

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES	
			J	1	10
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 10-Sep-2015	4. REQUISITION/PURCHASE REQ. NO. N6609815RC30020		5. PROJECT NO.(If applicable)	
6. ISSUED BY NAVSUP FLC JACKSONVILLE CONTRACTS DIVISION KATHLEEN MOORMAN BLDG 110 3RD FLOOR NAS JACKSONVILLE FL 32212-0097	CODE N68836	7. ADMINISTERED BY (If other than item 6) See Item 6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. N68836-15-T-0460	
			X	9B. DATED (SEE ITEM 11) 09-Sep-2015	
				10A. MOD. OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE			FACILITY CODE		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Change period of performance from 9/15/15 - 3/14/16 to 9/21/15 - 3/20/16.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 10-Sep-2015	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SUPPLIES OR SERVICES AND PRICES

CLIN 0001

The CLIN extended description has changed from Provide facilities maintenance support in accordance with the Performance Work Statement. Period of Performance: 15 September 2015 through 14 March 2016. to Provide facilities maintenance support in accordance with the Performance Work Statement. Period of Performance: 21 September 2015 through 20 March 2016..

DELIVERIES AND PERFORMANCE

The following Delivery Schedule item for CLIN 0001 has been changed from:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 15-SEP-2015 TO 14-MAR-2016	N/A	NAVAL HEALTH CLINIC JAMES SUMMERS NAS, BLDG 1370 47149 BUSE ROAD PATUXENT RIVER MD 20670-1540 301-995-2776 FOB: Destination	N66098

To:

DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
POP 21-SEP-2015 TO 20-MAR-2016	N/A	NAVAL HEALTH CLINIC JAMES SUMMERS NAS, BLDG 1370 47149 BUSE ROAD PATUXENT RIVER MD 20670-1540 301-995-2776 FOB: Destination	N66098

The following have been modified:

PERFORMANCE WORK STATEMENT

**Performance Work Statement (PWS)
Naval Health Clinic
Building 1370
47149 Buse Road
Patuxent River, Maryland 20670**

Facilities Maintenance Department

1.0 SCOPE: The contractor shall provide facilities maintenance support services for the Maintenance Department, Naval Health Clinic (NHC) Patuxent River, MD. Support encompasses assignments normally involved with systems for medical and dental facilities, technical and research laboratories, industrial facilities, and office buildings.

2.0 APPLICABLE DIRECTIVES:

- Various OSHA safety, security, local instructions, rules and notices provided by the Naval Health Clinic Patuxent River.
- Knowledge of Federal, State and local environment regulations.

2.1 ACRONYMS AND ABBREVIATIONS:

AO Administrative Officer
ASHRE American Society of Heating, Refrigeration, and Air-Conditioning Engineers
BHC Branch Health Clinic
DGR Designated Government Representative
DoD Department of Defense
HVAC Heating, Ventilation and Air Conditioning
IAW In Accordance With
NAF Naval Air Facility
NFPA National Fluid Power Association
NHC Naval Health Clinic
OSHA Occupational Safety and Health Administration
PWS Performance Work Statement
WRNMMC Walter Reed National Military Medical Center

3.0 REQUIREMENTS:

3.1 FACILITIES MAINTENANCE SUPPORT: The contractor shall provide facilities maintenance support for NHC Patuxent River and surrounding Branch Health Clinics.

- **Planning & Design:** The contractor plans, designs and prepares specifications. Assignments normally involve systems for medical and dental facilities, technical and research laboratories, industrial facilities, and office buildings. The work includes necessary field investigation to determine scopes of work.
- **Drawings & Specifications:** The contractor shall be able to produce and read drawings and specifications for new construction or modification of existing architectural systems. The contractor shall read and interpret building plans, wiring diagrams, engineering drawings, specifications, sketches, and maintenance/repair manuals.
 - The contractor shall prepare and submit cost estimates for engineering projects.
 - The contractor shall perform technical reviews of drawings and other documentation for engineering projects and proposals.
 - The contractor shall plan and coordinate various phases of work to accommodate the needs of tenant customers and those occupying spaces surrounding the work.
 - The contractor shall obtain necessary clearances for work including approvals for utility outages, digging permits, fire prevention, safety, environmental clearances, sanitation, etc., from proper officials.
- **Quality Assurance:** The contractor shall perform quality assurance duties to support construction, repair, and maintenance contracts.
- **Troubleshooting:** The contractor shall investigate, analyze and resolve problems pertaining to the design, construction, maintenance, and repair of NHC facilities, architecture systems, equipment, and subsystems.
- **Joint Commission Related Inspections:** The contractor shall monitor maintenance, inspections, testing, and reporting of hospital architectural systems such as fire walls, fire doors, Fire Protection Testing and maintenance oversight.

