

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER		PAGE 1 OF 12						
2. CONTRACT NO. M67854-05-A-5181		3. AWARD/EFFECTIVE DATE 04-Jun-2009		4. ORDER NUMBER 0012		5. SOLICITATION NUMBER						
7. FOR SOLICITATION INFORMATION CALL:		a. NAME				b. TELEPHONE NUMBER (No Collect Calls)						
9. ISSUED BY MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-6050  TEL: 703-432-3773 FAX: 703-432-3765		CODE M67854		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SB <input type="checkbox"/> HUBZONE SB <input type="checkbox"/> 8(A) <input type="checkbox"/> SVC-DISABLED VET-OWNED SB <input type="checkbox"/> EMERGING SB SIZE STD: NAICS: 541330		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE  <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP						
15. DELIVER TO  <b>SEE SCHEDULE</b>		CODE		16. ADMINISTERED BY  <b>SEE ITEM 9</b>		CODE						
17a. CONTRACTOR/OFFEROR LOGIS-TECH, INC. JIM BOUNDS 9450 INNOVATION DR STE 1 MANASSAS VA 20110-2214  TEL. 703-393-0122		CODE 0BJV1		18a. PAYMENT WILL BE MADE BY DFAS-COLUMBUS CENTER MARINE CORPS ATTN- M67443 P.O. BOX 369022 COLUMBUS OH 43218-9022		CODE M67443						
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input checked="" type="checkbox"/> SEE ADDENDUM										
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY		22. UNIT		23. UNIT PRICE		24. AMOUNT	
		<b>SEE SCHEDULE</b>										
25. ACCOUNTING AND APPROPRIATION DATA  <b>See Schedule</b>							26. TOTAL AWARD AMOUNT (For Govt. Use Only)  <b>\$289,915.00</b>					
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED							<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES <input type="checkbox"/> TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.					29. AWARD OF CONTRACT: REFERENCE Logis Tech's <input checked="" type="checkbox"/> OFFER DATED <u>26-May-2009</u> . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: SEE SCHEDULE							
30a. SIGNATURE OF OFFEROR/CONTRACTOR					31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)  				31c. DATE SIGNED 04-Jun-2009			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Vicki L. Whiteman / Contracting Officer TEL: 703-432-3773 EMAIL: vicki.whiteman@usmc.mil							

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS  
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
<p><b>SEE SCHEDULE</b></p>					

32a. QUANTITY IN COLUMN 21 HAS BEEN  
 RECEIVED  INSPECTED  ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: \_\_\_\_\_

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
38. S/R ACCOUNT NUMBER		39. S/R VOUCHER NUMBER		40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY ( <i>Print</i> )	
		42b. RECEIVED AT ( <i>Location</i> )	
		42c. DATE REC'D ( <i>YY/MM/DD</i> )	42d. TOTAL CONTAINERS

## Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Labor/Monthly Reports FFP CAC2S Albany Onsite Logistics Support shall be performed in accordance with the attached Statement of Work and the contractor's proposal dated 26 May 2009. FOB: Destination				\$0.00
NET AMT					\$0.00
0001AA	ACRN AZ - M6785409RCAEB38 FFP FOB: Destination MILSTRIP: M6785409RCAEB38	268,426	Each	\$1.00	\$268,426.00
NET AMT					\$268,426.00
ACRN AZ					\$268,426.00
CIN: M6785409RCAEB380001AA					
0002	Travel/ODCs COST FOB: Destination				\$0.00
ESTIMATED COST					\$0.00

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002AA	ACRN AZ - M6785409RCAEB38 COST FOB: Destination MILSTRIP: M6785409RCAEB38		Each		\$21,489.00
				ESTIMATED COST	\$21,489.00
	ACRN AZ CIN: M6785409RCAEB380002AA				\$21,489.00

### INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0001AA	Destination	Government	Destination	Government
0002	N/A	N/A	N/A	Government
0002AA	Destination	Government	Destination	Government

### DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001			N/A FOB: Destination	
0001AA	POP 22-JUN-2009 TO 21-JUN-2010	N/A	COMMANDER EDITH GARLAND MARCORSYSCOM 2200 LESTER STREET QUANTICO VA 22134-5010 703.432.3083 FOB: Destination	M67854
0002	N/A	N/A	N/A	N/A

0002AA POP 22-JUN-2009 TO 21-JUN-2010 N/A

COMMANDER  
EDITH GARLAND  
MARCORSYSCOM  
2200 LESTER STREET  
QUANTICO VA 22134-5010  
703.432.3083  
FOB: Destination

M67854

## ACCOUNTING AND APPROPRIATION DATA

AZ: 179110627A0 250 67854 067443 2D M67854  
COST CODE: 9RCAEB3817CH  
AMOUNT: \$289,915.00  
CIN M6785409RCAEB380001AA: \$268,426.00  
CIN M6785409RCAEB380002AA: \$21,489.00

