

Date of Award: MAY 11 1999	Contract Number (if any): DTFA0199C00035	Award No. (if any):
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IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers. OMB 2120-0595

Contractor (Name, Address, and Zip Code): RAYTHEON TECHNICAL SERVICES COMPANY 2 WAYSIDE ROAD BURLINGTON, MA 01803	Mail Invoice To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591
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Contact Point/Phone No:  F.O.B. Point: Ship Via: Discount Terms: Destination Best Means Due in 30	Issuing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170
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PURCHASER NAME AND PHONE NO: Mary M. McGrath (703) 707-5647	FAX No: 703-707-5675  ESTIMATED VALUE: \$33,566,362  FUNDED AMOUNT: \$0.00
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IMPORTANT: Contractor  is,  is not required to sign this document and return \_\_\_ copies to the issuing office.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY: Lori E. Weber Director, Contracts <i>Lori E Weber</i> DATE SIGNED: 5/14/99	UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>Mary M McGrath</i> DATE SIGNED: 5/19/99
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SECURITY EQUIPMENT INSTALLATION, INTEGRATION, AND TECHNICAL SUPPORT SERVICES.

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

B.1 BASIC CONTRACT PERIOD

CLIN-0001 Labor Categories--Time and Materials (T&M)

<u>Labor Category</u>	<u>Fully Burdened Hourly Rate</u>	<u>Estimated Amount</u>
Program Manager		
Lead Engineer		
Airport/Air Carrier/Industry Specialist		
Sr. Systems Engineer		
Systems Engineer		
Sr. Design Engineer		
Design Engineer		
Reliability Engineer		
Sr. Test Engineer		
Test Engineer		
Field Engineer		
Field Technician		
Engineering Aid		
Maintenance Specialist		
Training Specialist		
Doc. Specialist/Tech. Writer		
Information Specialist		
Senior Operations Analyst		
Senior Instructional Designer		
Publications Systems Specialists		
Senior Artist Illustrator		
Installation Engineering Manager		
Data Base Administrator/Manager		
Sr. Project Control Specialist		
Buyer/Contracts Administrator		
Clerical		
Senior Statistician		
Test Technician		
Baggage Technician		
Senior Software Engineer		
Software Engineer		
Senior Human Factors Engineer		
Human Factors Engineer		
Configuration Management Specialist		
Explosives Specialist		
Sub-Contract(s)*		

Total Est. Hrs w/sub: 121873

Total Estimated Labor Amount

\$ 7,608,862

\* Sub-Contract(s) hours and dollars included in labor categories.

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

Non-labor Other Costs (Excluding Fee/Profit)

Estimated Materials:	(Government Estimate)	\$ 24,400,000
Estimated Other Direct Cost (ODC)		\$ 357,500
Estimated Travel/Per Diem	(Government Estimate)	\$ 1,200,000
	Base Year TOTAL	\$ 33,566,362
		(Estimate)

**PROFIT OR FEE SHALL NOT BE PAID ON TRAVEL/PER DIEM, OTHER DIRECT, AND MATERIAL COSTS:**

The contractor shall not exceed the level of hours or dollar amount stated herein while performing under this contract without written authorization from the Contracting Officer.

NOTE: Government supplied estimates above are for evaluation purposes only.

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

B.2 OPTION YEAR 1-- CONTRACT YEAR 2

CLIN-0002 Labor Categories-- Time and Materials (T&M)

<u>Labor Category</u>	<u>Fully Burdened Hourly Rate</u>	<u>Estimated Amount</u>
Program Manager		
Lead Engineer		
Airport/Air Carrier/Industry Specialist		
Sr. Systems Engr.		
Systems Engineer		
Sr. Design Engineer		
Design Engineer		
Reliability Engineer		
Sr. Test Engineer		
Test Engineer		
Field Engineer		
Field Technician		
Engineering Aid		
Maintenance Specialist		
Training Specialist		
Doc. Specialist/Tech. Writer		
Information Specialist		
Senior Operations Analyst		
Senior Instructional Designer		
Publications Systems Specialists		
Senior Artist/Illustrator		
Installation Engineering Manager		
Data Base Administrator/Manager		
Sr. Project Control Specialist		
Buyer/Contracts Administrator		
Clerical		
Senior Statistician		
Test Technician		
Baggage Technician		
Senior Software Engineer		
Software Engineer		
Senior Human Factors Engineer		
Human Factors Engineer		
Configuration Management Specialist		
Explosives Specialist		
Sub-Contract(s)*		

b(4)

Total Est. Hrs w/sub: 121873      Total Estimated Labor Amount      \$ 7,775,837

\* Sub-Contract hours and dollars have been included in labor categories.

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

Non-labor Other Costs (Excluding Fee/Profit)

Estimated Materials:	(Government Estimate)	\$ 27,400,000
Estimated Other Direct Cost (ODC)		\$ 368,225
Estimated Travel/Per Diem	(Government Estimate)	\$ 1,300,000
	Option Year 1 TOTAL	\$ 36,844,062
		(Estimate)

**PROFIT OR FEE SHALL NOT BE PAID ON TRAVEL/PER DIEM, OTHER DIRECT, AND MATERIAL COSTS.**

The contractor shall not exceed the level of hours or dollar amount stated herein while performing under this contract without written authorization from the Contracting Officer.

NOTE: Government supplied estimates above are for evaluation purposes only.

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

B.3. OPTION YEAR 2-- CONTRACT YEAR 3

CLIN-0003 Labor Categories--Time and Materials (T&M)

<u>Labor Category</u>	<u>Fully Burdened Hourly Rate</u>	<u>Estimated Amount</u>
Program Manager		
Lead Engineer		
Airport/Air Carrier/Industry Specialist		
Sr. Systems Engr.		
Systems Engineer		
Sr. Design Engineer		
Design Engineer		
Reliability Engineer		
Sr. Test Engineer		
Test Engineer		
Field Engineer		
Field Technician		
Engineering Aid		
Maintenance Specialist		
Training Specialist		
Doc. Specialist/Tech. Writer		
Information Specialist		
Senior Operations Analyst		
Senior Instructional Designer		
Publications Systems Specialists		
Senior Artist/Illustrator		
Installation Engineering Manager		
Data Base Administrator/Manager		
Sr. Project Control Specialist		
Buyer/Contracts Administrator		
Clerical		
Senior Statistician		
Test Technician		
Baggage Technician		
Senior Software Engineer		
Software Engineer		
Senior Human Factors Engineer		
Human Factors Engineer		
Configuration Management Specialist		
Explosives Specialist		
Sub-Contract(s)*		



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Total Est. Hrs w/sub: 121873      Total Estimated Labor Amount      \$ 8,006,459

\* Sub-Contract hours and dollars have been included in labor categories.

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

Non-labor Other Costs (Excluding Fee/Profit)

Estimated Materials:	(Government Estimate)	\$ 27,400,000
Estimated Other Direct Cost (ODC)		\$ 379,236
Estimated Travel/Per Diem:	(Government Estimate)	\$ 1,300,000
	Option Year 2 TOTAL	\$ 37,085,695
		(Estimate)

PROFIT OR FEE SHALL NOT BE PAID ON TRAVEL/PER DIEM, OTHER DIRECT, AND MATERIAL COSTS.

The contractor shall not exceed the level of hours or dollar amount stated herein while performing under this contract without written authorization from the Contracting Officer.

NOTE: Government supplied estimates above are for evaluation purposes only.

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

B.4 OPTION YEAR 3-- CONTRACT YEAR 4

CLIN-0004 Labor Categories--Time and Materials (T&M)

<u>Labor Category</u>	<u>Fully Burdened Hourly Rate</u>	<u>Estimated Amount</u>
Program Manager		
Lead Engineer		
Airport/Air Carrier/Industry Specialist		
Sr. Systems Engr.		
Systems Engineer		
Sr. Design Engineer		
Design Engineer		
Reliability Engineer		
Sr. Test Engineer		
Test Engineer		
Field Engineer		
Field Technician		
Engineering Aid		
Maintenance Specialist		
Training Specialist		
Doc. Specialist/Tech. Writer		
Information Specialist		
Senior Operations Analyst		
Senior Instructional Designer		
Publications Systems Specialists		
Senior Artist Illustrator		
Installation Engineering Manager		
Data Base Administrator/Manager		
Sr. Project Control Specialist		
Buyer/Contracts Administrator		
Clerical		
Senior Statistician		
Test Technician		
Baggage Technician		
Senior Software Engineer		
Software Engineer		
Senior Human Factors Engineer		
Human Factors Engineer		
Configuration Management Specialist		
Explosives Specialist		
Sub-Contract(s)		



b4

Total Est. Hrs w/sub: 121873

Total Estimated Labor Amount

\$ 8,263,364

\* Sub-Contract hours and dollars have been included in labor categories.

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

Non-labor Other Costs (Excluding Fee/Profit)

Estimated Materials:	(Government Estimate)	\$ 27,400,000
Estimated Other Direct Cost (ODC)		\$ 390,641
Estimated Travel/Per Diem	(Government Estimate)	\$ 1,300,000
	Option Year 3 TOTAL	\$ 37,354,005
		(Estimate)

PROFIT OR FEE SHALL NOT BE PAID ON TRAVEL/PER DIEM, OTHER DIRECT, AND MATERIAL COSTS.

The contractor shall not exceed the level of hours or dollar amount stated herein while performing under this contract without written authorization from the Contracting Officer:

NOTE: Government supplied estimates above are for evaluation purposes only.

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

B.5 OPTION YEAR 4-- CONTRACT YEAR 5

CLIN-0005 Labor Categories--Time and Materials (T&M)

<u>Labor Category</u>	<u>Fully Burdened Hourly Rate</u>	<u>Estimated Amount</u>
Program Manager		
Lead Engineer		
Airport/Air Carrier/Industry Specialist		
St. Systems Engr.		
Systems Engineer		
Sr. Design Engineer		
Design Engineer		
Reliability Engineer		
Sr. Test Engineer		
Test Engineer		
Field Engineer		
Field Technician		
Engineering Aid		
Maintenance Specialist		
Training Specialist		
Doc. Specialist/Tech. Writer		
Information Specialist		
Senior Operations Analyst		
Senior Instructional Designer		
Publications Systems Specialists		
Senior Artist Illustrator		
Installation Engineering Manager		
Data Base Administrator/Manager		
Sr. Project Control Specialist		
Buyer/Contracts Administrator		
Clerical		
Senior Statistician		
Test Technician		
Baggage Technician		
Senior Software Engineer		
Software Engineer		
Senior Human Factors Engineer		
Human Factors Engineer		
Configuration Management Specialist		
Explosives Specialist		
Sub-Contract(s)*		

Total Est. Hrs w/sub: 121873      Total Estimated Labor Amount      \$ 8,523,198

\* Sub-Contract hours and dollars have been included in labor categories.

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

Non-labor Other Costs (Excluding Fee/Profit)

Estimated Materials:	(Government Estimate)	\$ 27,400,000
Estimated Other Direct Cost (ODC)		\$ 402,343
Estimated Travel/Per Diem	(Government Estimate)	\$ 1,300,000
	Option Year 4 TOTAL	\$ 37,625,541
		(Estimate)

**PROFIT OR FEE SHALL NOT BE PAID ON TRAVEL/PER DIEM, OTHER DIRECT, AND MATERIAL COSTS.**

The contractor shall not exceed the level of hours or dollar amount stated herein while performing under this contract without written authorization from the Contracting Officer.

NOTE: Government supplied estimates above are for evaluation purposes only.

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STATEMENT OF WORK

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STATEMENT OF WORK

SECURITY EQUIPMENT INTEGRATION SERVICES

S.O.W

1. SCOPE

1.1 Introduction

The contractor shall provide all necessary qualified personnel, services and materials to conduct and manage the integration and installation of Government furnished security equipment at designated airports. The services shall include testing, and logistics related to equipment integration/installation, and technical support services. All work provided shall be in accordance with the terms and conditions of this contract.

1.2 Summary of Work

The Contractor will provide the planning, design, engineering and management support services required to test, integrate and install Government Furnished security equipment at up to 400 airports or other facilities in geographically dispersed locations to be designated by the Government. The Contractor will plan, integrate, install and/or manage the installation of the security equipment; conduct factory acceptance testing, system integration, equipment site acceptance testing; conduct or oversee vendor provided training of operators, maintenance technicians, FAA security personnel, and/or personnel designated by user; provide or oversee vendor provided maintenance support until transfer of operational control of equipment to the airlines; collect and analyze data related to the performance and operation of the new security equipment; as required by the Government, evaluate the impact of the new security equipment upon air carrier and airport operations, and provide technical support and consultant services. All or a portion of these services may be required by the Government for a period of up to one year or subsequent to transfer of operational control of the equipment to the airlines.

1.3 FAA Management Structure

This Security Equipment Integration (SEI) contract will be managed by the FAA Security Equipment Integrated Product Team (SEIPT).

1.4 Government Tasking Direction

The SOW contains a wide range of required activities. The FAA will issue Task Orders for the work required under this contract. Individual Task Orders will describe the work required at specific sites which may include one or more of the testing, planning, logistics support, installation, integration, training, data collection and analysis and/or oversight activities specified in this SOW, and delineation of hours worked, if different from normal work hours.

1.5 Contractor's Roles and Responsibilities

The Contractor shall be responsible for the planning, logistics, scheduling, project control, oversight, engineering, installation, testing, training and maintenance activities at geographically dispersed airports as specified in the task orders issued under this contract.

PART I - SECTION C  
STATEMENT OF WORK

1.6 Security Requirements

The contractor shall possess the capability to store and safeguard from unauthorized disclosure information of national security concern pursuant to Executive Order 12356, National Security Information, and unclassified information determined to be sensitive security information pursuant to Title 14, Code of Federal Regulations, Part 191, Withholding Security Information from Disclosure Under the Air Transportation Security Act of 1974. The Contractor shall complete Sections 6, 7, and 8 of DD-254 in its entirety and submit it with the oral presentation briefing package. See Attachment J for copy of DD-254.

2. APPLICABLE DOCUMENTS

2.1 FAA Standards

FAA-STD-002c 11 March 1987	Facilities Installation Drawings Preparation
FAA-STD-020b 11 May 1992	Transient Protection, Grounding, Bonding and Shielding Requirements for Electronic Equipment
FAA-STD-021a 17 Aug 1987	Configuration Management (Contractor Requirements)
FAA-STD-025c 10 Dec 1992	Preparation of Interface Documentation
FAA-STD-005D	Preparation of Specification Documents
FAA-STD-018A	Computer Software Quality Program Requirements
FAA-STD-024B	Preparation of Test and Evaluation Document

2.2 Military Standards

MIL-STD-12D 29 May 1981	Abbreviations for Use on Drawings, and in Specifications, Standards and Technical Documents
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2.3 Other Government Documents, Drawings, and Publications

The following Documents of the exact issue shown form a part of this SOW to the extent specified herein.

DOT/FAA/AP-83/6	Request for Action (RFA)
ACS Memorandum, 10/18/90	Explosives Detection System classification Guidance for Explosives Detection System Information/Data
ACT-1 Memorandum, 3/22/90	Standard Operating Procedures for Classified Data Processing
DOT/FAA Order 1600.2C	National Security Information

PART I - SECTION C  
STATEMENT OF WORK

2.3 Other Government Documents, Drawings, and Publications (continued)

DOT/FAA Order 1600.54B	FAA Automated Information Systems Security Handbook
FAATC Order 1710.2B	Preparation and Issuance of Formal Reports, Technical Notes, and Other Documentation
FAR 107	Airport Security
FAR 108	Airplane Operator Security
FAR 109	Indirect Air Carrier Security
FAR 129	Operations: Foreign Air Carriers and Foreign Operators of U.S. Registered Aircraft
FAR 139	Certification and Operations: Land Airports Service Certain Air Carriers
PL 101-604	Aviation Security Improvement ACT of 1990

2.4 Availability Of Documents

2.4.1 FAA Documents may be obtained through:

Federal Aviation Administration  
Monroe Business Center  
590 Herndon Parkway, Suite 120  
Herndon, Virginia 20170

2.5 Vendor Furnished Documents

Applicable operating vendor documentation will be provided with the security equipment.

2.6 Data Item Descriptions

DI-ENG-047A	Site Survey Report
DI-ENG-005A	Site Installation Plan

2.7 Tests Plans

Systems Level Master Test Plans

Factory Acceptance Test Plans

Site Acceptance Test Plans

2.8 Configuration Management Plan

PART I - SECTION C  
STATEMENT OF WORK

3. PROGRAM MANAGEMENT

3.1 Program Manager

The Contractor shall be fully responsible for the integration and coordination of the work described in the SOW. The Program Manager shall be the single focal point within the Contractor's activity for all required program tasks. The Contractor's Program Manager shall be prepared at all times, given reasonable notice, to present and discuss with the Contracting Officer and the Technical Officer the status of all requirements and problems.

3.2 Program Management Plan

The Contractor shall prepare and submit for government approval, a Program Management Plan (PMP). The PMP shall serve as the baseline for describing the Contractor's work plan. The PMP shall describe the Contractor's technical approach, project management organization, assignments and responsibilities, project cost and schedule control safeguards to be applied to this contract, resource planning methodology, subcontractor management, and project coordination procedures. The Contractor shall periodically update the PMP as necessary, or as requested by the FAA, to maintain consistency between it and actual practices, and as reflected in the individual task orders.

The Contractor shall provide a draft PMP within thirty (30) calendar days after contract award. The FAA review comments shall be given to the Contractor within seven (7) calendar days after receipt; and the document shall be finalized by the Contractor within five (5) calendar days thereafter.

3.3 Schedule Management

The Contractor shall act as the master scheduler for this program. The Contractor shall schedule and coordinate accomplishment of all necessary activities with common carriers transporting security equipment, local riggers and handlers, local and corporate airline, local and regional airport authority, security screening company, vendors and other government contractor personnel and subcontractor personnel to assure the orderly and expeditious completion of the program.

The Contractor shall establish and maintain an up-to-date schedule of major activities based on a logical and efficient sequence of events designed to accomplish the work described in this SOW and subsequent individual task orders. The schedule shall be presented in the form of a Network Logic Schedule.

3.4 Risk Management

The Contractor shall prepare and maintain a schedule using Microsoft/Project 98. The schedule shall be prepared to define how the major activities described in this SOW and individual task orders will be accomplished, both at an overall program level and by individual airport sites. Sufficient detail shall be employed to show the planned tasks and subtasks, and their logical sequences and relationships to permit accurate progress monitoring and reporting.

The schedule shall be used to identify, understand, and control schedule risk. Schedule risk assessments shall be conducted to identify elements of risk, provide detailed assessment of each risk element, and describe the approach proposed to control each identified risk. The planned risk reduction actions shall be included in the schedule.

The schedule shall be product oriented and reflect the subdivision of effort, planned according to the way the work will actually be performed. The schedule shall include the site survey, site plan, design, installation, testing, integration, and training for the new security equipment at airports, as specified in each task order as appropriate. Other task order schedules shall reflect the planned effort utilizing work breakdown structure, level III.

PART I - SECTION C  
STATEMENT OF WORK

3.5 Financial Management

The Contractor shall maintain a cost control system to meet the requirement under this contract. The cost and schedule status shall be included as an agenda item in the regular Program Overview Meetings (POMs). All cost tracking shall be directly associated with specific Task Orders. Tracking of costs, where applicable, shall be accomplished at the site location level.

In addition, the site location level shall be further tracked against the various SEI activities (i.e. site survey, Site Installation Plan (SIP), site installation cost, Operational Qualification Test (OQT)). This applies to all tasks except for the general Project Management Task. Each labor category shall be tracked by task order.

3.6 Project Status Reporting

3.6.1 Monthly Reports. The Contractor shall prepare and submit written monthly Program Status Reports to the Government detailing progress and any pertinent technical, cost and schedule aspects of the contract. These reports shall be as of the end of the Contractor's business/financial month, and submitted on the 3rd business day after the period.

3.6.2 Weekly Reports. The Contractor shall track the status of sites and specific activities identified in the task order. Reports shall be provided weekly, or on demand as directed by the Technical Officer.

