Office on or before the fifth day following each report period: A complete listing by full name in alphabetical order with the social security number, of all contractor personnel who had access to an FAA facility, sensitive information and/or resources anytime during the report period (social security number shall be omitted from CO and Operating Office copies of report(s)).

(1) In addition to the above mentioned quarterly report requirements, the Contractor shall submit to the SSE on or before the fifth day of each month, any employment changes made during the reporting period. Examples of such changes are terminations (to include name, SSN, termination date), new hires (to include name, SSN, hire date), and name changes. All lists should be in alphabetical order and have the name of the Contractor and the contract number.

(h) The Contractor shall notify the CO within one (1) day after any employee identified pursuant to Section (c) of this Clause is terminated from performance on the contract.

(i) The Contracting Officer may also, after coordination with the SSE and other security specialists, require contractor employees to submit any other security information (including additional fingerprinting) deemed reasonably 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 (d) of this Clause shall apply.

(j) Failure to submit information required by this clause within the time required may be determined by the Contracting Officer a material breach of the contract.

(k) 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.

(l) The contractor agrees to insert terms that conform substantially to the language of this clause, including this paragraph (l) but excluding any reference to the Changes clause of this contract, in all subcontracts under this contract that involve access and where the exceptions under Chapter 4, paragraph 403g, 403i-1, and 409 of FAA Order 1600.72 do not apply.

(m) All contractor personnel involved with the performance of this contract requiring access as defined by this clause, 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.

(n) 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.