## CLAUSES INCORPORATED BY REFERENCE

52.217-8	Option To Extend Services	NOV 1999
52.217-9	Option To Extend The Term Of The Contract	MAR 2000

## AWARD TERMS AND CONDITIONS

### **SECTION TWO**

- Blocks 19-24 – SCHEDULE OF SUPPLIES/SERVICES.** Task Order 0012 is issued as a **FIXED PRICE** order for Labor (CLIN 0001) and **Cost Reimbursable** for ODCS and Travel/Per Diem (CLIN 0002). (In order to insure timely invoice processing in Wide Area Workflow, CLIN 0002 has been entered into the automated contracting system as fixed price resulting in the appearance of FFP on this CLIN and the associated SubCLINs. This action is taken for payment processing purposes only. As stated, CLIN 0002 will be administered as Cost Reimbursable.)
- APPROPRIATION DATA/SPECIAL INSTRUCTIONS:** The Government Payment Office shall make all payments against this order in accordance with the CLIN/ACRN association specified below. All contractor requests for payment made against this contract that fail to specify a CLIN/ACRN association shall be promptly rejected by the Government Payment Office.

### **FUNDS AVAILABLE FOR PAYMENT**

<b>ACRN &gt;&gt;</b>	Labor	Travel/ODC	T&M Support	Total
AZ	268426.00	21489.00	0.00	\$289,915.00
Total	\$268,426.00	\$21,489.00	\$0.00	\$289,915.00

The total amount of funding available for payment under this task order is: **\$289,915.00.**

**3. PACKAGING AND MARKING:** All items shall be prepared and marked for shipment using best commercial practices.

**4. INSPECTION AND ACCEPTANCE:** All deliveries shall be inspected and accepted at point of destination.

**5. CONTRACTING OFFICER'S REPRESENTATIVE (COR):** The COR (e.g., sponsor) for this order is:

**Edith Garland 703-432-3083**

[edith.garland@usmc.mil](mailto:edith.garland@usmc.mil)

Inspection and Acceptance of contract deliverables is the responsibility of the COR, or their duly authorized representative(s). Moreover, the COR serves in a supporting role to the Contracting Officer, providing advice and expertise on technical issues (e.g., COTR). However, only the Contracting Officer has authority to authorize deviations from the terms and conditions of this contract, including deviations from specification requirements and approval of ODCs, or related charges not previously identified in the Contractor's proposal. In the event the Contractor does deviate without written approval of the Contracting Officer, such deviation shall be at the risk of, and all costs relating thereto shall be borne by the Contractor.

#### **6. INVOICES:**

In compliance with DFARS 252.232-7003, "Electronic Submission of Payment Requests (March 2007)", the United States Marine Corps (USMC) utilizes WAWF-RA to electronically process vendor requests for payment. The contractor shall be required to utilize this system when processing invoices and receiving reports under this contract, unless the provision at DFARS 252.232-7003(c) apply. The Contractor shall (i) register to use WAWF-RA at <https://wawf.eb.mil> and (ii) ensure an "electronic business" Point of Contact is designated in the Central Contractor Registration at <http://www.ccr.gov>, within ten (10) days after award of this contract. The USMC WAWF-RA point of contact for this contract is Kathy Spencer and can be reached on 703-432-3793.

Additionally, upload a copy of your invoice into eP<sup>2</sup> using the embedded feature, then send email notification of your invoice postings to [kathy.spencer.ctr@usmc.mil](mailto:kathy.spencer.ctr@usmc.mil). To ensure prompt payment and resolution of anomalies, ACSS uses a central billing model that requires the COR (e.g., sponsor) to review and verify invoice charges within 48-hrs. of posting. ACSS staff coordinate this action and validate/certify the approved charges using WAWF. In this capacity, ACSS technical sponsors serve as the authorizing officials (COR) for all CEOss tasks. Anomaly invoicing issues (e.g., type of charges, rationale, costs, etc.), must be resolved within 72-hrs. of submission, or the invoice will be rejected for cause.