- **Survey & Inspection:** The contractor shall routinely inspect the NHC facilities to determine the condition of facilities, and develops plans for improvement.
 - The contractor coordinates and executes mechanical, medical gas outages such as HVAC Systems with WRNNMC customers.
 - The contractor shall often be called upon to be present during the outages.
 - The contractor shall review engineering designs for flaws or possible improvements.
 - The contractor shall work with contractors in planning stages for connecting new mechanical and utility systems consistent with current systems.

3.2 WORKLOAD: It is estimated that 1000 actions will be processed throughout the period of performance at an average of 1per hour or 8 per day.

4.0 SKILLS AND KNOWLEDGE REQUIRED FOR THE POSITION:

Bachelor Degree in Engineering

Extensive experience with facilities engineering systems management

Excellent oral, written, and interpersonal and communication skills.

Must be proficient with the use of automated systems and software.

Knowledge of NFPA, ASHRE, Life Safety Code.

Possess knowledge of conventional technical architectural concepts, principles, and practices, along with a broad range of operational experience in all inter-related fields such as mechanical, plumbing, and medical gas systems.

5.0 PERFORMANCE REQUIREMENTS SUMMARY:

Task or Deliverable	Performance Standard	Acceptable Quality Level (AQL)	Method of Surveillance
Task 3.1	All project conceptions and completions are reported in writing to command representatives on daily basis	95% (5% error) for every 100 entries completed	Random Inspections
	All data base records are complete and available for review on request	95% (5% error) for every 100 entries completed	Random Inspections
	Visits to work sites for accuracy checks are made at least weekly	95% (5% error) for every 100 entries completed	Random Inspections
	All documentation required is prepared and submitted without errors on daily basis	95% (5% error) for every 100 entries completed	Random Inspections
	Evaluate projects for proper work flow on a weekly basis	95% (5% error) for every 100 entries completed	Random Inspections

6.0 PERIOD OF PERFORMANCE: 21 September 2015 through 20 March 2016

7.0 PLACE OF PERFORMANCE/WORK HOURS:

7.1 The primary place of performance is:

Naval Health Clinic Patuxent River

Bldg 1370

47149 Buse Road

Patuxent River, MD 20670-1540

DoDAAC: N66098

7.2 Ancillary places of performance include the surrounding Branch Health Clinics (BHC): BHC Dahlgren, BHC Indian Head and BHC NAF Washington.

7.3 Normal working hours are 40 hours/week (8 hour shifts during normal business hours Monday through Friday).

8.0 WORK ENVIRONMENT AND PHYSICAL DEMANDS: Work is generally performed in an Office Space or Hospital Environment with controlled climate. There is some outside field work.

9.0 PERSONAL APPEARANCE: Contractor employees are the first contact that customers/personnel will have contact with and shall present a neat appearance and be easily recognized as contractor employees. The contractor shall have an appropriate customer service demeanor. All contractor personnel shall at all times, conspicuously display a distinctive badge provided by the contractor, identifying personnel as employees of the contractor, and shall observe and otherwise be subject to such security regulations in effect for the particular premises involved.

10.0 PERSONNEL CONDUCT: The selection, assignment, reassignment, transfer, supervision, management, and control of contractor personnel employed to perform tasks specified herein shall be the responsibility of the contractor. The contractor shall be responsible for the performance and conduct of contractor and subcontractor employees at all times. Personnel employed by the contractor in the performance of this contract, or any representative of the contractor entering the installation shall abide by the security regulations listed in the contract and shall be subject to such checks by the Government as deemed necessary. The contractor shall not employ for performance under this contract any person whose employment would result in a conflict of interest with the Government's standards of conduct.

11.0 INTERACTION WITH OTHER ACTIVITIES:

11.1 Government Personnel: Government and contractor personnel will be working in common office areas. Contractor performance shall not interfere with Government work in the area where any service is being performed. In the event the contractor believes that Government and other contractor personnel are interfering with the performance of the tasks described in this PWS, the contractor shall notify the Designated Government Representative (DGR) immediately. The contractor is obligated to continue performance of the effort described in this contract unless there is authorization from the Contracting Officer and/or DGR to stop work. Failure by the contractor to notify the DGR and receive necessary instructions could result in denial of any additional costs incurred in performance of the contract under such conditions.