3.7 Meetings, Conferences, and Reviews

Meetings shall be held regularly to ensure effective program management, efficient and effective resolution of problems throughout the life of the contract. The types and frequencies of these meetings shall include, as a minimum those described in the following subparagraphs. Where practical, at least five (5) workdays before any meeting, the hosting office shall notify the other offices of the time, date, location and proposed agenda of the meeting.

3.7.1 Post Award Conference

A Post Award Conference shall be held at a location designated by the Contracting Officer within ten (10) calendar days after contract award. This conference may last approximately 1 to 2 days.

3.7.2 Program Overview Meetings (POMs)

The Contractor shall conduct monthly POMs at the SEIPT office or the contractor's facility beginning with the Post Award Conference. The purpose of the POMs shall be for the Contractor to present a detailed contract status, review outstanding action items, review potential and actual technical and programmatic problem areas, evaluate performance relative to cost ceilings set forth in task orders and milestones set forth in the Program Management Plan, and provide a forum for highlighting activities planned for the next period. Address at all POMs, the amount of utilization of all labor categories, and graph monthly burn rate vs. work effort accomplished by task order and summary level. Hard copies of presentation materials shall be made available at the POM for all participants.

The Contractor shall prepare and submit for Government review, an agenda at least five (5) working days prior to the POM. The Contractor shall prepare and submit to the Government, minutes of each POM within five (5) workdays following the meeting.

PART I - SECTION C  
STATEMENT OF WORK

3.7.3 Technical Interchange Meetings (TIMs)

The Government may request TIMs when necessary between the Contractor and the Technical Officer and/or Technical Officer's designated representative. The purpose of these TIMs shall be to discuss any outstanding schedule, integration and/or installation engineering issues, activities and related documentation, and resolve through mutual agreement, technical, schedule or programmatic issues associated with this contract/task orders. The Contractor shall submit minutes and other documentation as required within five (5) workdays following the meeting.

3.8 Data Management

In close coordination with the FAA, the Contractor shall establish and maintain an automated data management index and data library of documents used to plan, test, design, and install and manage the project. The library shall include site plans, technical drawings (including as-built drawings), test and evaluation reports, site surveys and assessments, data collection and analysis material and pertinent documents clarifying technical matters. The Contractor shall maintain, and make available for FAA review and use, an electronic media copy of the critical documents and drawings produced for this contract including internal documents and CDRL items. Upon completion of the contract, this data management index and library shall be delivered to the Government.

3.9 Reporting Schedule and Cost Risks

The Contractor shall identify and report program schedule and cost ceiling risks to the Government. The Contractor shall evaluate program schedule and cost ceiling risks and formulate plans for the elimination or reduction of such risks. Newly identified risks and the status of all previously identified risks shall be reviewed and discussed at each Program Overview Meeting. A summary of identified risks and related progress on elimination or reduction of risks identified earlier shall be included in the Monthly Program Status Reports to the Government. The contractor shall provide a current Estimate at Completion (EAC) for each task order and/or equipment installation location.

3.10 Government Furnished Equipment (GFE)

The Government will furnish the Contractor with the various types of bulk, trace, or other security equipment for installation at designated facilities. The equipment may be delivered at the factory of origin, at the terminal, or at other designated sites as determined by the Government. The contractor will make all arrangements for storing, shipping, and positioning the equipment.

3.10.1 Bulk Explosives Detection Equipment

The Government will furnish the Contractor with Bulk Explosive Detection Systems manufactured by different equipment vendors for installation and integration into designated facilities.

3.10.2 Trace Explosives Detection Equipment

The Government will furnish the Contractor with various trace explosive detection devices for installation at security screening checkpoints at up to 400 airports or other designated facilities. Some installations will be in conjunction with the bulk detection equipment for screening checked baggage. Multiple qualified vendors will manufacture trace equipment.

PART I - SECTION C  
STATEMENT OF WORK

3.10.3 Other Security Equipment

The Contractor may be required, as delineated by specific task orders issued under this contract, to install or oversee the installation, integration and testing of other GFE security equipment at airports or other designated locations, including non-certified bulk detection equipment, screener training and evaluation equipment, automated passenger profiling equipment, and/or access control or other security related equipment.

4. SECURITY EQUIPMENT INSTALLATION

4.1 Overview

The Contractor shall plan, establish procedures for, conduct, and document integration, installation and testing of the security equipment furnished by the Government. Installation shall be performed in conjunction with the GFE vendor(s) when directed by the FAA under specific task orders. The Contractor shall integrate and install the GFE security equipment with existing security screening and/or baggage handling subsystems for both checked and carry-on bags. The Contractor shall provide engineering support, field integration and installation personnel as required to perform assigned tasks. After FAA acceptance of the security equipment and the security system becomes operational, the Contractor shall oversee or provide training and maintenance support as required until ownership is transferred to the appropriate air carriers. The contractor may be required to provide similar support for previously installed equipment.

4.2 Site Survey, Preparation and Planning

The contractor shall coordinate and conduct site surveys with responsible stakeholders (i.e. corporate and station air carrier representatives, local airport representatives and local FAA security personnel, etc) to investigate all appropriate siting options leading to an analysis of site layouts and recommendations about feasible installation locations including alternatives analysis.

4.2.1 Site Survey Summary

The surveys of the site shall consider special service requirements for electrical power, climate control, communication services, floor loading, equipment handling, and access clearance requirements. The Contractor shall collect and analyze data, conduct necessary demand and baggage flow modeling, and consult with the appropriate airline and airport representatives to determine any special operational or facility considerations including existing or planned terminal modification or construction that must be accommodated.

4.2.2 Site Surveys/ Reports

For specified airport sites and airlines, the Contractor shall conduct installation site surveys and submit site survey reports in accordance with DI-ENG-047A Site Survey Report. The Contractor shall coordinate with vendors supplying the GFE security equipment for installation details and special requirements including pre-installation and site preparation requirements. The site surveys shall describe the site preparation requirements, site specific deficiencies, and provide detailed estimates of cost, schedule and major milestone to complete integration, installation, acceptance testing and initial operational capability. The site survey report shall include the advantages and disadvantages of each installation option presented in the site survey.

4.2.3 Multiple Site Surveys

The contractor shall not perform additional surveys at the same air carrier terminal site without explicit authorization from the FAA's COTR.

PART I - SECTION C  
STATEMENT OF WORK

4.2.4 Coordination and Contact with Stakeholders

The contractor is solely responsible for all coordination, and communications directed at contacting and presenting material to the key decision-makers who will determine the exact location of the equipment in the airport terminal. The contractor is expected to function as an expeditor and troubleshooter for quickly resolving all installation related issues.

4.2.5 FAA Site Manager

The FAA will designate a FAA SEIPT member as site manager for each equipment installation. The site manager will be the primary SEIPT point of contact for each installation and shall receive copies of all plans, reports, and any additional documentation pertaining to that site.

4.3 GFE Equipment

The vendor will normally ship all GFE security equipment to airport receiving docks in shipping crates of appropriate sizes to allow movement through the terminal area. If any repackaging is to be performed by the contractor, the maximum size of any individual system crate, or package, shall not exceed external dimensions that allow for ease of transportability through the building from the equipment delivery point to its final location at the airport site.

4.4 Site Installation Plan (SIP)

The Contractor shall use the site survey data to develop a detailed SIP for integration of the GFE security equipment into the existing passenger and baggage processing systems. The SIP shall be in accordance with DI-ENG-005A, Site Installation Plan. The systems engineering and design analysis shall include previously conducted and/or additional manual or computer analysis, as needed, to determine the placement of GFE security equipment, and other associated baggage handling equipment (including additional baggage belting/handling devices purchased under this contract), to optimize baggage handling based on airline schedule, airline operational factors, and airport facility layout. The designs shall reflect the capability to handle peak load of baggage on the busiest days of the year.

The Contractor shall ensure that GFE vendor physical environmental guidelines are taken into account including any special structural foundation and mechanical requirements. All security equipment shall be physically positioned in accordance with GFE vendor installation guidelines and air carrier operational requirements. The equipment layout shall, to the extent possible, provide clear and unrestricted access to any rack or equipment unit including consoles. This access shall permit maintenance or removal of part of all equipment at any rack or unit or console location.

The Contract Deliverables for design analysis work will be called out by task order and may include, but not be limited to, the following areas: Integrated security system design, interface design, and analysis for selection of equipment, number of units, installation location selected, and cost estimate for installation and integration of security equipment.

## PART I - SECTION C STATEMENT OF WORK

### 4.4.1 Integration and Installation Design Documentation

After all major issues presented in the site survey report and security equipment integration design documents have been resolved, the Contractor shall prepare and submit a SIP detailing all steps to be conducted throughout the installation and integration process. The Contractor shall coordinate with local airline and airport representatives at specific sites to obtain all necessary review, permits and approvals of the design drawings and installation plan. As specified in individual task orders, the contractor shall provide a complete, accurate, and validated set of installation drawings, which reflect the as-built configurations of each site where the GFE security equipment is installed.

### 4.5 Security Equipment Installation and Integration

The Contractor shall install and integrate all security equipment in conjunction with the GFE Contractor(s), when directed by the FAA. The Contractor shall ensure proper operation of the subsystems when connected to existing, baggage handling equipment and external interfaces.

For each specified site, the contractor shall obtain, as required, all necessary approvals, permits, authorizations, etc. required for providing utilities (heating, ventilating, air-conditioning, power, and telecommunications) and space for the security equipment installation. Installation, integration and testing of explosive detection equipment shall not, to the extent possible, disrupt, or interfere with airline or airport operations. Any disruptions or interference with airline or airport operations that cannot be avoided shall be closely coordinated with and approved in advance by the affected parties prior to commencement of such activities. The contractor shall perform work at night, weekends, or other varied non-operational hours when required. If dismantling of existing airline or airport facilities or equipment or other measures are necessary to complete the installation, the contractor shall be responsible for the full restoration to pre-installation conditions of these unrelated facilities or equipment.

The Contractor shall coordinate with FAA, GFE vendors, airport and airline representatives, for specific security equipment installation sites taking into account terminal main doorway openings, doorway clearances, floor ramps and other physical constraints.

## 5.0 EQUIPMENT TEST AND CHECKOUT

### 5.1 Overview

As required, the Contractor shall perform system tests and final acceptance tests of GFE security equipment installed at each site leading to transfer of ownership of the security equipment from FAA to the receiving organization. As directed by the FAA, the Contractor may be required to participate in and witness factory testing of the GFE security equipment. On-site acceptance test procedures shall be consistent across all airport sites for each security equipment type. The FAA will provide acceptance test criteria to the Contractor after award as required.

All of the contractor employees performing on the acceptance test team shall have a secret level security clearance.

### 5.2 System Level Master Test Plan (SLMTP)

The Contractor shall utilize the SLMTP provided by the FAA. The Contractor shall update the LMTP as directed by the FAA.

PART I - SECTION C  
STATEMENT OF WORK

5.3 Site-Specific Test Plans

A generic site acceptance test plan for the specific security equipment being integrated will be provided to the contractor. When directed by the FAA, the contractor shall develop, coordinate, and submit to the FAA for approval site-specific test plans. These plans will describe the specific testing protocols and procedures for final acceptance testing of all GFE vendor equipment, baggage belting systems and other associated equipment for the responsible airline at that facility. The Contractor shall participate in test planning activities with FAA, airline representatives and local airport facilities to ensure that continuity, test scenario content, scheduling, and resource availability are fully coordinated with all parties.

5.4 Equipment and System Testing

Contractor test activities shall be in support of the GFE installation test and check out, acceptance test at the airport operational site and post operational evaluation activities prior to transfer ownership to the airlines. When required, the Contractor shall conduct all testing in accordance with the FAA approved master test plan and site-specific system test plans. The Contractor shall prepare and submit acceptance test reports for tests conducted on security equipment installed and integrated at each airport site.

5.4.1 Vendor Factory Testing

As directed by the Government, the contractor may be required to conduct/participate and assist the government with factory acceptance (FAT) testing of GFE security equipment at GFE vendor facilities or other designated facilities. These tests shall be conducted in accordance with the FAA furnished SLMTP and equipment specific FAT plan.

5.4.2 Installation Tests and Equipment Check Outs

GFE security equipment installation tests and equipment checkouts will be conducted by the GFE vendors in conjunction with the Contractor.

5.4.3 Site Acceptance Testing

As required, the contractor shall conduct GFE security equipment acceptance tests in accordance with the FAA furnished SLMTP and SAT Plan. These tests shall, at the discretion of the Government, be witnessed by FAA, airline and airport representatives and/or equipment vendor representatives.

5.5 Test Data Collection and Management

As directed by the FAA, the Contractor shall collect all test data from the security equipment installation tests and checkout. The Contractor shall keep records of all test data in both manual log and computer media. Also, records shall be kept of data reduction computer software runs and test data analysis. When directed by the FAA, the contractor shall continue to collect operational data of the security equipment after successful completion of acceptance tests until the ownership of the equipment is formally transferred from the FAA to the airlines. As directed by the FAA, the contractor shall be required to continue to keep records for up to one year after transfer of operational control of equipment to air carriers.

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6.0 TRAINING

6.1 Training Requirements

GFE Contractors shall provide training in the installation, operation and maintenance of the security equipment. As directed, the Contractor shall be required to provide additional support to FAA and airlines in overall quality control and/or in supplementing vendor training to FAA inspectors, airlines security personnel and others. The contractor shall coordinate training activities of the GFE vendors at airport sites and perform an oversight role for all training activities of other parties under contract to the Security Equipment Integrated Product Team. Additionally, the contractor, when directed, shall develop training material and conduct operational training.

7.0 MAINTENANCE SUPPORT

7.1 Equipment Maintenance Support

The contractor shall provide oversight of GFE security equipment maintenance support provided by GFE vendors from the installation phase to transfer of ownership to the air carrier. The contractor shall coordinate with GFE vendors to assure access to qualified field engineering personnel on as needed basis. As directed by the Government, the contractor may be required to perform extended maintenance beyond 90 days after acceptance, in the event the transfer of operational control of the equipment to the airlines has not been completed as planned.

7.2 Equipment Maintenance Log

The contractor shall establish a security equipment maintenance logbook including maintenance activities of the security equipment's hardware, software, and calibration conducted by the contractor and GFE vendor field engineering personnel for each site. The contractor shall train local operators in the proper updating of the logbook. The maintenance logbook shall track reliability, maintainability and availability (i.e., meantime between failure, meantime to repair for up to one year.) The maintenance logs shall be transferred to the air carriers, or other party designated by the Government, at the time of transfer of operational control of the equipment to the airlines.

7.3 Equipment Supplies

The contractor shall keep an accurate record of all security equipment consumable supplies (e.g., swipes, filters, samples for trace detection equipment) furnished with the equipment by the GFE vendors. These supplies shall be transferred to the air carrier or other designated party when ownership of the equipment transfers to the airlines.

8.0 YEAR 2000 COMPLIANCE

All products and services delivered by the contractor under this acquisition including equipment, software, automated reports and automation programs shall comply with all applicable FAA requirements for Year 2000 Compliance.

SEIPT acquisition of products to be GFE to the SEI contractor are being acquired by the FAA by contract vehicles that include requirements to meet all applicable FAA requirements for Year 2000 Compliance.

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9.0 ENGINEERING SUPPORT AND TECHNICAL CONSULTATION

The deployment of the security equipment is the culmination of the research, engineering and development (RE&D) process. The FAA's Technical Center, AAR-500, is the RE&D Division for developing and testing security equipment to fulfill the FAA's security policies and regulations. All engineering support effort must address the integration of ongoing RE&D projects into an operational environment. Therefore, the Contractor shall support the FAA in all phases of the life cycle development process from concept initiation, through research, engineering and development. The contractor shall support the FAA in concurrent engineering, application development, engineering development, and deployment. The contractor shall provide technical expertise to develop, document, and report on accomplishment(s) as applicable, to ensure that the overall efforts are consistent with program objectives as follows:

- a. Review technical publication packages in sufficient detail to verify that all technical requirements for systems, components, devices, products, processes, and materials are included. The review shall address the adequacy and completeness of the packages.
- b. Perform information searches, data gathering, correlation, and interpretation of the technical data required to support the preparation, revision, or verification of technical documentation including reports, specifications, recommendation data sheets, and engineering change proposals.
- c. Provide publications or presentations related to technical programs. Typical products include procedures, manuals, scenarios, information booklets, technical presentations and publications, instructions, training materials, and guidelines.
- d. Participate in design reviews, technical discussions, engineering and briefing meetings related to the program activities. Provide coordination and develop briefings and status reports including the preparation of briefing material, visibility charts, and other program planning materials as required by the Government.

10.0 MANAGEMENT INFORMATION SYSTEMS TECHNICAL SUPPORT AND ANALYSIS

Provide program support for all Aviation Security program activities as follows:

- a. Provide technical expertise for program management support for program planning, scheduling, resource allocation, and requirements analysis.
- b. Develop training courses, seminars, workshops, and symposiums that identify program needs, explore scientific and engineering technologies and alternatives, and develop course material, brochures, and notebooks.
- c. Design, provide, purchase, catalogue, and distribute materials necessary to successfully coordinate meeting and symposiums, as well as to facilitate technology transfer.
- d. Provide system development plans that outline the activities, manpower estimates, and schedules for implementing specified requirements. Plans shall be provided for the development and implementation of Management Information Systems (MIS), as directed by the FAA.
- e. As directed, be responsible for the full range of system development activities for the MIS. This includes program specifications derived from requirements analysis performed under task area a, development, test planning, testing, documentation, training, and implementation. These activities may be associated with the rewrite of existing programs, or for the development of new programs such that the maximum efficiency and quality can be achieved.

PART I - SECTION C  
STATEMENT OF WORK

10.0 MANAGEMENT INFORMATION SYSTEMS TECHNICAL SUPPORT AND ANALYSIS  
(Continued)

f. Develop and maintain management information systems and assist in their applications. As required, develop, procure, install and operate computer software required to operate the information system. Provide system network administration and technical support.

g. Establish and maintain schedules, performance and cost data, status of action items and deliverables, and meet other management information requirements as identified.

11.0 PROJECT PRESENTATION SUPPORT

The Security Program is actively engaged in information exchange. Information exchange can be in the form of on-site tours of a deployed facility, small and large scale briefings, symposiums, seminars, and conference exhibits. These functions are typically attended by numerous aviation organizations, other agencies, industry, and foreign governments including representatives from FAA headquarters, air carriers, airport operators, and airport executives. As directed in task orders issued, the contractor shall prepare Scale-models of airports, portions of airports, security systems, and components to present the audience with a clearer understanding of the use and application of products or services provided. The contractor shall provide all support materials required for information exchange which include (but are not limited to) viewgraphs, 35mm slides, brochures, visibility charts, photography, video recording, video producing and distributing, scale models, and conference displays.

12.0 HUMAN FACTORS STUDIES

Conduct engineering and technical studies associated with the program activities as follows:

a. Concept Definition and Preparation - Support the definition and preparation of overall plans by which existing or new aviation security concepts may be evaluated. For each given (task order) concept, support the definition of a technical approach, financial plan, and work breakdown structure development.

b. Studies - Conduct engineering studies that include review, evaluation, and summarization of past and present work, relating to the subject (task order) areas. The support may require the analytical comparison of concepts as well as individual investigations, development of definitions and requirements for usage consistent with the technology and operation of the subject area.

c. New Technology - Investigate, define, evaluate and summarize new technology requirements associated with the aforementioned study areas, efforts shall include assessments of cost, benefit and performance trade-offs.

d. Alternative Concept Feasibility Studies - Based on data generated either in previous efforts and/or other sources, conduct feasibility studies to explore alternative, means of meeting desired program area objectives. Alternate feasibility efforts shall provide the Government with economic data, risk assessments, and approaches to accomplishing the stated requirements.

e. Development of Analytical Tools and Methodologies - Provide engineering services and material to review, update, enhance, and run simulation in support of the FAA efforts, to understand and evaluate human performance using advanced technology and its impact relevant to aviation security. To accomplish work within this task area, various innovative techniques and their implementations are required for the assemblage and analysis of requisite data.