#### Data entry information for WAWF:

Payment Office DoDAAC: M67443

Admin Office DoDAAC: M67854

Service Acceptor DoDAAC: M67854 Extension ACSS

**Contract Number: M67854-05-A-5181**

**Task Order Number: 0012**

The contractor shall bill labor monthly in accordance with the following invoicing matrix:

CLIN 0001AA <a href="#">Modify</a> <a href="#">Delete</a>	Total
07/23/2009	22369.0
08/22/2009	22369.0
09/22/2009	22369.0
10/22/2009	22369.0
11/22/2009	22369.0
12/22/2009	22369.0
01/22/2010	22369.0
02/21/2010	22369.0
03/23/2010	22369.0
04/22/2010	22369.0
05/23/2010	22369.0
06/22/2010	22367.0
Total	\$268,426.00

**7. DELIVERY DESTINATION:**

Commander MARCORSSCOM  
 PG / CAC2S ATTN: Edith Garland  
 2200 Lester St.  
 Quantico, VA 22134-6050

**8. GOVERNMENT FURNISHED PROPERTY (GFP) REQUIREMENTS– N/A**

**9. FACILITIES REQUIREMENTS** – Reference SOW paragraph 3.0. All aspects of facilitization are borne by the Offeror unless specific exception is noted in their proposal, or the task specially notes that “on-site,” e.g., government site, performance will be required.

**10. PERIOD OF PERFORMANCE** - The period of performance for this effort is 12 months beginning **22 June 2009**, with the possibility for two (2) option periods of performance contingent upon superior performance and compliance with the Quality Assurance Surveillance Plan (QASP). Each option period is expected to be 12 months in length.

**11. OPTION PERIODS** - Per your proposal dated 26 May 2009, the Government reserves the right to exercise one or all option periods contingent upon superior performance and compliance with the Quality Assurance Surveillance Plan (QASP) and funds available. If option periods are exercised, the contractor will be notified and a new Task Order will be awarded.

**SECTION THREE**

**STATEMENT OF WORK FOR**  
**ALBANY ON-SITE LOGISTICS SUPPORT**  
**FOR THE COMMON AVIATION COMMAND AND CONTROL SYSTEM (CAC2S)**

**Acquisition, Logistics & Administration support**

**1.0 Scope.** The scope of this effort is to provide on-going logistics and administrative support for the Logistics Management Specialist and Equipment Specialist for Marine Corps Program Executive Office, Land Systems (PEO/LS), CAC2S located at MCLB Albany, GA. This effort entails technical, logistics, provisioning development, and administrative support to monitor and maintain currency of Command and Control (C2) logistics management data, technical documentation, provisioning processing, and technical data packages for systems in all phases of the logistics life cycle.

**1.1 Background.** CAC2S and PEO/LS have acquisition oversight responsibility for a variety of air defense weapon systems, sensors/radars, and command and control systems. SYSCOM Albany has input to the acquisition logistics planning for developmental systems as well as the ongoing upgrades for fielded and post-production systems.

**2.0 General Requirements.** The Contractor shall provide continuous support for the initiatives as generally aligned with the percentage effort stipulated:

Activity – Anticipated Percentage	Para	Metric
On-site Logistics, Provisioning, and Liaison Support (SYSCOM- Albany)	100%	2.1.1 Ref: QASP

The percentage of work associated with each of these task activities may vary slightly by program precedent and volume throughout the performance period though not substantially. The Contractor is responsible for providing suitable technical and analytical expertise to support ongoing responsibilities delineated by activity, as well as variances in the scope of activities. The Contractor shall appoint a technical manager to act as coordinator of task activities and to serve as the overall expert for successful completion of this task initiative. Administrative support shall be provided as required on a matrix basis. Standards of performance are delineated at **Attachment 1** of this document in the Quality Assurance Surveillance Plan (QASP).

**2.1 Specific Requirements.**

**2.1.1 On-site Logistics, Provisioning, and Liaison Support (SYSCOM – Albany).** The CAC2S Logistics Management Specialist and Equipment Specialist are responsible for effecting interface with Logistics Managers and Inventory Managers at Marine Corps Logistics Command (LOGCOM) at Albany. The effort will be accomplished “on-site” and will include full facilitation of program staff acting in an adjunct capacity on behalf of the CAC2S Logistics Management Specialist at SYSCOM-Albany. Within this framework are requirements for supporting the CAC2S Program Office with efficient logistics representation, coordinating priorities, generating

and managing program documentation, developing provisioning data through provisioning conferences, and supporting overall implementation of support requirements consistent with program objectives. The Contractor is responsible for supporting this effort with expert knowledge of logistics requirements consistent with program objectives, SME representation before technical and business panels, and applied knowledge of logistics principles and practices.

**3.0 Facilities, Travel, and ODCs.** The Contractor is required to provide facilities for meetings and IPTs (e.g., 10-20 personnel), as well as a suitable infrastructure (e.g., workstations, data management tools, licenses) to execute program meeting requirements. . Laptops, cellular phones, and other items of convenience are not reimbursable as ODCs. Other Direct Charges (ODCs) associated with the cost of business (e.g., cellular service, special computer applications, etc.) must be identified in the proposal for consideration. Government printing requirements are MANDATED to use Government Printing Offices (GPO) per FAR 8.8, 1-877-DAPS-CAN. ODC requests for printing requirements MUST be obtained and approved by the CEOss Contracting Officer ONLY, prior to conducting these services and after getting applicable waivers. Local travel is anticipated in support of this effort with additional requirements for CONUS / OCONUS travel in excess of ten consecutive days (10 days) per event. Access to Government buildings will be granted for support staff and network accounts established. Travel outside the local region is anticipated. Local travel for both prime and team members will be reimbursed in accordance with the joint Travel Regulations. Quarterly status of funds expended for travel and ODCs shall be submitted to the CAC2S Program Office.