11.2 Other Contractor Personnel: Other Government contractors may be performing required services in areas that interrelate with the requirements of this contract. The Government will facilitate initial contact between contractors performing other contracts and this contract. The contractor shall provide all further required coordination between other contractors for any task specified in this contract that relates to or impacts on any other contracted work.

12.0 CONTRACTOR IDENTIFICATION: Contracting personnel must identify themselves as "contractors" when attending meetings, answering Government telephones, or working in situations where their actions could be construed as official government acts. The Contractor must ensure that their employee(s) display(s) his or her name and the name of the company while in the work area, and include the company's name in his or her email display.

13.0 PERSONNEL COMPLIANCE: The contractor shall ensure that contractor employees observe and comply with all local and higher authority policies, regulations, and procedures concerning fire, safety, environmental protection, sanitation, security, traffic, parking, energy conservation, flag courtesy, "off limits" areas, and possession of firearms or other lethal weapons. When two or more directives or instructions apply, the contractor shall comply with the more stringent of the directives or instructions.

14.0 SMOKING/DRUG/ALCOHOL POLICY:

14.1 Smoking/Alcohol Policy: The contractor shall comply with local command smoking policies and workforce requirements. The contractor shall also comply with all Federal drug-free workplace and work force requirements and local command policies. Copies of both policies will be provided to the contractor by the local command Administrative Officer (AO) on performance start date.

14.2 Drug Policy: The contractor shall comply with all applicable Federal statutes, laws, and regulations to implement a Drug Free Workplace Program (DFWP).

15.0 EMPLOYMENT OF FEDERAL EMPLOYEES: The contractor shall not employ or enter into a contract with any person to perform work under this contract who is an employee of the United States Government, either military or civilian, unless such person receives approval IAW applicable Federal, Navy and DoD regulations.

16.0 LANGUAGE REQUIREMENTS: All contractor personnel shall be sufficiently competent in reading, writing, speaking, and understanding English to perform the work.

17.0 MANDATORY CLEARANCES/CERTIFICATIONS/PERMITS: None

18.0 CONTRACT SECURITY REQUIREMENT:

Work under this task order requires access to personally identifiable information (PII) and information protected by the Privacy Act of 1974. In addition to the security requirements below, contractors performing work under this contract must meet the following criteria: Per SECNAV M-5510.30, all individuals with access to PII or Privacy Act information must be US Citizens; therefore US Citizenship is a requirement. In all cases contract employees must meet eligibility requirements for a position of trust at a minimum. The contractor shall comply with all applicable DoD security regulations and procedures during the performance of this task order. Contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, sensitive but unclassified (SBU) information, classified information, and all government personnel work products that are obtained or generated in the performance of this task order. Contractor employees are required to have National Agency Check, Local Agency Check and Local Credit Check (NACLCL) investigation at a minimum in accordance with DoD Instruction 8500.2. Local Agency Check and Local Credit Check must be submitted and results received prior to commencement of work. A security clearance may also be required to perform work under this contract. **AN "UNFAVORABLE" OR "NO DETERMINATION" ADJUDICATION OF THE CONTRACTOR EMPLOYEES INVESTIGATION WILL RESULT IN IMMEDIATE TERMINATION OF ACCESS TO THE WORKSPACE AND RECORDS.**

Purpose: Reference is hereby made to Navy awarded contracts requiring contractor access to Navy information systems, SBU information, areas critical to the operations of the command, and/or classified information. Although these contracts may not be classified, contractor employees are required to have obtained a favorably adjudicated National Agency Check with Local Agency and Credit Checks (NACLCL) determination at a minimum. The Department of the Navy (DoN) has determined that all DoN Information systems are sensitive regardless of whether the information is classified or unclassified. A contractor whose work involves access to sensitive unclassified information warrants a judgment of an employee's trustworthiness. Therefore, all personnel accessing DoN Computer systems must undergo investigation for a position of trust to verify their trustworthiness. Also, Commands will include Facility Access Determination (FAD) program requirements in the contract specifications when determinations for facility access only will be required on the contractor employees. The following addresses those requirements for Security.