PART I - SECTION C  
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12.0 HUMAN FACTORS STUDIES. (Continued)

f. Requirements Definition - Using the results of previous task area efforts including functional, technical, and cost analysis data, provide engineering support for the concept of integrating system components into an overall security system.

PART I - SECTION D  
PACKAGING AND MARKING

D.1 PACKING AND PACKAGING

All deliverables under this contract shall be preserved and packaged in accordance with the most economical and best commercial practices to assure delivery at the destination and to prevent deterioration and damage due to shipping, handling and storage hazards.

D.2 MARKING

In addition to information provided with shipping instructions, all deliverables shall be marked on the outside of the packaging with the following:

- a. FAA contract number;
- b. Contractor's name and address;
- c. List of contents; and
- d. Task order number.

D.3 MARKING OF REPORTS

The Contractor shall mark all reports as follows:

- a. Task Order number
- b. Report Title
- c. Contract number
- d. Date
- e. Distribution
- f. Revision Number
- g. Document control ID (from Section C.3.8)

PART I - SECTION E  
INSPECTION AND ACCEPTANCE

E.1 3.1-1 CLAUSES AND PROVISIONS INCORPORATED BY REFERENCE (JUNE 1996)

This screening information request (SIR) or contract, as applicable, incorporates by reference one or more provisions or clauses with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make the full text available, or offerors and contractors may obtain the full text via Internet from the Federal Aviation Administration (FAA) home page (<http://www.faa.gov>).

3.10.4-4	Inspection of Services - Both Fixed-Price & Cost Reimbursement	April 1996
3.10.4-5	Inspection - Time-and-Materials and Labor-Hour	April 1996

E.2 INSPECTION AND ACCEPTANCE OF SITE

Site installation inspection and acceptance shall be performed by the Government at the installation site in accordance with the installation acceptance test procedures.

E.3 INSPECTION AND ACCEPTANCE OF CONTRACT DATA REQUIREMENTS

Contract data requirements shall be inspected and accepted in accordance with the task order under which they are issued.

PART I - SECTION F  
DELIVERIES OR PERFORMANCE

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- F.1 PERIOD OF PERFORMANCE
- F.2 AUTHORIZED PERFORMANCE
- F.3 PLACE OF PERFORMANCE
- F.4 PLACE OF DELIVERY
- F.5 OPTION TO EXTEND THE TERM OF THE CONTRACT
- F.6 F.O.B. DESTINATION
- F.7 DELIVERY SCHEDULE

PART I - SECTION F  
DELIVERIES OR PERFORMANCE

POP

**F.1 PERIOD OF PERFORMANCE**

- a. Basic Contract Period - The period of performance of the basic contract shall commence from the date of contract award and extend for one year or until ceiling price is reached, whichever comes first.
- b. Option Period - The option period shall consist of four one-year options.

**F.2 AUTHORIZED PERFORMANCE**

The award of this contract shall not constitute authority for the Contractor to commence performance. Performance will be ordered by the issuance of formal Task Orders by an authorized FAA Contracting Officer. Task Order 0001 for Program Management is issued concurrently with contract award.

**F.3 PLACE OF PERFORMANCE**

Services required under this contract shall normally be performed at airport sites, FAA Headquarters, equipment vendor factories or facilities, the William J. Hughes Technical Center or FAA Regional facilities, or the contractor's facilities, and other locations as designated in the applicable Task Order.

**F.4 PLACE OF DELIVERY**

Deliverables, including delivery schedule requirements, will be specified in Task Orders issued for performance of effort under this contract.

**F.5 3.2.4-35 Option to Extend the Term of the Contract (April 1996)**

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

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five (years).

(End of clause)

PART I - SECTION F  
DELIVERIES OR PERFORMANCE

**F.6 F.O.B. DESTINATION**

(a) The term 'f.o.b. destination,' as used in this clause, means-- (1) Free of expense to the Government, on board the carrier's conveyance, at a specified delivery point where the consignee's facility (plant, warehouse, store, lot, or other location to which shipment can be made) is located; and (2) Supplies shall be delivered to the destination consignee's wharf (if destination is a port city and supplies are for export), warehouse unloading platform, or receiving dock, at the expense of the Contractor. The Government shall not be liable for any delivery, storage, demurrage, accessories, or other charges involved before the actual delivery (or 'constructive placement' as defined in carrier tariffs) of the supplies to the destination, unless such charges are caused by an act or order of the Government acting in its contractual capacity. If rail carrier is used, supplies shall be delivered to the specified unloading platform of the consignee. If motor carrier (including 'piggy-back') is used, supplies shall be delivered to truck tailgate at the unloading platform of the consignee, except when the supplies delivered meet the requirements of Item 568 of the National Motor Freight Classification for 'heavy or bulky freight.' When supplies meeting the requirements of the referenced Item 568 are delivered, unloading (including movement to the tailgate) shall be performed by the consignee, with assistance from the truck driver, if required. If the contractor uses rail carrier or freight forwarded for less than carload shipments, the contractor shall ensure that the carrier will furnish tailgate delivery, when required, if transfer to truck is required to complete delivery to consignee.

(b) The Contractor shall--

- (1)(i) Pack and mark the shipment to comply with contract specifications; or
  - (ii) In the absence of specifications, prepare the shipment in conformance with carrier requirements;
  - (2) Prepare and distribute commercial bills of lading;
  - (3) Deliver the shipment in good order and condition to the point of delivery specified in the contract;
  - (4) Be responsible for any loss of and/or damage to the goods occurring before receipt of the shipment by the consignee at the delivery point specified in the contract;
  - (5) Furnish a delivery schedule and designate the mode of delivering carrier; and
  - (6) Pay and bear all charges to the specified point of delivery.
- (End of clause)

**F.7 DELIVERY SCHEDULE**

The Contractor shall deliver items ordered by task order according to the delivery schedule contained in the task order document, and in accordance with the statement of work.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

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- G.2 CONTRACTING OFFICER'S AUTHORITY
- G.3 COTR RESPONSIBILITIES
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- G.5 BILLING INSTRUCTIONS
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PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.1 GOVERNMENT CONTACTS FOR POST-AWARD ADMINISTRATION

- a. FAA Contracting Officer: The FAA Contracting Officer assigned to this contract is:

Federal Aviation Administration  
ATTN: Mary M. McGrath  
Contracting Officer  
Phone: (703) 707-5647

- b. Contracting Officer's Technical Representative (COTR): The FAA COTR assigned to this contract is:

Federal Aviation Administration  
ATTN: Walter F. Wall, Jr.  
Security Equipment IPT Technical Officer for SEI  
Phone: (703) 707-5667

The Contracting Officer will issue the COTR a formal letter of designation within five (5) days following contract award. The Contracting Officer may designate alternate COTRs. Notice of all designations will be provided in writing to the contractor.

G.2 CONTRACTING OFFICER'S AUTHORITY

a. The Contracting Officer has responsibility for ensuring the performance of all necessary actions for effective contracting; ensuring compliance with the terms of the contract and safeguarding the interests of the United States in its contractual relationships. Accordingly, the Contracting Officer is the only individual who has the authority to enter into, administer, or terminate this contract. In addition, the Contracting Officer is the only person authorized to approve changes to any of the requirements under this contract, and notwithstanding any provision contained elsewhere in this contract, the said authority remains solely with the Contracting Officer.

b. The Contracting Officer may designate, in writing, representatives to perform functions required to administer this contract. However, any implied or expressed actions taken by these representatives must be within the limits cited within the Contracting Officer's written designations. The Contracting Officer shall provide the Contractor copies of all relevant written designations. If any individual alleges to be a representative of the Contracting Officer and the Contractor has not received a copy of the document designating that representative, the Contractor shall refrain from acting upon the representative's requirements and immediately contact the Contracting Officer to obtain a copy of the document designating that individual as a representative of the Contracting Officer.

c. The Contractor shall immediately notify the Contracting Officer for clarification when a question arises regarding the authority of any person to act for the Contracting Officer under the contract.

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CONTRACT ADMINISTRATION DATA

G.3 COTR RESPONSIBILITIES

The Contracting Officer may designate a Technical Officer (COTR), and in certain instances Alternate Technical Officers (ATO), to assist in monitoring the work under this contract. The COTR/ATO is responsible for the technical administration of the contract and technical liaison with the contractor. The COTR/ATO is NOT authorized to change the scope of the work or specifications as stated in the contract, to make any commitments or otherwise obligate the Government or authorize any changes which affect the contract price, delivery schedule, period of performance or other terms or conditions.

The Contracting Officer is the only individual who can legally commit or obligate the Government for the expenditure of public funds. The technical administration of this contract shall not be construed to authorize the revision of the terms and conditions of the contract. Any such revision shall be authorized in writing by the Contracting Officer.

G.4 ACCOUNTABILITY OF COSTS/SEGREGATION OF TASK ORDERS

All costs incurred, in performance of a Task Order incorporated by a modification to this contract, shall be accumulated in a separate job order cost account established specifically for that task order number. There shall be no commingling of costs between Task Orders.

G.5 BILLING INSTRUCTIONS

a. The Contractor shall concurrently submit invoices to the following:

Federal Aviation Administration  
Accounts Payable (ABA-222)  
800 Independence Avenue, SW  
Washington, D.C. 20591

Original and  
Three copies

Contracting Officer  
Technical Officer

One Copy  
One Copy

b. Payment for work performed under this contract will be made as soon as possible, after receipt of invoices, subject to review and approval by the Contracting Officer and other FAA designated representatives. Should any costs reflected on submitted invoices be questioned, the Contracting Officer may withhold all amounts in question until such time as the Contracting Officer determines the costs are valid.

c. Invoices shall be submitted no more frequently than monthly and shall only reflect unreimbursed incurred cost data accumulated through the Contractor's normal month-end accounting cutoff date. Contractor invoice formats are acceptable. However, all Contractor invoices shall, as a minimum include the following:

1. Period covered by the invoice
2. Total labor hours by individual by labor category/ skill level by Task Order and totaled by Task Order for the period covered by the invoice and the cumulative amount;

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.5 BILLING INSTRUCTIONS (CONTINUED)

3. Itemized travel dollars by individual by labor category/ skill level by Task Order and totaled by Task Order for the period covered by the invoice and the cumulative amount;
  4. Itemized other direct costs (material) by Task Order and totaled by Task Order for the period covered by the invoice and the cumulative amount; and
  5. Total material handling costs and General and Administrative expenses for the period covered by the invoice and the cumulative amount.
- d. All data cited on invoices shall be supportable by substantiating documentation which, upon Government request, the Contractor shall make available for review and audit by Government authorized parties.
- e. Invoices should contain a column entitled "Budgeted Labor Hours From Approved Task Order Proposal" which will display the number of hours by labor category that was included in the contractor's task order proposal and approved by the FAA SEIPT. The purpose of this data is for the FAA SEIPT to closely monitor the amount of labor category effort being utilized in the performance of the particular task order.

G.6 CORRESPONDENCE PROCEDURES

The Contractor shall submit one original copy of all general correspondence to the Contracting Officer with a copy sent to the Technical Officer and Alternate Technical Officer.

G.7 LABOR CATEGORIES/SKILL LEVELS

- a. Each labor category/skill level is derived by combining one of the labor categories with one of the skill levels cited below. Labor categories describe the type of experience or expertise and specific degree type needed. Skill levels describe the amount of experience required and level of education needed or preferred.
- b. In determining if an employee's level of education qualifies for a specific labor category, the Contractor shall ensure that any degrees the employee has received were obtained from accredited colleges only. In the determining the amount of employee direct or related work experience, the Contractor shall not count any time the employee spent acquiring education, in any form, including time on-the-job in a cooperative program.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

- c. Professional labor categories and skill levels required on this contract, are as follows:

PROGRAM MANAGER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of fifteen years of management experience of which 5 years must be of engineering management experience of complex systems installation, integration and testing activities. Must demonstrate the ability for planning, directing and coordinating the work activity of technical and skilled craft personnel at all levels. Experience must also reflect knowledge and competence in management of engineering and field installation facility projects that involved organizationally and geographically diverse elements.

LEAD ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field. In lieu of a four year degree, seven years of related experience may be substituted.

Additional Qualifications: A minimum of ten years of systems engineering experience of complex systems including design, engineering, and integration and testing activities. Minimum of five years experience as a team leader of multi-disciplined team responsible for implementation of complex systems projects. Must have five years of experience in both project management and technical management of complex system integration projects.

AIRPORT/ AIR CARRIER/ INDUSTRY SPECIALIST

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Business, Marketing or related fields. In lieu of a four year degree, seven years of related experience may be substituted.

Additional Qualifications: A minimum of fifteen years of management experience directly involved with aviation operations, programs and projects. Must be able to thoroughly demonstrate the ability to coordinate and expedite the planning, siting and installation of explosive detection security equipment at airport terminals. Experience must also reflect the capability to interact directly with: air carrier personnel at both the station manager and at the corporate level, airport sponsor representatives at all working levels including the Executive Director level and at the municipal and State levels, FAA security personnel at the local terminal, regional and Washington headquarters level, municipal organizations responsible for the issuance of building permits; and local aviation/air terminal oriented architect/engineers contracted to analyze and design equipment installations.

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CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

SENIOR DESIGN ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of ten years of experience in the most current design principles of system engineering and system integration of electronic, computer and mechanical equipment. Develop engineering packages for integration and installation of major equipment and systems in an aviation industry preferably in airline or airport environment. The experience shall include project engineering in performing project scheduling, planning, coordinating, and implementing multiple field installation projects.

DESIGN ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of five years of experience in the most current design principles of system engineering and system integration of electronic, computer and mechanical equipment. Develop engineering packages for integration and installation of major equipment and systems in an aviation industry preferably in airline or airport environment.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

SENIOR SYSTEMS ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of ten years of systems engineering experience of complex systems including design, engineering, and integration and testing activities. Minimum of five years system engineering experience that includes all aspects of systems development from analysis to verification of system performance. Experience must demonstrate evaluation of alternatives and assessment, of risks and costs.

SYSTEMS ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of five years of systems engineering experience of complex systems including design, engineering, and integration and testing activities. Minimum of two years system engineering experience that includes all aspects of systems development from analysis to verification of system performance.

SENIOR TEST ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, statistics, or related field.

Additional Qualifications: Must have at least ten years of experience of testing of complex systems composed of hardware, software and firmware. Experience gained shall include a minimum of five years in system integration, site acceptance and operational testing of complex equipment and systems.

TEST ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, statistics, or related field.

Additional Qualifications: Must have at least five years experience of testing of complex systems composed of hardware, software and firmware. Experience gained shall include a minimum of two years in system integration, site acceptance and operational testing of complex equipment and systems.

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CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

FIELD ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or equivalent, which included a major study or specific course requirements for a professional occupation, i.e., Engineering, Computer Science, or related field.

Additional Qualifications: Must have at least five years experience in facility, system and equipment design, installation and integration including site preparation, space layout and construction planning. Experience gained shall include a minimum of three years in project management functions such as field coordination, planning, cost estimating and scheduling installation and integration of equipment's and systems at multiple sites.

FIELD TECHNICIAN

Basic Qualifications: Successful completion of a 2 year course of study in an accredited college or trade school leading to an associates degree or equivalent, which included a major study or specific course requirements for a electronics, instrumentation and electromechanical systems leading to a professional occupation of a technician.

Additional Qualifications; Must have at least five years experience in installation and troubleshooting equipment and systems. Experience gained shall also include testing and maintaining equipment and systems.

ENGINEERING AID

Basic Qualifications: Successful completion of a 2 year course of study in an accredited college or trade school leading to an associates degree or equivalent, which included a major study or specific course requirements for drafting and designing facility and equipment systems with computer-aided-design (CAD) tools leading to a professional occupation of a CAD drafter.

Additional Qualifications: Must have at least three years of experience in preparing drawings of facility, equipment and system design including layouts and installation details.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

MAINTENANCE SPECIALIST

Basic Qualifications: Successful completion of a 4 year course of study in an accredited college or trade school leading to a Bachelor's degree or equivalent, which included a major study or specific course requirements for professional occupations i.e., Engineering, Computer Science or related field.

Additional Qualifications: Must have at least ten years experience as a maintenance supervisor of complex systems, equipment's and facilities. The experience shall include maintaining in efficient operating condition complex equipment and systems with the oversight, coordination and support of facility and equipment vendor field maintenance technicians of various complex equipment in an airport operational environment.

TRAINING SPECIALIST

Basic Qualifications: Successful completion of a 4 year course of study in an accredited college or university leading to a Bachelor's degree or equivalent, which included a major study or specific course requirements for professional occupations i.e., Engineering, Computer Science, Human Factors, Business, or related field.

Additional Qualifications: Must have at least ten years experience as a training specialist of complex systems, equipment and facilities. The experience shall include training of operational and support personnel in the operation and maintenance of complex equipment and systems, both as a trainer and in an oversight role, in an airport environment.

DOCUMENTATION SPECIALIST/TECHNICAL WRITER

Basic Qualifications: Successful completion of a year course of study in an accredited college or university leading to a Bachelor's degree or equivalent, which included a major study or specific course requirements for professional occupations i.e., Library Science, English or Business or related field.

Additional Qualifications: Must have at least five years experience as a documentation specialist or technical writer of large complex programs in commercial or defense environment. The experience shall include development maintenance and distribution mechanism of all documents generated on the project.

RELIABILITY, MAINTAINABILITY AND AVAILABILITY/FAULT TOLERANCE  
ENGINEER:

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major field of study or specific course requirements for professional occupations, i.e., Engineering, Operations Research, Computer Science, statistics, or related field.

Additional Qualification Requirements: Must have at least 6 additional years of engineering experience which includes 2 years of experience which demonstrates practical RMA/Fault Tolerance expertise commensurate with current state-of-the-art techniques and industry standards. Experience must also reflect knowledge and competence in broad-based management of engineering projects that involved organizationally and geographically dispersed elements.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

INFORMATION SPECIALIST

Basic Qualifications: 4 years of experience in developing and maintaining large information systems and automating procedures. Successful completion of high school.

Additional Qualifications: Experience in the entire software development process, from the establishment and definition of requirements to implementation, acceptance, integration and maintenance. Experience in software design to promote modularity and portability that is reliable, serviceable, and maintainable. Experience in reviewing computer database information software support, systems and data requirements, communication, and response needs as well as the development of test plans and test data for database systems and support software.

SENIOR OPERATIONS RESEARCH ANALYST

Basic Qualifications: Successful completion of a four year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation, i.e., Mathematics, Statistics, Operations Research, Computer Science, or related field.

Additional Qualifications: A minimum of ten years of operations research of complex network systems and processes including cost benefit analysis. Minimum of 10 years of operations research analysis experience to include initial process or system definition, parameter evaluation, and validation. Evaluation must demonstrate evaluation of alternative approaches and cost and risk assessment.

SENIOR INSTRUCTIONAL DESIGNER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation; i.e., Engineering, Computer Science, Instructional Design and Technology, Adult/Secondary Education and Instruction, Instructional Systems Development, Educational Testing and Evaluation, Computer-Based Training and Simulation, Human Factors, or related field.

Additional Qualifications: A minimum of ten years of experience in the most current design principles of Instructional Systems Design (ISD) using a U.S. Government Systems Approach to Training (SAT) or comparable process, as employed by the FAA or Department of Defense, in equipment and personnel training, and/or the administration of training studies and analyses, training software, and the delivery of instruction, and/or associated task management.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

PUBLICATIONS SYSTEMS SPECIALISTS

Basic Qualifications: Successful completion of a full four (4) year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation; i.e., Engineering, Computer Science, business, or related field.

Additional Qualifications: A minimum ten years experience of systems management in information and/or publications systems, including the development of high-level concepts and designs for information products (technical manuals, brochures, video and film, multimedia computer-based products. Interprets complex specifications and requirements and designs cost-effective information products and systems. Experience must demonstrate the evaluation of alternatives and assessment of risks and costs.

SENIOR ARTIST ILLUSTRATOR

Basic Qualifications: Successful completion of at least a two (2) year course of professional study in an accredited college or university leading to an associate's, degree, bachelor's degree or certificate, which included a major study or specific course requirements for technical illustration. Specifically, at least seven (7) years experience in the use of personal computers, CAD/CAM workstations, scanning equipment, drawing boards, art supplies and drafting instruments to electronically or manually produce and update illustrations of complex devices, including isometrics and perspective drawings, exploded views, etc.