## Attachment 1

### QUALITY ASSURANCE SURVEILLANCE PLAN

**1. Objective.** This Quality Assurance Surveillance Plan (QASP) serves as the principal basis for assessing overall performance quality associated with the CAC2S Albany On Site Logistics Support effort. This document will be used by the Government to assess the effectiveness of the Contractor's management and technical services. This QASP provides the methodology by which the Contractor's performance will be monitored to determine compliance with established performance objectives and to establish performance benchmarks that ensure a quantifiable basis for measuring effectiveness. The plan is designed so that surveillance is limited to that which is necessary to verify the Contractor is performing management and technical services satisfactorily and relates directly to performance of the performance objectives delineated in the SOW.

**2. Government Surveillance.** The CAC2S program office will identify an individual to function as the Technical Representative for this task, and her/his authority will be limited to administering specific technical aspects of the contract. The Technical Representative will not provide direction that is outside the scope of responsibilities delineated under this task order. The designated individual will:

- Maintain a detailed knowledge of the technical requirements of the contract;
- Document Contractor performance in accordance with the QASP;
- Identify and immediately forward notifications of deficient, or non-compliant performance to the Contracting Officer;
- Approve priorities of support, resources, and associated schedules.

**3. Surveillance Methods.** Surveillance of Contractor performance is the method used by the Government to determine whether the Contractor is effectively and efficiently complying with all terms and conditions of the task order. In addition to statistical analysis, the functional expertise of the Technical Representative plays a critical role in adequately evaluating Contractor performance. The below listed methods of surveillance shall be used in the administration of this QASP. The PRS contains the performance objectives that are being measured.

Demonstration - A qualification method that is carried out by operation and relies on observable functional operation. It does not require the use of instrumentation or special test equipment;

Analysis. A qualification method that is carried out by examining and assessing the application of techniques in order to determine if they are appropriate and sufficient. The quality of performance can be determined from Government or Contractor task-based or Management Information System (MIS) reports, Contractor ISO 9000 techniques and procedures, or from Government observation of completed tasks. In some instances, reports may be available in the form of information on a Contractor's performance against contract requirements. Reports generally provide information regarding various characteristics of tasks and can, therefore, be used to determine acceptability of a Contractor's performance.

Inspections: A qualitative inspections can be accomplished through one of the following techniques

- *Random or Stratified Sampling:* With random sampling, services are sampled to determine if the level of performance is acceptable. Random sampling works best when the number of instances of the services being performed is very large and a statistically valid sample can be obtained. Stratified sampling focuses on selected parts of total Contractor output for sampling. Computer programs may be available to assist in establishing sampling procedures.
- *Periodic Inspection, Judgmental Inspection or Planned Sampling:* This method, sometimes called "planned sampling, " consists of the evaluation of tasks selected on other than a 100% or random basis.

**4. Performance Requirements.** The performance requirements set forth in this section correspond to the SOW paragraphs delineated in the table. Enclosure (1) of this document provides standards for performance for specific requirements:

On-site Logistics, Provisioning, and Liaison Support (SYSCOM- Albany). The Contractor will be evaluated on the product quality and development of associated outputs (e.g., implementation plans and logistics documentation). This includes both draft and final products and presentation.

## Enclosure 1

### PERFORMANCE REQUIREMENTS SURVEY (PRS)

Performance Objective	SOW	Performance Standard	<sup>1</sup> Quality Level	Method of Surveillance
On-site Logistics, Provisioning, and Liaison Support (SYSCOM- Albany)	2.1.1	Acceptable performance has been met when the data collection methodology, process integrity, and selected models have been accepted by the Government within prescribed schedules.	Excellent Acceptable Poor	Analysis Demonstration
Staffing Management	2.0	Acceptable performance has been met when the Contractor is fully staffed within 30 days of award, provides personnel IAW proposal by name assignments, is able to maintain a satisfactory retention rate, and fills vacancies within 14 days.	Excellent Acceptable Poor	Analysis

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<sup>1</sup> Numerical values for the adjectival ratings are: >.95 – Excellent – Exceeds standard compliance; .85 - .95 standard compliance – Acceptable; and <.85 – unacceptable. For the first renewal option, a Contractor must receive a rating of .85 or greater. To qualify for a second renewal option, a Contractor must receive a rating of .95 or greater.