NO FOREIGN NATIONAL WILL BE EMPLOYED ON THIS GOVERNMENT CONTRACT.

This clause does not apply to employees hired overseas in accordance with Status of Forces Agreements, Diplomatic (memorandums) of understanding or other Host Nation Agreements. Employees hired under these agreements are subject to local pre-employment checks.

"Each contractor employee shall comply with the HSPD-12 E-Verify Federal Acquisition Regulations FAR **Clause 52.222-54** Employment Eligibility Verification"

All contractors, working within DoN Spaces must be entered into the Joint Personnel Adjudication System (JPAS), and then owned by their contracting company facility security officer (FSO). The receiving command Security Manager will then service those individuals in JPAS for tracking and monitoring of their investigation status. If no previous investigation exists the contractor personnel shall complete the requirement for a NACLCL.

NACLC's for positions of trust will be processed through the receiving command Security Manager.

Investigative requirements for DoN Contractor personnel requiring access to classified information are managed under the National Industrial Security Program (NISP). Requests for investigation of contractor personnel for security clearance eligibility are processed by the Office of Personnel Management (OPM) and adjudicated by Defense Industrial Security Clearance Office (DISCO). When Sensitive Compartmented Information (SCI) access is at issue, the **Department of the Navy Central Adjudication Facility (DoNCAF)** is the adjudicative authority for all DoN Contractor personnel requiring SCI access eligibility.

The Contractor shall ensure that a complete security package, (SF-85, SF-85P, SF-86 and FD258 2 copies) are submitted to the Command Security Officer receiving the contracted services in order for the Security Officer to conduct a suitability review of the submitted investigative forms.

The Contractor FSO or security representative shall ensure that individuals assigned to the command are U.S. citizens and will ensure completion of the SF-85P or SF-86. The SF-85P or SF-86 along with the original signed release statements and two applicant fingerprint cards (FD 258) will be forwarded to the receiving command Security Manager at least one week prior to reporting for duty.

Personnel cannot be properly processed and provided system access prior to their reporting date without receiving the investigative paperwork one week prior.

For contracts requiring a position of trust the Command Security Officer will submit the forms for a position of trust. For classified contracts the contractor FSO will submit the SF-86 to OPM for processing and eventual adjudication by DISCO.

The completed SF-85P or SF-86 will be reviewed by the receiving command Security Manager for completeness, accuracy and suitability prior to the submission. If the contractor appears suitable after the questionnaire has been reviewed, the request will be forwarded to OPM.

The completed SF-85P or SF-86 along with attachments will be forwarded to the Office of Personnel Management (OPM) who will conduct the NACI investigation or equivalent. All contract personnel will in-process with the receiving command Security Manager and Information Assurance Manager upon arrival to the command and will out-process prior to their departure.

Please note: When processing a Questionnaire for National Security Positions, the applicants can only access the e-QIP system if they have been instructed to do so by an appropriate official at sponsoring agency. Individuals cannot pre-apply for a security clearance, nor update their security questionnaire, unless granted access by an appropriate agency official. The e-QIP software can be accessed at the Office of Personnel Management (OPM) website <http://www.opm.gov/e-qip/index.asp> or <http://www.dss.mil> the contractor shall provide the completed Questionnaire for Public Trust Positions, or Questionnaire for National Security Positions with the original signed release statements and two applicant fingerprint cards (FD 258) to the receiving command Security Manager for suitability determination. The receiving command Security Manager will review the form for completeness, accuracy and suitability issues, and forward to OPM as detailed on the OPM website. Applicants can obtain an SF-86 or SF-85P by visiting the Office of Personnel Management (OPM) website located at: <http://www.opm.gov/forms/html/sf.asp>. The responsibility for providing the fingerprint cards rests with the contractor.

The Department of the Navy Central Adjudication Facility will provide the completed investigation to the receiving command Security Manager for the determination in cases where a favorable determination cannot be reached due to the discovery of potentially derogatory information. The command will provide written notification to the contractor advising whether or not the contractor employee will be admitted to command areas or be provided access to unclassified but sensitive business information. Determinations are the sole prerogative of the commanding officer of the sponsor activity. If the commanding officer determines, upon review of the investigation, that allowing a person to perform certain duties or access to certain areas, would pose an unacceptable risk, that decision is final. No due process procedures are required.