INSTALLATION ENGINEERING MANAGER

Basic Qualifications: Successful completion of a full four (4) year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included course requirements for management of professionals (i.e., Engineering, Computer Science, architecture, or related field.)

Additional Qualifications: A minimum of ten years of management experience of complex system installation and/or testing activities including five years of direct supervision of technical staff. Experience shall include project engineering management in performing project: scheduling, planning, coordinating and implementing multiple field installation projects. Experience shall also reflect knowledge of and competence in the management of engineering and field installation facility projects that involve organizationally and geographically diverse elements. It shall indicate the familiarity with quality control methods/standards used in the installation and integration of complex systems.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

DATA BASE ADMINISTRATOR MANAGER

Basic Qualifications: Successful completion of a full four (4) year course of study in an accredited college or university leading to a bachelor's degree or higher in computer science, information systems, engineering, business, or related field.

Additional Qualifications: A minimum of five years experience in specification of proper types of files organization, indexing methods, and security procedures. Advising project teams on the design of complex data bases (e.g., schema and subschema details). Definition of specialized aspects of user's database administrator documentation. Work with complex, distributed, heterogeneous computing environment, which may involve different types of hardware platforms, operating Systems applications, and network environments. Knowledge of data storage systems, backup and archival policies and procedures and software configuration management. Experience in performing administration tasks (installing, maintaining, monitoring, recovering, rebuilding, upgrading, patching and performance tuning) and implementation of software solutions for performance enhancement, operator interface, and increased user capability.

SR. PROJECT CONTROL ANALYST

Basic Qualifications: Successful completion of a two (2) course of study in an accredited college or university leading to an associate's degree, which included course requirements for management, i.e., project scheduling and project control.

Additional Qualifications: A minimum of eight years of experience in staff program positions, i.e., Scheduler, Cost Analysts, Configuration Management, Data Management.

CLERICAL

Basic qualifications: High School Diploma with at least 5 years experience. This experience should be in the performance of a combination of clerical tasks to support office, business, or administrative operations, such as: maintaining records; receiving, preparing or verifying documents; search for and compiling information and data; responding to routine requests by phone, in person, or by correspondence.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

SENIOR STATISTICIAN

Basic Qualifications: Successful completion of a Masters (minimum) or Ph.D. (preferred) degree in statistics or related field.

Additional Qualifications: A minimum of five years experience in technology evaluation planning and analysis. Experience must include applying statistical expertise to refine evaluation goals and objectives, preparing experimental/study designs to meet the goals and objectives, planning data collection activities, developing analysis plans, overseeing data management and statistical programming tasks, and presenting and reporting results. Experience at developing statistical routines for use by non-statisticians is preferred. Must have demonstrated ability to provide leadership in the area of statistical planning and analysis and to communicate statistical issues to clients and other members of a multi disciplinary project team.

TEST TECHNICIAN

Basic Qualifications: Successful completion of a 2 year course of study in an accredited college or trade school leading to an associated degree or equivalent, which included a major study or specific course requirements for a electronics, instrumentation and electromechanical systems leading to a professional occupation of a technician.

Additional Qualifications: Must have at least five years experience in installation or factory acceptance testing and troubleshooting, equipment and systems. Experience gained shall also include testing and maintaining equipment and systems.

BAGGAGE TECHNICIAN

Basic qualifications: Successful completion of a 2 year course of study in an accredited college or trade school leading to an associated degree or equivalent, which included a major study or specific course requirements for a electronics, instrumentation and electromechanical systems leading to a professional occupation of a technician or a high school diploma and two years experience in the occupation of a technician.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

SENIOR SOFTWARE ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's or higher degree in computer science, computer/software engineering, electrical engineering or related field.

Additional Qualifications: A minimum of ten years of software development experience including designing and developing computer-based systems and networks. minimum of five years experience as the project (technical manager and two years as lead designer for a major software development and implementation project. must have extensive and direct experience in all phases of the software development process with a minimum of two years in each software development phase to include requirements analysis, design, implementation, and test. Must have at minimum two years experience related to the development of Internet servers or application products.

SOFTWARE ENGINEER

Basic Qualifications: Successful completion of a full 4 year course of study in an accredited college or university leading to a bachelor's degree or higher degree in computer science, computer engineering, management information systems, electrical engineering or related field.

Additional Qualifications: A minimum of two years experience in software development using Internet-based software development tools and involving Internet server operation and development.

SENIOR HUMAN FACTORS ENGINEER

Basic Qualifications: Masters degree, or preferably higher, in a human factors and/or ergonomics (HF/E) discipline from an accredited university.

Additional Qualifications at least fifteen (15) years HF/E professional experience. Of this, at least five (5) years of the total professional experience shall be in HF/E system research and development (R&D) activities, and at least five (5) years engaged in HF/E testing and evaluation (T&E), including operational T&E. Experience shall include at least five (5) years serving as the HF/E lead on RDT&E of operator and maintainer interfaces (HCI and others) and the addressing of associated training, selection/assignment, and organizational issues.

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CONTRACT ADMINISTRATION DATA

G.7 LABOR CATEGORIES/SKILL LEVELS (continued)

HUMAN FACTORS ENGINEER

Basic Qualifications: Masters degree, or preferably higher, in a human factors and/or ergonomics (HF/E) discipline from an accredited university.

Additional Qualifications at least five (5) to seven (7) years HF/E professional experience. Of this, at least five (3) years of the total professional experience shall be in HF/E system research and development (R&D) activities, and at least five (3) years engaged in HF/E testing and evaluation (T&E), including operational T&E. Experience shall include at least five (3) years serving as the HF/E lead on RDT&E of operator and maintainer interfaces (HCI and others) and the addressing of associated training, selection/assignment, and organizational issues.

CONFIGURATION MANAGEMENT SPECIALIST

Basic Qualifications: Successful completion of a full four (4) year course of study in an accredited college or university leading to a bachelor's degree or higher degree, which included a major study or specific course requirements for a professional occupation; i.e., Engineering, Computer Science, or related field.

Additional Qualifications: A minimum of seven (7) years experience in all aspects of configuration management for both hardware and software, including configuration identification, configuration control, configuration status accounting and configuration auditing. Knowledge and experience with Configuration Management procedures employed by FAA and/or Department of Defense is required. Knowledge of FAA explosives detection equipment is desired but not required.

EXPLOSIVES SPECIALIST

Basic Qualifications: Successful completion of either Naval School Explosive Ordnance Disposal, Indian Head, MD; or Hazardous Devices School, Huntsville, AL.

Additional Qualifications: At least 8 years experience in the explosives field which demonstrates a thorough knowledge of military and commercial types of explosives, and improvised explosive devices (IED) including ability to replicate and construct electronic circuits that may be used in an IED. Instructor certification is a plus, as is experience in evaluating x-ray images of IEDs.

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CONTRACT ADMINISTRATION DATA

G.8 3.8.2-17. KEY PERSONNEL AND FACILITIES (JULY 1996) (MODIFIED)

- a. The personnel specified in the paragraph c below are essential to the work being performed in this contract. These personnel, unless otherwise unavoidable, shall not be changed from their designated assignment area until at least 12 months have lapsed. Unavoidable situations include sudden illness, death or termination of employment.
- b. Reasonably in advance of changing any of the below listed personnel, the Contractor shall notify the Contracting Officer, of the change, in writing, and provide justification (including proposed substitutions) in sufficient detail to permit the FAA to evaluate the impact of the change on this contract. Within a reasonable period of time, the Contracting Officer will review the Contractor's change notification, and either accept or reject the proposed change. Unless unavoidable, no change shall be made by the Contractor without the written consent of the Contracting Officer.
- c. Key personnel are:
  - Program Manager
  - Lead Engineer
  - Airport/ Air Carrier/ Industry Specialist
  - Sr. Design Engineer
  - Sr. Systems Engineer
  - Sr. Human Factors Engineer
  - Sr. Test Engineer
- d. Facilities are not considered key for this effort.

G.9 TRAVEL COSTS

- a. Travel shall be reimbursed on a cost plus no fee basis, subject to Joint Federal Travel Regulation (JFTR) guidelines and any other limitations cited below.

1. The Government will reimburse the Contractor, up to amounts allowed by the JFTR, for reasonable travel expenditures, incurred in the performance of this contract except no reimbursement is authorized for local travel. In maintaining a policy of keeping travel costs 'reasonable' in the performance of this contract, the Contractor agrees to use a cost effective approach and continuously pursue opportunities to lower and contain travel costs using, where practical, group rate arrangements, off-peak travel itineraries and other similar travel cost containment methods. Further, the Contractor agrees to effect procedures to ensure Government reimbursable travel expenditures are only incurred when absolutely necessary. To assist in determining reasonable travel cost objectives the Contractor is encouraged to contact the FAA travel office for general guidance. Further, to mitigate the inherently higher rates associated with urgent emergent travel, the Contractor agrees to contact, reasonably in advance, the Contracting Officer for assistance prior to executing such travel, unless documented circumstances clearly indicate such advance contact was not possible.

2. Incurred travel costs, listed below, will be disallowed for Government reimbursement and considered as being expenditures to be absorbed by the Contractor. Included are costs:

- (i) in excess of amounts allowed by the JFTR;
- (ii) within a Government installation, where Government transportation is available;
- (iii) for personal convenience, including daily travel to and from work;
- (iv) in the case of urgent emergent travel, in excess of amounts allowed by the JFTR,

due to the Contractor not requesting Contracting Officer assistance reasonably in advance except for justifiable and documented circumstances which prevented such advance contact from being possible; and

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CONTRACT ADMINISTRATION DATA

G.9 TRAVEL COSTS (continued)

- (v) in the replacement of personnel, when such replacement is accomplished for the Contractor's or employee's convenience
- (vi) for local travel reimbursement (travel within a 50-mile radius) (if applicable).

In the case of urgent emergency travel, if the Contracting Officer's assistance has been reasonably requested in advance, or if requested as soon as practical after commencement of travel and properly justified and documented, the Contracting Officer may authorize, on a case-by-case basis, reimbursement for amounts in excess of JFTR rates. The Contractor shall implement procedures to minimize urgent emergent travel. Any Contracting Officer decision regarding reimbursement of travel costs in excess of amounts allowed by JFTR, for urgent travel, shall be a unilateral decision, not subject to dispute or any right contained in Section 3.9.1 Resolution of Protests and Disputes.

3. Relocation and travel costs incident to relocation will only be reimbursable by the Government if such costs are:

- (i) in conformance with existing company policy;
- (ii) represent the most cost effective approach among all other potential alternatives;
- (iii) are specifically authorized by the Contracting Officer in advance of being incurred.

4. If the Contractor anticipates relocation costs will be incurred, the Contractor must submit, to the Contracting Officer, reasonably in advance, a written request with detailed justification and a cost/benefit analysis of alternatives. The Contracting Officer shall make a unilateral decision, on the request, which will not be subject to dispute or any other recourse contained in this contract.

b. For any travel outside of the contiguous United States, the amount of travel expense shall be agreed to, in advance, in task orders issued or in writing by the Contracting Officer.

G.10 ACCOUNTING AND APPROPRIATION DATA

All modifications to this contract shall include appropriate accounting data for obligations made to cover task order efforts. Each task order shall include the amount of funding authorized to be expended for the task order effort.

G.11 FAA INTERNAL REVIEWS OF CONTRACTOR PERFORMANCE

Notwithstanding the requirement that price must always be assessed, by the Contracting Officer, as being reasonable, the FAA places a high value on the Contractor providing a high level of quality support in performing this contract. This FAA emphasis, on the importance quality performance, initiated in awarding this contract, will be ongoing through the duration of this contract. Accordingly, the FAA will periodically, as subsequently scheduled by the Contracting Officer, conduct formal internal reviews focused on assessing the quality of the Contractor's performance. The Contracting Officer will share the summary results of these ongoing reviews with the Contractor as a means of providing ongoing feedback on the FAA's perception of Contractor performance. Should these reviews disclose a pattern of poor performance, lack of adherence to contractual requirements, negligence or other unfavorable trends, the FAA may terminate or, not exercise options in this contract. Additionally, completed FAA internal review reports of contractor performance will be maintained in the FAA's past performance database, which may be used by other Federal, State and local Government personnel in future procurements.

PART I - SECTION H  
SPECIAL CONTRACT REQUIREMENTS

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PART I - SECTION H  
SPECIAL CONTRACT REQUIREMENTS

H.1 TASK ORDER PROCEDURES

a. *General.* All work to be performed under this contract shall be ordered by the issuance of Task Orders. The Contractor shall charge in accordance with the hours and materials expended on individual task orders, and in accordance with the rates allowed by the contract.

b. *Format.* The Contracting Officer will issue all Task Orders, in writing, to the Contractor. Each Task Order issued shall contain the following minimum information:

1. A Task Order number
2. Appropriate FAA points-of-contact
3. A period-of-performance
4. A description of the work to be performed which is within the scope of the statement-of-work for this contract
5. A list of deliverables and the delivery schedule
6. A brief description of deliverables with associated required delivery dates
7. A description of any authorized travel including to and from points
8. A description of any Government-Furnished Information or Property to be provided with delivery locations and required delivery dates
9. Any other administrative data or information appropriate for the Task Order

c. *Procedures.* Task Orders will generally be issued by site with two phases. The first will be the site survey/cost/report phase and the second will be the design layout/cost breakdown phase. Other types of task orders may be issued, however.

Upon receipt, the Contractor shall review and acknowledge acceptance of the Task Order by signing and dating the order and returning the signed Task Order to the Contracting Officer along with the technical proposal and cost breakdown for the task order or phase thereof. If there is a need for discussions regarding technical issues or cost, a meeting will be held to arrive at agreement on the Task Order issues. Upon final agreement, and if necessary, a revised proposal will be provided by the Contractor and the task order will be revised to reflect the agreement and provided to the Contractor for signature. Upon receipt of a signed Task Order from the Contractor, the Contracting Officer will sign the document and return a fully executed copy to the Contractor.

d. *Expenditures.* The Contractor shall not incur costs, in performance of a task order, in excess of the funds authorized in each task order. See the Limitation of Funds clause (FAAAMS 3.3.1-14) for notification requirements for contract expenditures

PART I - SECTION H  
CONTRACT ADMINISTRATION DATA

H.2 NON-DISCLOSURE AGREEMENTS

- a. *Agreements.* The Contractor shall require its and subcontractor employees, as applicable, to execute non-disclosure agreements with the FAA, effected airlines, and other Contractors, as a safeguard to prevent the unauthorized disclosure of confidential and business-sensitive data or other information containing restrictions on its use and dissemination. A sample format of a non-disclosure agreement may be obtained from the Contracting Officer. By executing non-disclosure agreements, signatories are expressly acknowledging and agreeing that, without written authorization from the Contracting Officer or Liaison Agreement Contractors, they will not disclose any confidential, business-sensitive or other similar type of data or information, which by its content or markings, contains restrictions on its use and dissemination. Confidential information includes, but is not limited to, any information labeled as "official", "proprietary" or "sensitive".
- b. *Distribution and Retention.* The Contractor shall provide the Contracting Officer the signed originals of each non-disclosure agreement signed between the contractor and its subcontractor employees, and the Government, as well as a copy of all non-disclosure agreements signed between the contractor and its subcontractor employees, and other Contractors, pursuant to performing this contract. The Contractor shall maintain a current and complete file containing all signed non-disclosure agreements in effect which apply to work it is performing under this contract. The Contractor shall make this file available for authorized Government review. Through training, internal guidance, subcontracts and or media, the Contractor shall conduct an ongoing program of education to ensure its and subcontractor employees, fully understand the intent and significance of being a signatory to a non-disclosure agreement.
- c. *Indemnification.* The Contractor agrees it shall hold the Government harmless and indemnify the Government for any cost or loss it may incur as a result of confidential or business sensitive data or other similar type of information being wrongly used or disclosed by its or subcontractor employees.
- d. *Disposition Instructions.* At the completion of each task order, the Contractor shall request written disposition instructions for all data or information it obtained from the Government and other Contractors and expeditiously dispose of the data and information in accordance with the disposition instructions provided. The Contractor shall contact the Contracting Officer for further guidance should parties owning the data and information provided in performance of this contract, fail to respond, within a reasonable timeframe, to the Contractor's request for disposition instructions.
- e. *Sanctions.* Failure by any Contractor or subcontractor employee to comply with the requirements of a non-disclosure agreement they signed pursuant to this clause may result in this contract being fully or partially terminated. Other actions against the Contractor or subcontractor may include fines, suspension or debarment. Possible sanctions against violating employees include fines, imprisonment and lawsuits by damaged parties.
- f. *Subcontracts.* The Contractor shall incorporate the substance of this clause in all subcontracts awarded under this contract.

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SPECIAL CONTRACT REQUIREMENTS

H.3 USE AND DISSEMINATION OF CONTRACT DATA AND INFORMATION

Without the prior written consent of the Contracting Officer, the Contractor shall not use or disseminate any data, information or results acquired as a result of performing work under this contract for purposes other than accomplishing this contract. Contractor requests to use or disseminate such data, information or results for purposes other than performing work under this contract, shall be submitted directly to the Contracting Officer and include 2 copies of all material (data or information) being proposed for other use or dissemination.

H.4 SECURITY REQUIREMENTS

a. The contractor shall possess the capability to store and safeguard from unauthorized disclosure information of national security concern pursuant to Executive Order 12356, National Security Information, and unclassified information determined to be sensitive security information pursuant to Title 14, Code of Federal Regulations, Part 191, Withholding Security Information from Disclosure Under the Air Transportation Security Act of 1974. A copy of DD254 is attached.

b. The Contractor shall comply with (1) the Security Agreement (DD Form 441), including the Department of Defense Industrial Security Manual for Safeguarding Classified Information (DOD 5220.22-M), and (2) any revisions to that manual, notice of which has been furnished to the Contractor.

c. If, subsequent to the 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.

d. The Contractor agrees to insert terms that conform substantially to the language of this clause, including the paragraph d, excluding any reference to the changes clause of this contract, in all subcontracts under this contract that involve access to classified information.

H.5 CONTRACTOR EMPLOYEE SUPERVISION

a. To avoid the occurrence or perception of a personal services contract, Contractor employees shall not be directly supervised by the Government. All individual Contractor employee assignments, and daily work direction, shall be given by the supervisor of the Contractor employee. If the Contractor believes any Government action or communication given that could be construed as direct Government supervision of its personnel, the Contractor shall immediately notify the Contracting Officer, in writing, of this situation.

b. The Contractor shall ensure its employees do not hold themselves out to be employees, agents, or representatives of the Government. Throughout performance of this contract, the Contractor shall ensure its employees clearly identify themselves as employees of the contractor.

c. The Contractor shall maintain records which document actions it has taken to ensure its employees are made aware of and fully understand the requirements of paragraphs a. and b. of this clause. The substance of this clause shall be included in all subcontracts placed for any effort under this contract.

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SPECIAL CONTRACT REQUIREMENTS

H.6 NON-U.S. CITIZEN EMPLOYEES

Non-U.S. citizens may perform work under this contract. However, the Contractor shall obtain written approval from the Contracting Officer before allowing any non-U.S. citizen access to Government information or facilities required in performance of work under this contract. Requests shall be formatted as follows:

The following non-U.S. citizens, by virtue of their association with this contract (specify contract and modification number) require access to Government information or facilities as listed below:

Name of Non-U.S. Citizen	Nationality	Access to the following Information and Facility
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H.7 EMPLOYEE TERMINATION

Whenever an employee performing work under this contract terminates employment with the Contractor, the Contractor shall immediately notify the Contracting Officer regarding this termination and shall expeditiously return, with this notification, any DOT badge issued to that employee.

H.8 NATIONAL EMERGENCIES

In cases of national emergency, the Contracting Officer may designate, in writing, certain systems and functions supported by the Contractor, as 'mission essential'. In such cases, the Contractor shall ensure that personnel deemed vital to the maintenance or support of the designated systems and functions are available for duty on an on-call or as-needed basis.