The contractor employee shall take all lawful steps available to ensure that information provided or generated pursuant to this arrangement is protected from further disclosure unless the agency provides written consent to such disclosure. Security clearance requirements are defined in the DD-254 of the basic contract for those contracts that will require employees to handle classified information.

The FSO will ensure that the SAAR-N is forwarded to the receiving command Security Manager for receipt at least one week prior to the start date for the individual.

"ALL AUTHORIZED USERS OF DoD INFORMATION SYSTEMS SHALL RECEIVE INITIAL

INFORMATION ASSURANCE IA ORIENTATION AS A CONDITION OF ACCESS AND THEREAFTER MUST COMPLETE ANNUAL IA REFRESHER AWARENESS TRAINING TO MAINTAIN AN ACTIVE USER ACCOUNT."

Pre-employment Clearance Action: Employees requiring access to classified information, upon reporting to their position, will be read into access by the local command security representative. A local classified material handling indoctrination will take place at that time. The I-9 form lists acceptable forms of identification that can be provided to prove U.S. citizenship. Dual citizens are required to renounce their secondary citizenship in order to work for the U.S. government. Citizenship can be renounced by turning in the foreign national passport to a government security officer for destruction or to the originating embassy of the passport. Individuals should request a signed affidavit from their embassy recognizing the renouncing of their citizenship.

Acceptable Proof of Citizenship

a. For individuals born in the United States, a birth certificate is the primary and preferred means of citizenship verification. Acceptable certificates must show that the birth record was filed shortly after birth and it must be certified with the registrar's signature. It must bear the raised, impressed, or multicolored seal of the registrar's office.

The only exception is if a state or other jurisdiction does not issue such seals as a matter of policy. Uncertified copies of birth certificates are not acceptable. A delayed birth certificate is one created when a record was filed more than one year after the date of birth. Such a certificate is acceptable if it shows that the report of birth was supported by acceptable secondary evidence of birth. Secondary evidence may include: baptismal or circumcision certificates, hospital birth records, or affidavits of persons having personal knowledge about the facts of birth. Other documentary evidence can be early census, school, or family bible records, newspaper files, or insurance papers. All documents submitted as evidence of birth in the U.S. shall be original or certified documents.

b. If the individual claims citizenship by naturalization, a certificate of naturalization is acceptable proof of citizenship.

c. A Passport, current or expired, is acceptable proof of citizenship.

d. A Record of Military Processing-Armed Forces of the United States (DD Form 1966) is acceptable proof of citizenship, provided it reflects U.S. citizenship.

e. If Citizenship is from the Island of Puerto Rico; see Puerto Rico Birth Certificates Law 191 of 2009, at web site <http://www.prfaa.com/birthcertificates/>.

f. If citizenship was acquired by birth abroad to a U.S. citizen parent or parents, the following are acceptable evidence:

(1) A Certificate of Citizenship issued by the Department of Homeland Security, U.S. Citizenship and Immigration Services (USCIS) or its predecessor organization.

(2) A Report of Birth Abroad of a Citizen of the United States of America

(3) A Certificate of Birth.

19.0 PERSONNEL REMOVAL: Government rules, regulations, laws, directives, and requirements that are issued during the term of the performance period relating to law and order, installation administration, and security shall be applicable to all contractor employees and representatives who enter the installation. Violation of such rules, regulations, laws, directives, or requirements shall be grounds for removal (permanently or temporarily as the Government determines) from the work site or installation. Removal of employees does not relieve the contractor from the responsibility for the work defined in this contract.

Removal by Installation Commander: The Installation Commander may, at his discretion, bar an individual from the installation under the authority of 18 USC 1382 (1972), for conduct that is determined to be contrary to good order, discipline, or installation security and safety.

Removal Requested by Designated Government Representative (DGR): The DGR may require the contractor to remove an employee working under this contract for reasons of misconduct or security violations. Contractor employees shall be subject to dismissal from the premises upon determination by the DGR that such action is necessary in the interest of the Government.

Removal by Military Police: Contractor employees may be denied entry to or may be removed from the installation by Military Police if it is determined that the employee's presence on the installation may be contrary to good order, discipline, or installation security and safety.

Removal for Unsatisfactory Performance: The government reserves the right to require the Contractor to remove and replace any personnel who provided unsatisfactory performance, demonstrate insufficient knowledge, or possess

inadequate skill levels necessary to complete assigned tasks. The skill level of the staff provided shall be current and consistent with new technologies.