H.9 COMPUTER-GENERATED FORMS

- a. Any data required to be submitted on specific forms may be submitted on a computer generated version of the form, provided there is no change to the name, content, or sequence of the data elements on the form, and provided the form number and edition date are identified.
- b. If the Contractor submits a computer generated version of a form that is different than the required form, then the rights and obligations of the parties will be determined based on the content of the required form.

H.10 SUBCONTRACTS

The Contractor shall ensure all subcontracts awarded under this contract incorporate all clauses and provisions required by this contract, including applicable Section K "Representations and Certifications". The Contractor shall only invoice for work completed by subcontractors and make payments to subcontractors in a manner consistent with or more expeditious than the Government's requirement for prompt payment. If the Contractor fails to comply with this procedure, it will be proceeding at its own risk and may result in this contract subsequently being terminated.

PART I - SECTION H  
SPECIAL CONTRACT REQUIREMENTS

H.11 CONTRACTOR NON-COMPLIANCE WITH CONTRACT

a. Contractor non-compliance with any requirement, term or condition contained in this contract may result in the FAA:

1. Terminating this contract, in whole or part, for convenience or default;
2. Withholding payments;
3. Initiating suspension or debarment action against the Contractor; and
4. Initiating other action, as appropriate.

b. In addition to paragraph a., Contractor non-compliance with any statutory requirement included in this contract, may result in the Contractor and, its employees and subcontractors being fined and/or imprisoned, or incurring other sanctions.

H.12 ETHICAL BEHAVIOR

Notwithstanding the Contractor's obligation to comply with all requirements, terms and conditions contained in this contract, the Contractor is encouraged to conduct an ongoing program to ensure its and subcontractor employees are aware of, understand and practice ethical behavior and conduct themselves in an unbiased and objective manner. Situations may arise where employees of the Contractor or subcontractor may review documentation, participate in discussions, help execute actions or otherwise exert influence on decisions which could involve competitors. In such situations, involved Contractor or subcontractor employees shall refrain from making any statement or taking action which could be construed as demonstrating bias against a competitor.

H.13 CONFLICTS OF INTEREST

The contractor shall refer to FAA AMS clauses referenced in Section I that address the issue of conflict of interest (clauses 3.1.7-1 and 3.1.7-2). The contractor shall avoid all conflict of interest and adhere to the requirements of the noted AMS clauses and the following:

- a. A potential conflict of interest exists when the nature of work to be performed under the contract, or when past contractual activities, may impair the Contractor's performance objectivity under this or future Government contracts, or result in a future unfair competitive advantage. An impaired ability to objectively perform the contract work may arise from a company's ability to evaluate its own work or to favor its own products or capabilities. An unfair competitive advantage may arise from a company having access to information concerning a procurement prior to other competitors or by having access to information related to the Federal Aviation Administration's deliberative acquisition process, or information that is proprietary or privileged.
- b. Conflicts of interest may also arise from a company's relationships with other business entities whose work or capabilities it might evaluate under this contract. In performance of this contract, if the Contractor or its subcontractors evaluate the work or capabilities of other business entities whom involved with in a joint venture, merger or acquisition; from which substantial amounts of gross revenues are derived and/or whose viability could be significantly impacted by the evaluation outcome, a conflict of interest may exist.
- c. The Contractor shall consult with the Contracting Officer for general guidelines in making conflict of interest determinations.
- d. This substance of this clause shall be incorporated into all subcontracts awarded under this contract.

PART I - SECTION H  
SPECIAL CONTRACT REQUIREMENTS

H.14 ATTORNEY/CLIENT PRIVILEGE

a. During performance of this contract, the Contractor may be required to attend meetings at which FAA employees seek and receive legal advice from FAA attorneys. The FAA intends, and the Contractor agrees, that such advice is to be treated as confidential legal advice, that the Contractor will not discuss such legal advice with non-FAA personnel, that such advice will not be included in notes, written reports, or minutes of such meetings, and that for purposes of asserting the Attorney-Client privilege with regard to such information, the Contractor shall be considered an agent of the FAA.

b. In the event of litigation involving third parties to which the Contractor is not a named party, the Contractor shall support the FAA by promptly providing to the FAA any documents requested as part of discovery which the Contractor may have in its possession, and by making Contractor employees available for depositions or testimony at hearings. This provision does not preclude the Contractor or the Contractor employees from being represented by counsel retained by the Contractor or the Contractor employee, provided such representation is at no cost to the Government.

H.15 USE OF GOVERNMENT CONTRACT AIR FARES BY COST-REIMBURSABLE CONTRACTORS

a. In accordance with Federal Property Management Regulation (FPMR) Temporary Regulation A-22, under the cost-reimbursable portion of this contract, the Contractor is authorized to use GSA contract discount air fares for official Government travel when proper identification has been supplied by the Government. Following contract award, the FAA will furnish the Contractor with an identification letter for presentation to participating GSA contract airlines.

b. The Contractor may obtain the contract airfares by use of cash or personal credit card. The use of Government Travel Request (GTR is not available at this time at the FAA).

c. Any savings achieved through the Contractor's use of the GSA contract discount fares shall accrue to the FAA.

d. Regulations governing the use of the contract airlines are contained in FPMR Temporary Regulation A-22. The Federal Travel Director, which GSA publishes monthly, identifies current contract airlines, flight schedules, and contract fares.

H.16 GOVERNMENT AUDIT(S) OF DIRECT AND INDIRECT RATES

The Contracting Officer may order DCAA audit(s) of all direct and indirect rates proposed under this contract, and to adjust the contract according to the DCAA recommendations.

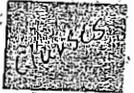
The Contractor is currently undergoing a restructuring of its organization. Upon the completion of the merger, the proposed rates under this contract may be impacted. If that impact results in more favorable rates to the Government, the Contractor agrees, at the request of the Contracting Officer, to reopen price discussions to adjust the contract accordingly.

PART II - SECTION I  
CONTRACT CLAUSES

## 1 New FAA Acquisition Management system

This screening information request (SIR) or contract, as applicable, incorporates by reference one or more provisions or clauses with the same force and effect as if they were given in full text. The full text of all FAA Acquisition Management System clauses are available on the Internet from the Federal Aviation Administration (FAA) home page (<http://www.faa.gov>).

- 3.1.7-1 EXCLUSION FROM FUTURE AGENCY CONTRACTS (August 1997)
- 3.2.2.3-1 FALSE STATEMENTS IN OFFERS (April 1996)
- 3.2.2.3-8 AUDIT AND RECORDS (April 1996)
- 3.2.2.3-31 FACILITIES CAPITAL COST OF MONEY (April 1996)
- 3.2.2.3-33 ORDER OF PRECEDENCE (April 1996)
- 3.2.2.3-35 ANNUAL REPRESENTATIONS AND CERTIFICATIONS (APRIL 1996)
- 3.2.2.3-47 PERMITS AND RESPONSIBILITIES (APRIL 1996)
- 3.2.2.3-67 SPECIAL PRECAUTIONS FOR WORK AT OPERATING AIRPORTS (April 1996)
- 3.2.2.7-6 PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED OR PROPOSED FOR DEBARMENT (April 1996)
- 3.2.4.5 ALLOWABLE COST AND PAYMENT (APRIL 1996)
- 3.2.4-6 FIXED FEE (APRIL 1996)
- 3.2.4-13 PREDETERMINED INDIRECT COST RATES (APRIL 1996)
- 3.2.4-16 ORDERING (APRIL 1996)
- 3.2.4-19 REQUIREMENTS (APRIL 1996)
- 3.2.4-20 INDEFINITE QUANTITY (APRIL 1996)
- 3.2.4-35 OPTION TO EXTEND THE TERM OF THE CONTRACT (April 1996)
- 3.2.5-1 OFFICIALS NOT TO BENEFIT (April 1996)
- 3.2.5-3 GRATUITIES OR GIFTS (APRIL 1996)
- 3.2.5-5 ANTI-KICKBACK PROCEDURES (October 1996)



PART II - SECTION I  
CONTRACT CLAUSES

- 3.2.5-6 RESTRICTIONS ON SUBCONTRACTOR SALES TO THE  
FAA (APRIL 1996)
- 3.2.5-7 DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN  
FEDERAL TRANSACTIONS (APRIL 1996)
- 3.2.5-8 WHISTLEBLOWER PROTECTION FOR CONTRACTOR  
EMPLOYEES (April 1996)
- 3.2.5-11 DRUG FREE WORKPLACE (April 1996)
- 3.3.1-5 PAYMENTS UNDER TIME-AND-MATERIALS AND LABOR-HOUR  
CONTRACTS (October 1996)
- 3.3.1-7 LIMITATION ON WITHHOLDING OF PAYMENTS (April 1996)
- 3.3.1-8 EXTRAS (April 1996)
- 3.3.1-9 INTEREST (April 1996)
- 3.3.1-11 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (April  
1996)
- 3.3.1-12 LIMITATION OF COST (APRIL 1996)
- 3.3.1-14 LIMITATION OF FUNDS (APRIL 1996)
- 3.3.1-15 ASSIGNMENT OF CLAIMS (April 1996)
- 3.3.1-17 PROMPT PAYMENT (October 1996)
- 3.3.1-20 ELECTRONIC FUNDS TRANSFER PAYMENT METHODS (APRIL 1996)
- 3.3.2-1 FAA COST PRINCIPLES (October, 1996)
- 3.3.5-3 GRATUITIES OR GIFTS (April 1996)
- 3.4.1-10 INSURANCE-WORK A GOVERNMENT INSTALLATION (July  
1996)
- 3.4.1-11 INSURANCE - LIABILITY TO THIRD PERSONS (October 1996)
- 3.4.1-12 INSURANCE (JULY 1996)
- 3.5-13 RIGHTS IN DATA-GENERAL (October 1996)
- 3.5-16 RIGHTS IN DATA-SPECIAL WORKS (April 1996)
- 3.6.1-3 UTILIZATION OF SMALL, SMALL DISADVANTAGED AND WOMEN-  
OWNED SMALL BUSINESS CONCERNS (APRIL 1996)

PART II - SECTION I  
CONTRACT CLAUSES

- 3.6.1-7 LIMITATION ON SUBCONTRACTING (AUGUST 1997)
- 3.6.2-2 CONVICT LABOR (April 1996)
- 3.6.2-9 EQUAL OPPORTUNITY (AUGUST 1998)
- 3.6.2-12 AFFIRMATIVE ACTION FOR SPECIAL DISABLED AND VIETNAM ERA VETERANS (NOVEMBER 1997)
- 3.6.2-13 AFFIRMATIVE ACTION FOR HANDICAPPED WORKERS (April 1996)
- 3.6.2-14 EMPLOYMENT REPORTS ON SPECIAL DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA (APRIL 1996)
- 3.6.2-15 EVALUATION OF COMPENSATION FOR PROFESSIONAL EMPLOYEES (April 1996)
- 3.6.2-16 NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (APRIL 1996)
- 3.6.2-18 DAVIS BACON ACT (APRIL 1996)
- 3.6.2-28 SERVICE CONTRACT ACT OF 1965, AS AMENDED (APRIL 1996)
- 3.6.2-35 PREVENTION OF SEXUAL HARASSMENT (AUGUST 1998)
- 3.6.3-2 CLEAN AIR AND WATER (April 1996)
- 3.9.1-1 CONTRACT DISPUTES (AUGUST 1998)
- 3.9.1-2 PROTEST AFTER AWARD (AUGUST 1997)
- 3.10.1-1 NOTICE OF INTENT TO DISALLOW COSTS (APRIL 1996)
- 3.10.1-3 PENALTIES FOR UNALLOWABLE COSTS (OCTOBER 1996)
- 3.10.1-7 BANKRUPTCY (April 1996)
- 3.10.1-9 STOP WORK ORDER ALTERNATE I (AUGUST 1998)
- 3.10.1-11 GOVERNMENT DELAY OF WORK (April 1996)
- 3.10.1-13 CHANGES--COST-REIMBURSEMENT, ALTERNATE I (APRIL 1996)
- 3.10.1-14 CHANGES-TIME-AND -MATERIALS OR LABOR-HOURS (April 1996)
- 3.10.2-2 SUBCONTRACTS (COST-REIMBURSEMENT AND CEILING PRICED CONTRACTS) (OCTOBER 1996)

PART II - SECTION I  
CONTRACT CLAUSES

- 3.10.2-3 SUBCONTRACTS (TIME-AND-MATERIALS AND LABOR-HOUR CONTRACTS) (April 1996)
- 3.10.2-5 COMPETITION IN SUBCONTRACTING (APRIL 1996)
- 3.10.3-1 DEFINITIONS (DECEMBER 1997)
- 3.10.3-2 GOVERNMENT PROPERTY - BASIC CLAUSE, ALTERNATE II (DECEMBER 1997)
- 3.10.3-10 MANAGEMENT OF GOVERNMENT PROPERTY IN CONTRACTOR'S POSSESSION (DECEMBER 1997)
- 3.10.3-11 CONTRACTOR'S MAINTENANCE PROGRAM (DECEMBER 1997)
- 3.10.3-12 IDENTIFICATION OF GOVERNMENT PROPERTY (DECEMBER 1997)
- 3.10.4-24 YEAR 2000 WARRANTY - SERVICES (NOVEMBER 1997)
- 3.10.6-3 TERMINATION (COST REIMBURSEMENT) ALTERNATE IV (OCTOBER 1996)
- 3.10.6-4 DEFAULT (FIXED PRICE SUPPLY AND SERVICE) (OCTOBER 1996)
- 3.10.6-7 EXCUSABLE DELAYS (OCTOBER 1996)

**3.6.1-4 Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (April 1996)**

(a) This clause does not apply to small business concerns.

(b) Definitions:

(1) Commercial product, as used in this clause, means a product in regular production that is sold in substantial quantities to the general public and/or industry at established catalog or market prices. It also means a product which, in the opinion of the Contracting Officer, differs only insignificantly from the Contractor's commercial product.

(2) Subcontract, as used in this clause, means any agreement (other than one involving an employer-employee relationship) entered into by a Federal Government prime Contractor or subcontractor calling for supplies or services required for performance of the contract or subcontract.

(c) The offeror, upon request by the Contracting Officer, shall submit and negotiate a subcontracting plan, where applicable, which separately addresses subcontracting with small business concerns, with small disadvantaged business concerns and with women-owned small business concerns. If the offeror is submitting an individual contract plan, the plan must separately address subcontracting with small business concerns, small disadvantaged business concerns, and women-owned small business concerns with a separate part for the basic contract

and separate parts for each option (if any). The plan shall be included in and made a part of the resultant contract. The subcontracting plan shall be negotiated within the time specified by the Contracting Officer. Failure to submit and negotiate the subcontracting plan shall make the offeror ineligible for award of a contract.

(d) The offeror's subcontracting plan shall include the following:

(1) Goals, expressed in terms of percentages of total planned subcontracting dollars, for the use of small business concerns, small disadvantaged business concerns and women-owned small business concerns as subcontractors. The offeror shall include all subcontracts that contribute to contract performance, and may include a proportionate share of products and services that are normally allocated as indirect costs.

(2) A statement of--

(i) Total dollars planned to be subcontracted;

(ii) Total dollars planned to be subcontracted to small business concerns;

(iii) Total dollars planned to be subcontracted to small disadvantaged business concerns; and

(iv) Total dollars planned to be subcontracted to women-owned small business concerns.

(3) A description of the principal types of supplies and services to be subcontracted, and an identification of the types planned for subcontracting to (i) small business concerns, (ii) small disadvantaged business concerns and (iii) women-owned small business concerns.

(4) A description of the method used to develop the subcontracting goals in paragraph (d)(1) of this clause.

(5) A description of the method used to identify potential sources for solicitation purposes (e.g., existing company source lists, the Procurement Automated Source System (PASS) of the Small Business Administration, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce, or small, small disadvantaged and women-owned small business concerns trade associations). A firm may rely on the information contained in PASS as an accurate representation of a concern's size and ownership characteristics for purposes of maintaining a small business source list. A firm may rely on PASS as its small business source list. Use of the PASS as its source list does not relieve a firm of its responsibilities (e.g., outreach, assistance, counseling, publicizing subcontracting opportunities) in this clause.

(6) A statement as to whether or not the offeror included indirect costs in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs to be incurred with (i) small business concerns, (ii) small disadvantaged business concerns, and (iii) women-owned small business concerns.

(7) The name of the individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual.

- (8) A description of the efforts the offeror will make to assure that small, small disadvantaged and women-owned small business concerns have an equitable opportunity to compete for subcontracts.
- (9) Assurances that the offeror will include the clause in this contract titled "Utilization of Small, Small Disadvantaged and Women-Owned Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and that the offeror will require all subcontractors (except small business concerns) who receive subcontracts in excess of \$5,000,000 (\$1,000,000 for construction of any public facility) to adopt a plan similar to the plan agreed to by the offeror.
- (10) Assurances that the offeror will
  - (i) Cooperate in any studies or surveys as may be required,
  - (ii) Submit periodic reports in order to allow the Government to determine the extent of compliance by the offeror with the subcontracting plan,
  - (iii) Submit Subcontracting Reports for Individual Contracts in electronic format (MS Excel - File Size 46KB) via FAA web-site located @ <http://www.faa.gov/sbo> ("Subcontracting Report for Individual Contracts") to the contracting officer and to [Fred.Dendy@faa.gov](mailto:Fred.Dendy@faa.gov) (include electronic signature on Page 2 of the report). Additionally, these reports shall be submitted in accordance with the instructions contained on the SF-294, Subcontracting Reports for Individual Contracts. Submit SF 295, Summary Subcontract Report, in accordance with the instructions on the SF-295, and (iv) ensure that its subcontractors agree to submit Subcontracting Reports for Individual Contracts and Standard Form 295.
- (11) A recitation of the types of records the offeror will maintain to demonstrate procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of its efforts to locate small, small disadvantaged and women-owned small business concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):
  - (i) Source lists (e.g., PASS), guides, and other data that identify small, small disadvantaged and women-owned small business concerns.
  - (ii) Organizations contacted in an attempt to locate sources that are small, small disadvantaged or women-owned small business concerns.
  - (iii) Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating
    - (A) Whether small business concerns were solicited and if not, why not,
    - (B) Whether small disadvantaged business concerns were solicited and if not, why not,
    - (C) Whether women-owned small business concerns were solicited and if not, why not, and
    - (D) If applicable, the reason award was not made to a small business concern.

- (iv) Records of any outreach efforts to contact
  - (A) Trade associations,
  - (B) Business development organizations, and
  - (C) Conferences and trade fairs to locate small, small disadvantaged and women-owned small business sources.
- (v) Records of internal guidance and encouragement provided to buyers through
  - (A) Workshops, seminars, training, etc., and
  - (B) Monitoring performance to evaluate compliance with the program's requirements.
- (vi) On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address, and business size of each subcontractor. Contractors having company or division-wide annual plans need not comply with this requirement.
- (e) In order to effectively implement this plan to the extent consistent with efficient contract performance, the Contractor shall perform the following functions:
  - (1) Assist small, small disadvantaged and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Where the contractor's lists of potential small, small disadvantaged and women-owned small business subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.
  - (2) Provide adequate and timely consideration of the potentialities of small, small disadvantaged and women-owned small business concerns in all "make-or-buy" decisions.
  - (3) Counsel and discuss subcontracting opportunities with representatives of small, small disadvantaged and women-owned small business firms.
  - (4) Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as small, small disadvantaged or women-owned small business for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's subcontracting plan.
- (f) A master subcontracting plan on a plant or division-wide basis which contains all the elements required by (d) above, except goals, may be incorporated by reference as a part of the subcontracting plan required of the offeror by this clause; provided:
  - (1) The master plan has been approved,
  - (2) The offeror provides copies of the approved master plan and evidence of its approval to the Contracting Officer, and

(3) Goals and any deviations from the master plan deemed necessary by the Contracting Officer to satisfy the requirements of this contract are set forth in the individual subcontracting plan.

(g) (1) If a commercial product is offered, the subcontracting plan required by this clause may relate to the offeror's production generally, for both commercial and noncommercial products, rather than solely to the Government contract. In these cases, the offeror shall, with the concurrence of the Contracting Officer, submit one company-wide or division-wide annual plan.

(2) The annual plan shall be reviewed for approval by the agency awarding the offeror its first prime contract requiring a subcontracting plan during the fiscal year, or by an agency satisfactory to the Contracting Officer.

(3) The approved plan shall remain in effect during the offeror's fiscal year for all of the offeror's commercial products.

(h) Prior compliance of the offeror with other such subcontracting plans under previous contracts will be considered by the Contracting Officer in determining the responsibility of the offeror for award of the contract.

(i) The failure of the Contractor or subcontractor to comply in good faith with (1) the clause of this contract titled "Utilization Of Small, Small Disadvantaged and Women-Owned Small Business Concerns," or (2) an approved plan required by this clause, shall be a material breach of the contract.

(End of clause)

PART III - SECTION J  
LIST OF DOCUMENTS, EXHIBITS, AND  
OTHER ATTACHMENTS

1. Attachment 1 - Security Requirements Form, DD-254
2. Attachment 2 - Data Item Descriptions (DIDs):
  - DI-ENG-047A
  - DI-ENG-005A

DTFA01-99-C-00035

SECTION J

ATTACHMENT 1

DD FORM 254, DEC90

Contract Security Classification Specification

**DEPARTMENT OF DEFENSE**  
**Contract Security Classification Specification**

*(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)*

**1. CLEARANCE AND SAFEGUARDING**

a. Facility Clearance Required

**SECRET**

b. Level of Safeguarding Required

**SECRET**

**2. This specification is for: (X and complete as applicable)**

<input checked="" type="checkbox"/>	a. Prime Contract Number DTFA01-99-C-00035
	b. Subcontract Number
	Solicitation or other Number
	Due Date (YYMMDD)

**3. This specification is: (X and complete as applicable)**

<input checked="" type="checkbox"/>	a. Original (Complete date in all cases)	Date (YYMMDD)
	b. Revised (Supersedes all previous specs)	Revision Number
		Date (YYMMDD)
	c. Final (Complete Item 5 in all cases)	Date (YYMMDD)

4. Is this a follow-on Contract  Yes  No. If Yes, complete the following

Classified material received or generated under \_\_\_\_\_ (Preceding Contract Number) is transferred to this follow-on contract.

5. Is this a final DD Form 254  Yes  No. If Yes, complete the following

In response to the contractor's request dated \_\_\_\_\_, retention of the identified classified material is authorized for the period of \_\_\_\_\_

**6. Contractor (Include Commercial and Government Entity (CAGE) Code)**

a. Name, Address, and Zip Code Raytheon Technical Services Company 2 Wayside Road Burlington, MA 01803	b. Cage Code 5D835	c. Cognizant Security Office (Name, Address, Zip Code) Defense Investigative Service 495 Summer Street Boston, MA 02210
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**7. Subcontractor**

a. Name, Address, and Zip Code	b. Cage Code	c. Cognizant Security Office (Name, Address, Zip Code)
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**8. Actual Performance**

a. Name, Address, and Zip Code	b. Cage Code	c. Cognizant Security Office (Name, Address, Zip Code)
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**9. General Identification of the Procurement**

Systems engineering, integration and installation services of advanced technology aviation security screening and related equipment in support of the FAA Security Equipment Integrated Product Team (SEIPT).

10. This contract will require access to:	Yes	No	11. In performing this contract, the contractor will:	Yes	No
a. Communications Security (COMSEC) information.		X	a. Have access to classified information only at another contractor's facility or a government facility.		X
b. Restricted data.		X	b. Receive classified documents only		X
c. Critical nuclear weapon design information		X	c. Receive and generate classified material	X	
d. Formerly restricted data		X	d. Fabricate, modify, or store classified hardware.		X
e. Intelligence information			e. Perform services only.		X
(1) Sensitive Compartmented Information (SCI)		X	f. Have access to U. S. classified information outside the U. S., Puerto Rico, U. S. Possessions and Trust Territories.		X
(2) Non-SCI		X	g. Be authorized to use the services of Defense Technical Information Center (DTIC) or other secondary distribution center.		X
f. Special access information		X	h. Require a COMSEC account		X
g. NATO information		X	i. Have TEMPEST requirements		X
h. Foreign government information		X	j. Have operations security (OPSEC) requirements.		X
i. Limited dissemination information		X	k. Be authorized to use the Defense Courier Service.		X
j. For Official Use Only information	X		l. Other (Specify)		
k. Other (Specify) Sensitive Security Information (SSI) in accordance with 14 CFR 191	X				

12. Public Release. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination exempt as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U. S. Government authority. Proposed Public release shall be submitted for approval prior to release:

Direct  Through (Specify) No information may be released to the public without the express written consent of the FAA Associate Administrator for Civil Aviation Security (ACS-1) or his/her designee. to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review. In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. Security Guidance. The security classification guidance needed for this classified effort is identified below. If and difficulty in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes: to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward, under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

References (copies of references 4 & 5 will be provided with DD-254 upon contract award):

1. Title 14, Code of Federal Regulations, Parts 107, 108, 109, 129, and 191
2. Sensitive Security Information (SSI); Final Rule as reflected in 14 CFR Part 107, et. al., effective date April 21, 1997 (Federal Register, Vol. 62, No. 55, Friday, March 21, 1997, Pages 13736 to 13745).
3. Explosive Detection Systems; Notice of Final Criteria for Certification, effective date September 10, 1993 (Federal Register, Vol. 58, No. 174, Friday, September 10, 1993, Pages 47804 to 47814).
4. Associate Administrator for Civil Aviation Security, ACS-1, Classification Guide for New Terrorist Technology Identification, Prioritization and Countermeasures: Update, 21 Aug. 1992.
5. Associate Administrator for Civil Aviation Security, ACS-1, Classification Guide for FAA Explosive Detection Systems Information and Data, 21 Nov. 1990

**Additional Requirements:**

Disclosure of data or information will be in accordance with NISPOM and pertinent paragraphs of this guidance. All other disclosure issues not addressed shall be approved by the SEIPT Leader and ACS-1 on a case by case basis. A contractor receiving a request from a foreign government, international organization, or (Item 13 is continued on TWO ADDITIONAL PAGES attached)

14. Additional Security Requirements. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

Yes  No

15. Inspections. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific elements carved out and the activity responsible for inspection. Use Item 13 if additional space is needed.)

Yes  No

16. Certification and Signature. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. Typed name of certifying official

Mary M. McGrath

b. Title

FAA Contracting Officer

c. Telephone (include Area Code)

703-707-5647

d. Address (Include Zip Code)

Federal Aviation Administration  
590 Herndon Parkway, Suite 120  
Herndon, VA 20170-5232

e. Signature

Mary M. McGrath

17. Required Distribution

- a. Contractor
- b. Subcontractor, if applicable
- c. Cognizant Security Office for Prime and Subcontractor
- d. U. S. Activity responsible for overseas security administration
- e. Administrative Contracting Officer
- f. Others as necessary

CONTRACT DTFA01-99-C-00035  
CONTRACTOR: RAYTHEON TECHNICAL SERVICES COMPANY

Additional Requirements (Continued)

their representatives, or a sub-contractor, for any information related to the SEIPT program will forward such request to the SEIPT for review and approval. Information related to activities under this contract, including reports and any other deliverables, although unclassified, shall not be published or otherwise released without prior approval by the FAA. Freedom of Information Act (FOIA) requests for information related to this contract will be processed through established FAA FOIA channels for a decision by ACS-1 or his/her designee on the exemption of SSI.

The term "release" includes but is not limited to news articles, contract announcements, advertisements, brochures, photographs, motion picture films, video tapes, scripts, technical papers, working papers, data collection sheets, interview records, speeches, displays, etc., on any phase of the SEIPT equipment deployment program. The contractor is responsible for screening information before submission and/or certifying in its transmittal letters that material is unclassified, technically accurate, and suitable for public release.

Visits by news media representatives to contractor sites or airport working locations pertaining to SEIPT activities must be approved in advance by the FAA. Proposals for such visits by the news media will be directed to the SEIPT Leader for approval at least 15 working days in advance of the proposed date for any event.

Information that has already been approved for public release by the FAA may be released without further recourse. Any information developed after the initial FAA approval for public release shall be submitted for review and processing as outlined above.

Foreign Nationals, including those employed by contractors and possessing a Limited Access Authorization, are not authorized access to SEIPT classified or unclassified SSI and FOUO information, unless approved, in writing, by the FAA SEIPT Leader. Prime and or associate contractors will ensure compliance by their subcontractors.

The contractor will flow down the provisions of this security guidance to the subcontractor DD Forms 254, and require each subcontractor to implement such provisions in lower tier subcontracts. Compromise, or possible compromise, of classified information will be processed immediately according to DOD 5220.22-M and telephonic communication to the SEIPT Leader or his/her designee. Movement of classified material by a contractor will be accomplished according to the provisions of DOD 5220.22-M.

All reports, drafts, working papers, supporting documentation and electronic media which contain SSI or For Official Use Only (FOUO) information shall be marked with appropriate warnings & restrictions, and safeguarded for unauthorized disclosure as indicated below.

Reports, working papers, and any other documents containing information which may be exempt from mandatory release shall contain the protective marking "For Official Use Only" on each page. In addition, the following protective marking shall be displayed at the bottom of each page of all documents and on the labels of any electronic media containing FOUO information:

For Official Use Only  
Public Availability to be Determined Under 5 USC 552

Reports, working papers and any other documents, as well as labels of all electronic media, which contain SSI must display the following additional warning statement:

FOR OFFICIAL USE ONLY

**WARNING NOTICE: THIS DOCUMENT CONTAINS SENSITIVE INFORMATION AND IS SUBJECT TO THE PROVISIONS OF 14 CFR 191.1, ET. SEQ. NO PART OF THIS DOCUMENT MAY BE RELEASED WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE ASSOCIATE ADMINISTRATOR FOR CIVIL AVIATION SECURITY (ACS-1), FEDERAL AVIATION ADMINISTRATION, WASHINGTON, D.C. 20591.**

Receipts and other accountability records are not required for the control of SSI and FOUO information. Government granted personnel security clearances are not required for access to SSI and FOUO information; however, persons granted access must have a bona fide "need to know" based upon their official aviation security duties under this contract and in accordance with the provisions of 14 CFR 191. Documents and electronic media containing SSI or FOUO information shall be stored in locked desks or locked file cabinets at any times when not in use by authorized personnel. This storage requirement is waived in contractor controlled buildings with Defense Investigative Service approved guard protection and access controls provided that such materials are kept in "out-of-sight" storage whenever not in use.

All individuals conducting equipment acceptance testing, evaluating detection performance of equipment, assessing effectiveness of security systems, conducting data collection and evaluation, or participating in related sensitive aviation security activities are required to have a Government granted personal security clearance at least up to and including the Secret level in accordance with the NISPOM.

SECRET

DTFA01-99-C-00035

SECTION J

ATTACHMENT 2

DATA ITEM DESCRIPTIONS (DIDs)

EXPER. E. P. PAGE

## DATA ITEM DESCRIPTION

1. Title: Site Survey Report	2. DI-ENG-047A
2. Description: The Site Survey Report details the findings of the contractor site visits for engineering, installation and integration planning.	4. Approval Date: n/a
	5. Responsible Ofc: AAR-600
7. Application: The Site Survey Report is the supporting document to the Site Installation Plan developed using DID DI-ENG-005.	
10. Preparation Instructions	
10.1 FORMAT. Contractor format is acceptable. However, all reports shall be in this same format. Title of report shall identify it as a "Site Survey Report", shall include the name of air carrier, name of airport, city name, and state. The name of the Air carrier and airport shall not be abbreviated in the title.	
10.2 CONTENT.	
10.2.1 The purpose of the site surveys is to acquire engineering data, operational criteria and planning information in order for the SEIPT to make choices among candidate sites.	
10.2.2 The survey shall address the extent of site work required for each installation choice, the physical attributes and limitations of the proposed locations, operational impacts, schedule, known carrier operational plans, known airport facility plans, and other planning and implementation details unique to each potential site.	
10.2.3 In conducting site surveys and reviews, the contractor shall identify at least three sites at a facility and provide cost and planning data for each. In the event that only a single site is feasible, the report shall explain why there were no alternatives. The report shall identify the contractor's recommended site and provide the rationale therefore. The report shall also identify site preferences of the host air carrier.	
10.2.4 Cost data shall be provided for each option. While rough order of magnitude estimates shall be provided for planning and analysis, sufficient detail shall be provided for each cost item to show the basis for the cost estimate.	
10.2.5 Include a sketch or drawing showing equipment layout with site details for each option. Copies of photos taken during the survey which provide a pictorial view of the location(s) shall be included in the report.	
10.2.6 Include a list of individuals, including company name and phone number, which were contacted during or in connection with the site visits and a synopsis of subject matter discussed with principle contacts.	
10.2.7 The Site Survey Report shall address specific conditions, facilities, issues, or other concerns which will adversely effect the ability of the contractor to perform the installation and integration terms of the contract.	
10.2.8 These reports shall identify those concerns that are deemed to be the responsibility of the Government to correct, beyond the capability of the contractor, or those considered to be out-of-scope of the contract.	
10.2.9 These reports shall make recommendations for solutions to the areas of concern.	

**DATA ITEM DESCRIPTION**

1. Title: <b>Site Installation Plan</b>	2. DI-ENG-005A
2. Description: The Site Installation Plan details the contractor plans for planning, preparing and accomplishing the installation and integration of security equipment.	4. Approval Date: n/a
7. Application: The Site Installation Plan is generally prepared following a site survey and the government selection of an installation option. The SIP serves as the detailed planning document for the scheduling and costing of an installation and for the documentation of responsibilities amongst the various parties including the government, air carriers, airport, vendors and local authorities	5. Responsible Ofc: AAR-600
10. Preparation Instructions	
10.1. FORMAT. Contractor format is acceptable.	
10.2. CONTENT.	
10.2.1 The Site Installation plan shall show how the contractor's schedule of efforts will ensure acceptable completion of contract schedule requirements.	
10.2.2 The plan shall detail all installation requirements, characteristics or efforts unique to the site as determined by contract tasking and a site survey or other preliminary inspection or visit. Essential elements include the detailing of system power requirements, HVAC requirements, facility modification requirements, office and storage requirements, access modifications and all other elements necessary to ensure a successful installation and integration.	
10.2.3 The installation plan shall include power distribution, layout, baggage flow, floor plan and functional drawings necessary to accomplish the particular installation and to show its completed form.	
10.2.4 The plan shall show all contractor activities to ensure that the system interfaces appropriately with existing equipment and facilities. Considerations such as environment, hardware configuration, communications, cable configurations, power interfaces, belt systems, passenger movements, baggage flow and system interfaces are to be addressed.	
10.2.5 The plan shall show the methodology and basic procedures that the contractor intends to follow from delivery through installation, including site acceptance testing, training and operational certification as required by the contract tasking.	
10.2.6 The plan shall include an integrated schedule of all activities for installation and integration commencing with approval of the plan and extending through operational acceptance.	
10.2.7 The plan shall list all resources required to complete the site installation and include specific detail to support any associated cost estimates as required by the contract tasking.	

Federal Aviation Administration	<b>Revision To Award for Supplies &amp; Services</b>	Page 1 of 1
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Date of Award: 06-MAY-1999	Contract Number (if any): D7FA0199C00035	Award No. (if any):	Revision No. 1
Date of Revision: 24-NOV-1999			

**IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.** OMB 2120-0595

Contractor (Name, Address, and Zip Code):  
**RAYTHEON SERVICE COMPANY**  
 4400 FORBES BLVD  
 LANHAN, MD 20706-4392

Contact Point/Phone No:  
 OLIVIA GARVES  
 (301) 794-5056

Mail Invoice To (Name, Address, and Zip Code):  
 Federal Aviation Administration  
 Attn: AFM-220  
 800 Independence Avenue SW  
 Washington, DC 20591

F.O.B. Point: Ship Via: Discount Terms:  
 Destination: Best Means Due in 30

Issuing Office (Address Correspondence To):  
 Federal Aviation Administration  
 Security Equipment Integrated Product Team (SEIPT)  
 590 Herndon Parkway, Suite 120  
 Herndon, VA 20170

PURCHASER NAME AND PHONE NO:  
 Dorna Taylor  
 (703) 707-5662

ESTIMATED VALUE:	\$33,566,362
FROM:	\$33,566,362
AWARD IS CHANGED BY:	\$0.00
FUNDED AMOUNT:	\$0.00

**IMPORTANT: Contractor  is,  is not required to sign this document and return 1 copies to the issuing office.**

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:  
 BY: *Olivia Garves*  
*Contract Administrator*  
 DATE SIGNED: *1/5/00*

UNITED STATES OF AMERICA  
 NAME OF CONTRACTING OFFICER:  
 BY: *Kimberly J. Blonds*  
*Barbara Doherty*  
 DATE SIGNED: *01/7/00*

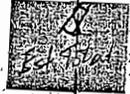
Contract Revision No. 1 adds to Data Item Description #DI-ENG-005A of the contract:

- a. Para. 10.2.8 to add a requirement for a Concept of Operations section in the Site Inspection Plan, and
- b. A Distribution Statement requiring distribution of the Site Inspection Plan 30 calendar days after authorization to proceed.

The revised Data Item Description is attached.

This is a no-cost modification to the contract.

Federal Aviation Administration		Award for Supplies or Services		Page 1 of 1	
Date of Award: 06-MAY-1999		Contract Number (if any): DTFAD199C00035		Award No. (if any):	
IMPORTANT: Mark all packages, invoice(s), and correspondence with contract and/or order/award number.					
Contractor (Name, Address, and Zip Code): Raytheon Technical Services Company 2 Wayside Road Burlington, MA 01803			Mail Invoices To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591		
Contract Point/Phone No: Wayne Cotc 781-238-2433			Mailing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170 FAX No: 703-707-5575		
F.O.B. Point: Destination		Ship Via: Best Means		Discount Terms: Duo in 30	
PURCHASER NAME AND PHONE NO: Bruce Sorenson 703-707-5643			ESTIMATED VALUE: \$182,475,665.00		FUNDING AMOUNT: 50.00
IMPORTANT: Contractor <input type="checkbox"/> is, <input type="checkbox"/> is not required to sign this document and return _____ copies to the issuing office.					OMB 2120-0595
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY: <i>P. P. P.</i> Director of Contracts and Subcontracts DATE SIGNED: 5/1/00			UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>Kimberley T. Branch</i> Kimberley T Branch DATE SIGNED: 5/2/00		



The purpose of this Revision 2 is as follows:

- 1) Modify Clause G.1 to indicate revised COTR/ACOTR designations. Contract change Page 34 of 65.
- 2) Modify Clause H.1 to add specific task order procedures concerning the time periods for submittals of task orders and proposals. Contract change Page 51 of 65.
- 3) Modify Data Item Description (DI-ENG-005A) for:  
Site Installation Plans (SIP) to add information to Section 10.2.8 of the DID and to revise Section 11 to change the deliverable date for the SIP from 30 calendar days to 45 calendar days from authorization to proceed.
- 4) Modify Data Item Description (DI-ENG-047A) for:  
Site Survey Reports (SSR) to add Section 10.2.10 to the DID and to revise Section 11 to change the deliverable date for the SSR from 30 calendar days to 45 calendar days after completion of the site visit survey.
- 5) In accordance with Contract Clause F.5, the Government exercises the first option to extend the period of performance of the contract. Section B.2, Option Year 1 – Contract Year 2 labor category fully burdened hourly rates are to be used for work performed between May 11, 2000 and May 10, 2001.
- 6) There is no cost change to this contract or any task order as a result of this revision.