20.0 GOVERNMENT PROPERTY FURNISHED. The work under this contract is located at a Government site or installation. In accordance with DFARS PGI 245.102-70(2) property that is incidental to the place of performance; such as when the contract requires contractor personnel to be located on a Government site or installation where the use of Government-provided office space and equipment, e.g., chairs, telephones, and computers, is standard practice will be made available and used by contractor personnel. The contractor shall maintain the assigned office space(s) in a neat and orderly manner. Contractor shall only use Government provided items to accomplish the tasks required under this contract. Personal or company use of phones, utilities, computers, printers, copiers, etc., not directly related to required services is strictly prohibited. Contractor shall not remove any Government provided items from the worksite without the express written permission of the DGR. The Government shall provide official vehicle support to the contractor in order to facilitate their official duties. The vehicles shall consist of Government sedans or vans. The Government shall furnish all major maintenance on the vehicles, as well as fuel. The contractor shall adhere to all military and civilian government driving regulations, guidelines and laws. The contractor shall be responsible for any traffic fines they incur while driving a Government owned vehicle IAW FAR and GSA Fleet procedures.

21.0 CONTRACTOR FURNISHED MATERIAL/EQUIPMENT: THE CONTRACTOR MUST OBTAIN MOTOR VEHICLE LIABILITY INSURANCE COVERING BODILY INJURY AND PROPERTY DAMAGE, PROTECTING THE CONTRACTOR AND DOD AGAINST THIRD PARTY CLAIMS ARISING FROM OWNERSHIP, MAINTENANCE OR USE OF A GSA FLEET VEHICLE OR DOD OWNED VEHICLE.

22.0 TRAVEL AND PER DIEM: None.

23.0 SAFETY: The contractor is solely responsible for compliance of all safety regulations of employees while working on government owned facilities. All accidents which may arise out of, or in connection with, performance of services required hereunder which result in injury, death, or property damage, shall be reported in writing to the Contracting Officer and cognizant DGR within twenty-four hours of such occurrence. Reports shall provide full details of the accident, including statements from witnesses. The fore-going procedures shall also apply to any claim made by a third party against the contractor as a result of any accident that occurs in connection with performance under this contract.

24.0 NON-PERSONAL SERVICE STATEMENT: Contractor employees performing services under this order will be controlled, directed, and supervised at all times by management personnel of the contractor. Contractor management will ensure that employees properly comply with the performance work standards outlined in the PWS. Contractor employees will perform their duties independent of, and without the supervision of, any Government official or other Defense Contractor. The tasks, duties, and responsibilities set forth in the task order may not be interpreted or implemented in any manner that results in any contractor employee creating or modifying Federal policy, obligating the appropriated funds of the United States Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee, or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and will perform the inspection and acceptance of the completed work.

25.0 GOVERNMENT MANAGEMENT OVERSIGHT: Government management will provide general instructions on limitations and deadlines. Additional instructions will be provided for any unusual assignments or those that vary from established procedures. The contractor's employees will independently carry out the assignments. Completed work will spot-checked by Government management for adherence to procedures, accuracy, completeness.

26.0 DELIVERABLES:

26.1 Facilities Maintenance Support Services: The contractor shall ensure quality service is maintained to perform services throughout the life of the contract and methods for improving the overall quality are also employed. Offerors shall therefore prepare and submit a management/quality control plan. The final Government approved plan

shall be submitted within five working days of contract start date. The plan shall discuss the Contractor's overall approach and procedures for evaluating the major service area contained in the PWS, communicating with the Government, resolving deficiencies, identifying potential improvements, and managing day to day operations. As part of the management/QCP, the contractor may conduct internal QC inspections. Results of any contractor internal QC inspections and corrective actions taken shall be made available to the Government for review throughout the performance of this PWS. The Government may periodically require the contractor to update/revise the management/QCP to ensure quality service is maintained throughout the life of the contract.

26.2 5237.102(90) Enterprise-wide Contractor Manpower Reporting Application (ECMRA)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Naval Health Clinic Patuxent River, MD via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>.

27.0 TECHNICAL POINT OF CONTACT AND INSPECTION AND ACCEPTANCE:

The Designated Government Representative/Technical Representative under this Contract and the person responsible for performing inspection and acceptance of the contractor's performance at the destination will be divulged upon award.

(End of Summary of Changes)