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.1 GOVERNMENT CONTACTS FOR POST-AWARD ADMINISTRATION

- a. FAA Contracting Officer: The FAA Contracting Officer assigned to this contract is:

Federal Aviation Administration  
ATTN: Kimberley T. Branch  
Contracting Officer  
Phone: (703) 707-5655

- b. Contracting Officer's Technical Representative(s) (COTR and ACOTR): The FAA COTR/ACOTR assigned to this contract are:

COTR:  
Federal Aviation Administration  
ATTN: Edward Ocker  
Security IPT Technical Officer for SEI  
Phone: (703) 707-5641

ACOTR:  
Federal Aviation Administration  
ATTN: Keith Goll  
Security IPT Alternate Technical Officer for SEI  
Phone: (703) 707-5640

The Contracting Officer will issue the COTR a formal letter of designation within five (5) days following contract award. The Contracting Officer may designate alternate COTRs. Notice of all designations will be provided in writing to the contractor.

G.2 CONTRACTING OFFICER'S AUTHORITY

- a. The Contracting Officer has responsibility for ensuring the performance of all necessary actions for effective contracting; ensuring compliance with the terms of the contract and safeguarding the interests of the United States in its contractual relationships. Accordingly, the Contracting Officer is the only individual who has the authority to enter into, administer, or terminate this contract. In addition, the Contracting Officer is the only person authorized to approve changes to any of the requirements under this contract, and notwithstanding any provision contained elsewhere in this contract, the said authority remains solely with the Contracting Officer.
- b. The Contracting Officer may designate, in writing, representatives to perform functions required to administer this contract. However, any implied or expressed actions taken by these representatives must be within the limits cited within the Contracting Officer's written designations. The Contracting Officer shall provide the Contractor copies of all relevant written designations. If any individual alleges to be a representative of the Contracting Officer and the Contractor has not received a copy of the document designating that representative, the Contractor shall refrain from acting upon the representative's requirements and immediately contact the Contracting Officer to obtain a copy of the document designating that individual as a representative of the Contracting Officer.
- c. The Contractor shall immediately notify the Contracting Officer for clarification when a question arises regarding the authority of any person to act for the Contracting Officer under the contract.

PART I - SECTION H  
SPECIAL CONTRACT REQUIREMENTS

H.1 TASK ORDER PROCEDURES

a. *General.* All work to be performed under this contract shall be ordered by the issuance of Task Orders. The Contractor shall charge in accordance with the hours and materials expended on individual task orders, and in accordance with the rates allowed by the contract.

b. *Format.* The Contracting Officer will issue all Task Orders, in writing, to the Contractor. Each Task Order issued shall contain the following minimum information:

1. A Task Order number
2. Appropriate FAA points of contact
3. A period of performance
4. A description of the work to be performed which is within the scope of the statement of work for this contract.
5. A list of deliverables and the delivery schedule
6. A brief description of deliverables with associated required delivery dates.
7. A description of any authorized travel including to and from points
8. A description of any Government-Furnished Information or Property to be provided with delivery locations and required delivery dates
9. Any other administrative data or information appropriate for the Task Order

c. *Procedures.* The following procedures and timeframes apply to this contract and all task orders issued hereunder:

1. The FAA Contracting Officer submits the draft task order to the Contractor.

2. The Contractor reviews the draft task order and has fifteen (15) working days from receipt of the draft task order to submit a proposal to the Contracting Officer.

a) Upon receipt of the draft task order, the Contractor should promptly contact the FAA COTR/ACOTR to clarify technical issues (i.e. SOW, level of effort, appropriate labor categories, etc.) if necessary. If an understanding cannot be reached in a timely manner to submit the proposal within the 15 working day period, the Contractor should advise the Contracting Officer within five (5) working days from receipt of the draft task order concerning the nature of the difficulty in reaching agreement (e. g. unavailability of the COTR/ACOTR, or Contractor personnel, or difficulty in reaching technical agreement, etc.). Once an understanding is reached, the Contractor must submit its proposal to the Contracting Officer within the 15 working day period from receipt of the draft task order.

b) If the Contractor requires more than fifteen (15) working days to submit the proposal, the Contractor must submit a request for an extension from the Contracting Officer (these communications may be via "email"), within a ten (10) working day period after receipt of the draft task order. The request must include the rationale for the delay, and indicate the Contractor's ability to meet the delivery schedule contained within the task order.

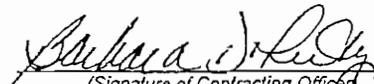
c) In the event the services required under the task order are needed immediately (within the 15 working day period), the Contracting Officer may issue a task order with limited funding. The Contractor may submit a Rough Order of Magnitude (ROM) proposal to the Contracting Officer within five (5) days of receipt of the draft task order, and then proceed with steps a) and b) above, as necessary. The ROM proposal will only be deemed necessary if the Contractor anticipates that the funding provided by the Government with the task order are insufficient to cover the immediately needed portions of the task order effort. "Immediately needed portions of the task order effort" is work that takes place within the initial 15 working day period from receipt of the draft task order.

3. Upon final agreement, and if necessary, a revised proposal will be provided by the Contractor and the task order will be revised to reflect the agreement and provided to the Contractor for signature.

4. Upon receipt of a signed task order from the Government Contracting Officer, the Contractor will sign the document and return a fully executed copy to the Government Contracting Officer. The Contractor is to proceed with any task upon receipt of a signed task order from the Government Contracting Officer.

d. *Expenditures.* The Contractor shall not incur costs, in performance of a task order, in excess of the funds authorized in each task order. See the Limitation of Funds clause (FAA AMS 3.3.1-14) for notification requirements for contract expenditures.

Federal Aviation Administration		Revision To Award for Supplies or Services		Page 1 of 1	
Date of Award: 11-MAY-1999		Contract Number (if any): DTFA0199CA0035		Award No. (if any):	
Date of Revision: 31-JUL-2000				Revision No. 23 BAS	
IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.					
Contractor (Name, Address, and Zip Code): RAYTHEON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDE RD BURLINGTON, MA 01803			Mail Invoice To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591		
Contact Point/Phone No: WAYNE COTE 781-238-2433			Issuing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170 FAX No: 703-707-5675		
F.O.B. Point: Destination:		Ship Via: Best Means			
Discount Terms: Due in 30					
PURCHASER NAME AND PHONE NO: Kimberly T Branch 703-707-5655			ESTIMATED VALUE: \$33,566,362.00 FROM: \$33,566,362.00 ESTIMATED VALUE IS CHANGED BY: \$0.00 FUNDED AMOUNT: \$21,470,734.20		
IMPORTANT: Contractor <input type="checkbox"/> is, <input type="checkbox"/> is not required to sign this document and return ___ copies to the issuing office.				OMB 2120-0595	
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY:			UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: Kimberly Branch Kimberly T Branch		
SIGNED:			DATE SIGNED: 7/26/00		

AMENDMENT OF SOLICITATION		MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE	OF	PAGES
2. AMENDMENT/MODIFICATION NO. 0003		3. EFFECTIVE DATE See BLK 16c		4. REQUISITION/PURCHASE REQ. NO. N/A		5. PROJECT NO. (If applicable) 1   5	
6. ISSUED BY Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170		7. ADMINISTRATED BY (If other than Item 6) Kimberley T. Branch (703) 707-5655		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) Raytheon Technical Services Company 2 Wayside Road Burlington, MA 01803				9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				10A. MODIFICATION OF CONTRACT/ORDER NO. DTFA01-99-C-00035			
				10B. DATED (SEE ITEM 13) 11 May 1999			
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer is <input type="checkbox"/> extended <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation on as amended, by one of the following methods:							
(a) By completing Item 8 and 15, and returning _____ copies of the amendment; (b) 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 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 hours and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required) N/A							
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.							
<input type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, Appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF THE CHANGES CLAUSE INCORPORATED INTO THIS CONTRACT.							
<input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
<input checked="" type="checkbox"/> D. OTHER (Specify type of modification and authority) Add required Security Clauses as specified below.							
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return <u>0</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by section headings, including solicitation/contract subject matter where feasible.)							
The purpose of this modification is to add the following required Security Clauses to Section I of the contract:  FAA AMS Clause 3.13-6 Contractor Personnel Suitability Requirements (June 2000)  FAA AMS Clause 3.13-7 Qualifications of Employees (June 2000)							
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)			
				Barbara Doherty Contracting Officer, ASU-360			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
				BY 		7-19-00	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

AMS Clause 3.13-6 Contractor Personnel Suitability Requirements (June 2000)

- (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.
- (3) *Contractor employee as used for personnel security* – any person employed as or by a contractor, subcontractor or consultant in support of the FAA.
- (3) *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.
- (4) *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.
- (5) *Resources* – FAA resources includes a physical plant, information databases including hardware and software, as well as manual records pertaining to agency mission or personnel.
- (6) *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.
- (7) *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: (1) FAA facilities, (2) sensitive information, and/or (3) resources regardless of the location where such access occurs, and none of the exceptions listed in Appendix 9, paragraph 8 pertain.
- (c) Consistent with Appendices 3 and 9 of FAA Order 1600.1D, 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>
Program Manager	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.

-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 described in Appendix 9 of FAA Order 1600.1D. If an employee has had a previous background investigation completed by a federal Government entity, which meets the requirements of Chapter 7 of FAA Order 1600.1D, it will 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 and place 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

Regional and Center Contracts:

N/A

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 (d) of 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 granted its approval of the forms. 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

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 (date of birth and social security number shall be omitted from CO and Operating Office copies of report(s)).
- (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 Appendix 9, paragraph 8 exceptions do not apply, as stated in paragraph (b).  
(End of Clause)

**AMS Clause 3.13-7 Qualifications of Employees (January 2000)**

The Contracting Officer will provide notice to the Contractor when the Contracting Officer finds that any contractor employee is incompetent, careless, unsuitable or otherwise objectionable, or whose conduct appears contrary to the public interest, or inconsistent with the best interest of national security. The Contractor shall take appropriate action, including the removal of such employees from working on this FAA contract, at their own expense. The contractor agrees to insert terms that conform substantially to the language of this clause in all subcontracts under this contract.

**(End of Clause)**

<b>Federal Aviation Administration</b>		<b>Revision To Award for Supplies or Services</b>		Page 1 of 1
Date of Award: 11-MAY-1999	Contract Number (If any):	Award No. (If any):	Revision No.	
Date of Revision: 16-APR-2001	DTFA0199CA0035		4	
<b>IMPORTANT!</b> Mark all package(s), invoice(s), and correspondence with contract and/or order/award symbols.				
Contractor (Name, Address, and Zip Code): RAYTHEON TECHNICAL SERVICES COMPANY (RTSC) 1 WAYSIDE RD BURLINGTON, MA 01801		Mail Invoice To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20391		
Contract Point/Phone No: WAYNE COTE 781-238-2499		Issuing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Harnden Parkway, Suite 120 Hampton, VA 20170 FAX No: 703-707-5675		
F.O.B. Point: Destination Ship Via Boat Means Discount Terms: Due in 30				
PURCHASER NAME AND PHONE NO: Kimberly T Branch 703-707-5655		ESTIMATED VALUE: \$41,572,821.00 FROM: \$33,566,362.00 ESTIMATED VALUE IS CHANGED BY: \$8,006,459.00 FUNDED AMOUNT: \$13,343,462.03		
<b>IMPORTANT:</b> Contractor <input type="checkbox"/> is, <input checked="" type="checkbox"/> is not required to sign this document and return _____ copies to the issuing office. OMB 2120-0595				
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY: <i>[Signature]</i> DATE SIGNED: 5/19/01		UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>[Signature]</i> Kimberly T Branch DATE SIGNED: 5/11/01		

The purpose of this revision is to modify the contract as shown herein.

**RECEIVED**  
 MAY 1 2001  
 By *W.A. Cote*

cc: S. Massihzadeh  
 K. Piscitelli  
 J. Thompson  
 P. Plein  
 A. Simons  
 V. Fields  
 M. Warner

DTF A01-99-C-00035  
Revision 4

The purpose of this Revision 4 is as follows:

- 1) Modify Clause G.1 to indicate revised COTR/ACOTR designations. Contract change Page 34 of 65.
- 2) Modify Clause G.8 to indicate Key Personnel by incumbent as well as position title. Contract change Page 48 of 65.
- 3) In accordance with Contract Clause F.5, the Government exercises the second option to extend the period of performance of the contract. Section B.3, CLIN 0003, Option Year 2 - Contract Year 3 labor category fully burdened hourly rates are to be used for work performed between May 10, 2001 and May 18, 2002.
- 4) Recapitulation through this revision:

CLIN	Description	Period of Performance	Total Estimated Value
0001	Basic Contract Period	May 19, 1999 - May 18, 2000	\$33,566,362
0002	Option Year One/Contract Year Two (Exercised by Rev. 2)	May 19, 2000 - May 18, 2001	\$16,844,062
0003	Option Year Two/Contract Year Three (Exercised by Rev. 4)	May 10, 2001 - May 18, 2002	\$37,085,695

5) Note that this Option Year 2 is designated to start on May 10, 2001 in order to prevent any gap in contract coverage from May 10, 2001 through May 18, 2001. The original contract award is considered to have started on May 19, 1999 (the date originally signed by the Contracting Officer). In Revision 2, the date was inadvertently changed to reflect an option year from May 11, 2000 through May 10, 2001. This Revision corrects that to show that option years are intended to run from May 19 of the current year through May 18 of the following year.

6) Except as provided herein, all other terms and conditions of the contract remain unchanged.

DTFA01-99-C-000035  
Revision 4  
Page 34 of 65

PART I - SECTION G  
CONTRACT ADMINISTRATION DATA

G.1 GOVERNMENT CONTACTS FOR POST-AWARD ADMINISTRATION

a. FAA Contracting Officer: The FAA Contracting Officer assigned to this contract is:

Federal Aviation Administration  
ATTN: Kimberley T. Branch  
Contracting Officer  
Phone: (703) 707-5655

b. Contracting Officer's Technical Representative(s) (COTR and ACOTR): The FAA COTR/ACOTR assigned to this contract are:

COTR:  
(for all Task Orders except T.O. 8)  
Federal Aviation Administration  
ATTN: Chuck Burke  
Security IPT Technical Officer for SEI  
Phone: (703) 707-5641

COTR:  
(for Task Order 8)  
Federal Aviation Administration  
ATTN: Rick Hayes  
Security IPT Technical Officer for SRI  
Phone: (703) 707-5646

ACOTR:  
Federal Aviation Administration  
(for all Task Orders except TO 8 and as shown below)  
ATTN: Bob Sheffel  
Security IPT Alternate Technical Officer  
Phone: (703) 707-5663

ACOTR:  
Federal Aviation Administration  
(for Task Order 8)  
ATTN: Keith Goll  
Security IPT Alternate Technical Officer  
Phone: (703) 707-5640

(The following are ACOTRS at the FAATC: Rick Lazzarick/TO 9; Roy Mason/TO 12; Kelly Leone/TO 13 and Eric Neiderman/TO 20).

c. The Contracting Officer will issue the COTR a formal letter of designation within five (5) days following contract award. The Contracting Officer may designate alternate COTRs. Notice of all designations will be provided in writing to the contractor.

G.2 CONTRACTING OFFICER'S AUTHORITY

a. The Contracting Officer has responsibility for ensuring the performance of all necessary actions for effective contracting; ensuring compliance with the terms of the contract and safeguarding the interests of the United States in its contractual relationships. Accordingly, the Contracting Officer is the only individual who has the authority to enter into, administer, or terminate this contract. In addition, the Contracting Officer is the only person authorized to approve changes to any of the requirements under this contract, and notwithstanding any provision contained elsewhere in this contract, the said authority remains solely with the Contracting Officer.

b. The Contracting Officer may designate, in writing, representatives to perform functions required to administer this contract. However, any implied or expressed actions taken by those representatives must be within the limits cited within the Contracting Officer's written designations. The Contracting Officer shall provide the Contractor copies of all relevant written designations. If any individual alleges to be a representative of the Contracting Officer and the Contractor has not received a copy of the document designating that representative, the Contractor shall refrain from acting upon the representative's requirements and immediately contact the Contracting Officer to obtain a copy of the document designating that individual as a representative of the Contracting Officer.

c. The Contractor shall immediately notify the Contracting Officer for clarification when a question arises regarding the authority of any person to act for the Contracting Officer under the contract.

DTFA01-99-C-00835  
Revision 4  
Page 44 of 65

## PART I - SECTION C CONTRACT ADMINISTRATION DATA

### G.8 J.8.2-17 Key Personnel and Facilities (July 1996) (modified)

a. The personnel specified in the paragraph c below are essential to the work being performed in this contract. These personnel, unless otherwise unavoidable, shall not be changed from their designated assignment areas until at least 12 months have elapsed. Unavoidable situations include sudden illness, death or termination of employment.

b. Reasonably in advance of changing any of the below listed personnel, the Contractor shall notify the Contracting Officer, of the change, in writing, and provide justification (including proposed substitutions) in sufficient detail to permit the FAA to evaluate the impact of the change on this contract. Within a reasonable period of time, the Contracting Officer will review the Contractor's change notification, and either accept or reject the proposed change. Unless unavoidable, no change shall be made by the Contractor without the written consent of the Contracting Officer.

c. Key personnel are:	Program Manager	Susan Marshall
	Lead Engineer	Vollie Blalock, Jr.
	Aircraft Air Carrier/ Industry Specialist	Douglas R. Laird
	Sr. Design Engineer	Quinn A. Hues
	Sr. Systems Engineer	Michael R. Warner
	Sr. Human Factors Engineer	TBD
	Sr. Test Engineer	Mike Moser

d. Facilities are not considered key for this effort.

### G.9 Travel Costs

a. Travel shall be reimbursed on a cost plus no fee basis, subject to Joint Federal Travel Regulation (JFTR) guidelines and any other limitations cited below.

1. The Government will reimburse the Contractor, up to amounts allowed by the JFTR, for reasonable travel expenditures, incurred in the performance of this contract except no reimbursement is authorized for local travel. In maintaining a policy of keeping travel costs 'reasonable' in the performance of this contract, the Contractor agrees to use a cost effective approach and continuously pursue opportunities to lower and contain travel costs using, where practical, group rate arrangements, off-peak travel itineraries and other similar travel cost containment methods. Further, the Contractor agrees to effect procedures to ensure Government reimbursable travel expenditures are only incurred when absolutely necessary. To assist in determining reasonable travel cost objectives the Contractor is encouraged to contact the FAA travel office for general guidance. Further, to mitigate the inherently higher rates associated with urgent emergent travel, the Contractor agrees to contact, reasonably in advance, the Contracting Officer for assistance prior to executing such travel, unless documented circumstances clearly indicate such advance contact was not possible.

2. Incurred travel costs, listed below, will be disallowed for Government reimbursement and considered as being expenditures to be absorbed by the Contractor. Included are costs:

- (i) in excess of amounts allowed by the JFTR;
- (ii) within a Government installation, where Government transportation is available;
- (iii) for personnel conveniences, including daily travel to and from work;
- (iv) in the case of urgent emergent travel, in excess of amounts allowed by the JFTR, due to the Contractor not requesting Contracting Officer assistance reasonably in advance except for justifiable and documented circumstances which prevented such advance contact from being possible; and

Date of Award: 11-MAY-1999	Contract Number (if any): DTFA0199CA0035	Award No. (if any):	Revision No. 5
Date of Revision: 20-DEC-2001			

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

<b>Contractor (Name, Address, and Zip Code):</b> SYTHEON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDE RD BURLINGTON, MA 01803	<b>Mail Invoice To (Name, Address, and Zip Code):</b> Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591
---	---

<b>Contact Point/Phone No:</b> WAYNE COTE 781-238-2433	<b>Issuing Office (Address Correspondence To):</b> Federal Aviation Administration Resource Management Branch, ASU-360 800 Independence Avenue Washington, DC 20591 FAX No: 202-267-5149
--	---

F.O.B. Point:	Destination:	Ship Via:	Best Means:
Discount Terms: Due in 30			

<b>PURCHASER NAME AND PHONE NO:</b> Todd O Pennington 703-796-7124	<table style="width:100%;"> <tr> <td style="text-align: right;">ESTIMATED VALUE:</td> <td style="text-align: right;">\$182,475,665.00</td> </tr> <tr> <td style="text-align: right;">FROM:</td> <td style="text-align: right;">\$41,572,821.00</td> </tr> <tr> <td style="text-align: right;">ESTIMATED VALUE IS CHANGED BY:</td> <td style="text-align: right;">\$140,902,844.00</td> </tr> <tr> <td style="text-align: right;">FUNDED AMOUNT:</td> <td style="text-align: right;">\$47,709,139.03</td> </tr> </table>	ESTIMATED VALUE:	\$182,475,665.00	FROM:	\$41,572,821.00	ESTIMATED VALUE IS CHANGED BY:	\$140,902,844.00	FUNDED AMOUNT:	\$47,709,139.03
ESTIMATED VALUE:	\$182,475,665.00								
FROM:	\$41,572,821.00								
ESTIMATED VALUE IS CHANGED BY:	\$140,902,844.00								
FUNDED AMOUNT:	\$47,709,139.03								

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

<b>NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:</b> BY:	UNITED STATES OF AMERICA <b>NAME OF CONTRACTING OFFICER:</b> BY:
DATE SIGNED:	DATE SIGNED:

Revision 5 is issued for administrative purposes due to a error within the Acquire system. All terms and conditions of this contract remain unchanged.

Federal Aviation Administration		Revision To Award for Supplies & Services		Page 1 of 1
Date of Award: 11-MAY-1999	Contract Number (if any): DTFA0199CA0035	Award No. (if any):	Revision No. 6	
IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.				
Contractor (Name, Address, and Zip Code): RAYTHEON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDE RD BURLINGTON, MA 01803		Mail Invoice To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591		
Contact Point/Phone No: WAYNE COTE 781-238-2433		Issuing Office (Address Correspondence To): Federal Aviation Administration Resource Management Branch, ASU-360 800 Independence Avenue Washington, DC 20591 FAX No: 202-267-5149		
F.O.B. Point: Destination	Ship Via:	Best Means		
Discount Terms: Due in 30				
PURCHASER NAME AND PHONE NO: Todd O Pennington 703-796-7124		ESTIMATED VALUE: \$182,475,665.00 FROM: \$182,475,665.00 ESTIMATED VALUE IS CHANGED BY: \$0.00 FUNDED AMOUNT: \$58,809,139.03		
IMPORTANT: Contractor <input type="checkbox"/> is, <input type="checkbox"/> is not required to sign this document and return ___ copies to the issuing office.				OMB 2120-0595
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY:		UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>Kimberley T Branch</i> Kimberley T Branch		
DATE SIGNED:		DATE SIGNED: 5/10/02		

Federal Aviation Administration		Revision To Award for Supplies or Services		Page 1 of 1
Date of Award: 11-MAY-1999	Contract Number (if any): DTEA0199CAD035	Award No. (if any):	Revision No. 7	
IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.				
Contractor (Name, Address, and Zip Code): RAYTHON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDERD SHELINGTON, MA 01803		Mail Invoice To (Name, Address, and Zip Code): Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591		
Contract Point/Phone No: WAYNE COTE 781-238-2433		Issuing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170 FAX No: 703-707-5675		
F.O.B. Point: Destination Ship Via: Best Means Discount Terms: Due in 30				
PURCHASER NAME AND PHONE NO: Patricia A Newton 703-756-7111		ESTIMATED VALUE: \$182,475,665.0 FROM: \$182,475,665.0 ESTIMATED VALUE IS CHANGED BY: \$0.0 FUNDED AMOUNT: \$58,809,139.0		
IMPORTANT: Contractor <input checked="" type="checkbox"/> is, <input type="checkbox"/> is not required to sign this document and return <u>3</u> copies to the issuing office.				OMB 2120-0595
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY: <i>ROR</i>		UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>Patricia A. Newton</i> Patricia A Newton		
DATE SIGNED: <i>3/25/03</i>		DATE SIGNED: <i>4-10-03</i>		

Revision 7 is hereby issued to exercise Option Year 4 of the subject contract to May 18, 2004. All other terms and conditions remain unchanged.

RECEIVED  
MAR 20 2003  
By *W. A. Cote*

Federal Aviation Administration		Revision To Award for Supplies or services		Page 1 of 1
Date of Award: 11-MAY-1999	Contract Number (if any): DTFA0199CA0035	Award No. (if any):	Revision No. 7	
Date of Revision: 20-MAR-2003	IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.			
Contractor (Name, Address, and Zip Code): RAYTHEON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDE RD BURLINGTON, MA 01803		Mail Invoice To (Name, Address, and Zip Code): 701 C Street P.O. Box 14 Anchorage, AK 99513		
Contact Point/Phone No: WAYNE COTE 781-238-2433		Issuing Office (Address Correspondence To): Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170 FAX No: 703-707-5675		
F.O.B. Point: Destination	Ship Via: Best Means	ESTIMATED VALUE: \$182,475,665.00		
Discount Terms: Due in 30		FROM: \$182,475,665.00		
PURCHASER NAME AND PHONE NO: Patricia A Newton 703-796-7111		ESTIMATED VALUE IS CHANGED BY: \$0.00		
		FUNDED AMOUNT: \$58,809,139.00		
IMPORTANT: Contractor <input checked="" type="checkbox"/> is, <input type="checkbox"/> is not required to sign this document and return <u>3</u> copies to the issuing office.				OMB 2120-0595
NAME AND TITLE OF PERSON AUTHORIZED TO SIGN: BY:		UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY:		
DATE SIGNED:		Patricia A Newton DATE SIGNED:		

Revision 7 is hereby issued to exercise Option Year 4 of the subject contract to May 18, 2004. All other terms and conditions remain unchanged.

Date of Award: 11-MAY-1999	Contract Number (if any): DIFA0199CA0035	Award No. (if any):	Revision No. 8
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IMPORTANT: Mark all package(s), invoice(s), and correspondence with contract and/or order/award numbers.

<b>Contractor (Name, Address, and Zip Code):</b> AYTHEON TECHNICAL SERVICES COMPANY (RTSC) 2 WAYSIDE RD BURLINGTON, MA 01803	<b>Mail Invoice To (Name, Address, and Zip Code):</b> Federal Aviation Administration Attn: AFM-220 800 Independence Avenue SW Washington, DC 20591
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<b>Contact Point/Phone No:</b> WAYNE COTE 781-238-2433	<b>Issuing Office (Address Correspondence To):</b> Federal Aviation Administration Security Equipment Integrated Product Team 590 Herndon Parkway, Suite 120 Herndon, VA 20170 FAX No: 703-707-5675
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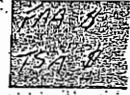
F.O.B. Point:	Destination:	Ship Via:	Best Means:
Discount Terms: Due in 30			

<b>PURCHASER NAME AND PHONE NO:</b> Patricia A Newton 703-796-7111	<table style="width:100%;"> <tr> <td style="text-align: right;">ESTIMATED VALUE:</td> <td style="text-align: right;">\$182,475,665.00</td> </tr> <tr> <td style="text-align: right;">FROM:</td> <td style="text-align: right;">\$182,475,665.00</td> </tr> <tr> <td style="text-align: right;">ESTIMATED VALUE IS CHANGED BY:</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td style="text-align: right;">FUNDED AMOUNT:</td> <td style="text-align: right;">\$58,809,139.03</td> </tr> </table>	ESTIMATED VALUE:	\$182,475,665.00	FROM:	\$182,475,665.00	ESTIMATED VALUE IS CHANGED BY:	\$0.00	FUNDED AMOUNT:	\$58,809,139.03
ESTIMATED VALUE:	\$182,475,665.00								
FROM:	\$182,475,665.00								
ESTIMATED VALUE IS CHANGED BY:	\$0.00								
FUNDED AMOUNT:	\$58,809,139.03								

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

<b>NAME AND TITLE OF PERSON AUTHORIZED TO SIGN:</b> BY:	UNITED STATES OF AMERICA NAME OF CONTRACTING OFFICER: BY: <i>Patricia A. Newton</i> Patricia A Newton
<b>DATE SIGNED:</b>	DATE SIGNED: 4-9-03

The following administrative revision 8 is hereby issued to change the funded amount to \$66,009,139.03 in lieu of \$58,809,139.03, an increase of \$7,200,000.00. Note: \$63,609,139.03 is FAA funding; and, \$2,400,000.00 is TSA funding. All other terms and conditions remain unchanged.





<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES 1 17
2. AMENDMENT/MODIFICATION NO. 011	3. EFFECTIVE DATE 5/18/2004	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)
6. ISSUED BY TSA/STDO 590 Herndon Parkway, Suite 120 Herndon, VA 20170	CODE	7. ADMINISTERED BY (if other than item 6) TSA/STDO 590 Herndon Parkway, Suite 120 Herndon, VA 20170	CODE

6. NAME AND ADDRESS OF CONTRACTOR (incl. street, county, State, and Zip Code)  Raytheon Technica Services Company LLC Attn: Karen-Ann Glennon 3 Van de Graaff Drive Burlington, MA 01803	(X)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	X	10A. MODIFICATION OF CONTRACT/ORDER NO. DTFA01-99-C-00035
CODE	FACILITY CODE	10B. DATED (SEE ITEM 13) 5/11/99

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 ACKNOWLEDGEMENT 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)  
N/A

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 code, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.104(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Bilateral Agreement Between Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor  is not,  is required to sign this document and return 3 copies to the issuing office.

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

Modification 011 is hereby issued to extend the Period of Performance to September 30, 2004; and to incorporate the attached Contract Section B, Supplies or Services and Prices/Cost and Section C, Statement of Work. All other Terms and Conditions remain unchanged.

15A. NAME AND TITLE OF SIGNER (Type or print) Patricia A Mullen Sr. Contracts Negotiator	15B. CONTRACTOR OFFER FROM <i>Karen May</i> (Signature of person authorized to sign)	15C. DATE SIGNED 5/18/04	15D. UNITED STATES OF AMERICA BY <i>Patricia A. Newton</i> (Signature of Contracting Officer)	15E. DATE SIGNED 5-18-04
--	--	-----------------------------	---	-----------------------------

NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

50-105

STANDARD FORM 30 (Rev. 10-85)  
Prescribed by GSA  
FAR (48 CFR) 53.243

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

B.4 CONTRACT EXTENSION: MAY 18, 2004 TO SEPTEMBER 30, 2004

<u>SEI II Labor Category</u>	<u>Raytheon Labor Category</u>	<u>Fully Burdened Hourly Rate</u>
Program Manager	Sr. Manager-Program Management	\$ [REDACTED] B4
Lead Engineer	Manager III Engineering	\$ [REDACTED]
Airport Carrier		\$ [REDACTED]
Sr. Systems Eng	Principal Systems Engineer	\$ [REDACTED]
Systems Eng	Sr. Systems Engineer II	\$ [REDACTED]
Sr. Design Eng	Sr Systems Engineer I	\$ [REDACTED]
Design Eng	Systems Engineer II	\$ [REDACTED]
Reliability Eng	Team Leader II QA, Reliability, Test & Inspection	\$ [REDACTED]
Sr. Test Engineer	Sr. Test Engineer I	\$ [REDACTED]
Test Engineer	Test Engineer II	\$ [REDACTED]
Field Engineer	Field Engineer II	\$ [REDACTED]
Field Technician	Technical Support Specialist Sr.	\$ [REDACTED]
Engineering Aid	Design Checking Engineer I	\$ [REDACTED]
Maintenance Specialist	Test Technician Senior	\$ [REDACTED]
Training Specialist	Test Technician	\$ [REDACTED]
Doc. Spec/Tech Writer	Technical Editor/Writer II	\$ [REDACTED]
Information Spec	Information Systems Technologist II	\$ [REDACTED]
Sr. Operations Analyst	Mgr III Proj Mgmt/Plng Opms	\$ [REDACTED]
Sr. Instruct Designer	Sr. Systems Engineer II	\$ [REDACTED]
Publications Sys Spec	Team Leader II Publications	\$ [REDACTED]
Sr. Artist Illustrator	Sr. Industrial/Commercial Graphic Artist	\$ [REDACTED]
Installation Eng Manager	Sr. Mechanical Engineer II	\$ [REDACTED]
Data Base Admin Mangr	Database Administrator II	\$ [REDACTED]
Sr. Proj Contrl Spec	Program Cost Sched & Contr II	\$ [REDACTED]
Buyer/Contracts Admin	Contract Negotiator	\$ [REDACTED]
Clerical	Administrative Specialist	\$ [REDACTED]
Sr Statistician	Sr. Marketing Research/Planning Analyst	\$ [REDACTED]
Test Technician	Technical Support Specialist Sr.	\$ [REDACTED]
Baggage Technician	Technical Support Specialist	\$ [REDACTED]
Sr Software Engineer	Sr. Software Engineer I	\$ [REDACTED]
Software Engineer	Software Engineer I	\$ [REDACTED]
Sr. Human Factors Eng	Sr. Systems Engineer II	\$ [REDACTED]
Human Factors Eng	Systems Engineer I	\$ [REDACTED]
Config Mangmt Spec	Principal Configuration Analyst	\$ [REDACTED]
Explosives Spec		\$ [REDACTED]
On-Site Install Mangr	Systems Engineer II	\$ [REDACTED]
Sub-Contracts		\$ [REDACTED]

Assumptions  
 Rate escalation is @ 5% except where actuals were used for current personnel to break even.

PART I - SECTION C  
STATEMENT OF WORK

SECURITY EQUIPMENT INTEGRATION SERVICES

1. SCOPE

1.1 Introduction

The contractor shall provide all necessary qualified personnel, services and materials to conduct and manage the integration and installation of Government furnished security equipment at designated airports *and/or other transportation facilities, as may be directed by the Government*. The services shall include testing, and logistics related to equipment integration/installation, and technical support services. All work provided shall be in accordance with the terms and conditions of this contract.

1.2 Summary of Work

The Contractor will provide the planning, design, engineering and management support services required to test, integrate and install Government Furnished security equipment at all *federalized airports, or airports identified for federalization*, or other *transportation* facilities in geographically dispersed locations to be designated by the Government. The Contractor will plan, integrate, install and/or manage the installation of the security equipment; conduct factory acceptance testing, system integration, equipment site acceptance testing; conduct or oversee vendor provided training of operators, maintenance technicians, *TSA* personnel; provide or oversee vendor provided ~~maintenance support until transfer of operational control of equipment to the TSA; collect and analyze data related to~~ the performance and operation of the new security equipment; as required by the Government, evaluate the impact of the new security equipment upon *TSA* and airport operations, and provide technical support and consultant services. All or a portion of these services may be required by the Government for a period of up to one year *after* transfer of operational control of the equipment to the *TSA*.

1.3 *TSA* Management Structure

This Security Equipment Integration (SEI) contract will be managed by the *TSA's Security Technology Deployment Office (STDO)*.

1.4 Government Tasking Direction

The SOW contains a wide range of required activities. The *TSA* will issue Task Orders for the work required under this contract. Individual Task Orders will describe the work required at specific sites which may include one or more of the testing, planning, logistics support, installation, integration, training, data collection and analysis and/or oversight activities specified in this SOW, and delineation of hours worked, if different from normal work hours.

1.5 Contractor's Roles and Responsibilities

The Contractor shall be responsible for the planning, logistics, scheduling, project control, oversight, engineering, installation, testing, training and maintenance activities at geographically dispersed airports as specified in the task orders issued under this contract.

## PART I - SECTION C STATEMENT OF WORK

## 1.6 Security Requirements

The contractor shall possess the capability to store and safeguard from unauthorized disclosure information of national security concern pursuant to Executive Order 12356, National Security Information, and unclassified information determined to be sensitive security information pursuant to Title 14, Code of Federal Regulations, Part 191, Withholding Security Information from Disclosure Under the Air Transportation Security Act of 1974. The Contractor shall complete Sections 6, 7, and 8 of DD-254 in its entirety and submit it with the oral presentation briefing package. See Attachment J for copy of DD-254.

## 2. APPLICABLE DOCUMENTS

## 2.1a TSA Standards

## 2.1.b FAA Standards

FAA-STD-002c                      Facilities Installation Drawings Preparation  
11 March 1987

FAA-STD-020b                      Transient Protection, Grounding, Bonding  
11 May 1992                      and Shielding Requirements for Electronic Equipment

~~FAA-STD-021a                      Configuration Management (Contractor  
17 Aug 1987                      Requirements)~~

FAA-STD-025c                      Preparation of Interface Documentation  
10 Dec 1992

FAA-STD-005D                      Preparation of Specification Documents

FAA-STD-018A                      Computer Software Quality Program Requirements

FAA-STD-024B                      Preparation of Test and Evaluation Document

## 2.2 Military Standards

MIL-STD-12D                      Abbreviations for Use on Drawings, and in  
29 May 1981                      Specifications, Standards and Technical Documents

## 2.3 Other Government Documents, Drawings, and Publications

The following Documents of the exact issue shown form a part of this SOW to the extent specified herein.

DOT/FAA/AP-83/6	Request for Action (RFA)
ACS Memorandum, 10/18/90	Explosives Detection System classification Guidance for Explosives Detection System Information/Data
ACT-1 Memorandum, 3/22/90	Standard Operating Procedures for Classified Data Processing

PART I - SECTION C STATEMENT OF WORK

2.3 Other Government Documents, Drawings, and Publications (continued)

DOT/FAA Order 1600.54B	FAA Automated Information Systems Security Handbook
FAATC Order 1710.2B	Preparation and Issuance of Formal Reports, Technical Notes, and Other Documentation
FAR 107	Airport Security
FAR 108	Airplane Operator Security
FAR 109	Indirect Air Carrier Security
FAR 129	Operations: Foreign Air Carriers, and Foreign Operators of U.S. Registered Aircraft
FAR 139	Certification and Operations: Land Airports Service Certain Air Carriers
PL 101-604	Aviation Security Improvement ACT of 1990

2.4 Availability Of Documents

2.4.1 TSA and FAA Documents may be obtained through:

Transportation Security Administration  
Monroe Business Center  
590 Herndon Parkway  
Suite 120  
Herndon, Virginia 20170

2.5 Vendor Furnished Documents

Applicable operating vendor documentation will be provided with the security equipment.

2.6 Data Item Descriptions

DI-ENG-047A	Site Survey Report
DI-ENG-005A	Site Installation Plan

2.7 Tests Plans

Systems Level Master Test Plans Factory Acceptance Test Plans Site Acceptance Test Plans

2.8 Configuration Management Plan

## PART I - SECTION C STATEMENT OF WORK

## 3. PROGRAM MANAGEMENT

## 3.1 Program Manager

The Contractor shall be fully responsible for the integration and coordination of the work described in the SOW. The Program Manager shall be the single focal point within the Contractor's activity for all required program tasks. The Contractor's Program Manager shall be prepared at all times, given reasonable notice, to present and discuss with the Contracting Officer and the Technical Officer the status of all requirements and problems.

## 3.2 Program Management Plan

The Contractor shall prepare and submit for government approval, a Program Management Plan (PMP). The PMP shall serve as the baseline for describing the Contractor's work plan. The PMP shall describe the Contractor's technical approach, project management organization, assignments and responsibilities, project cost and schedule control safeguards to be applied to this contract, resource planning methodology, subcontractor management, and project coordination procedures. The Contractor shall periodically update the PMP as necessary, or as requested by the TSA, to maintain consistency between it and actual practices, and as reflected in the individual task orders. The Contractor shall provide a draft PMP within thirty (30) calendar days after contract award. The TSA review comments shall be given to the Contractor within seven (7) calendar days after receipt; and the document shall be finalized by the Contractor within five (5) calendar days thereafter.

~~3.3 Schedule Management~~

The Contractor shall act as the master scheduler for this program. The Contractor shall schedule and coordinate accomplishment of all necessary activities with common carriers transporting security equipment, local riggers and handlers, local and corporate airline, local and regional airport authority, *local and regional TSA*, vendors and other government contractor personnel and subcontractor personnel to assure the orderly and expeditious completion of the program.

The Contractor shall establish and maintain an up-to-date schedule of major activities based on a logical and efficient sequence of events designed to accomplish the work described in this SOW and subsequent individual task orders. The schedule shall be presented in the form of a Network Logic Schedule.

## 3.4 Risk Management

The Contractor shall prepare and maintain a schedule using Microsoft/Project 98. The schedule shall be prepared to define how the major activities described in this SOW and individual task orders will be accomplished, both at an overall program level and by individual airport sites. Sufficient detail shall be employed to show the planned tasks and subtasks, and their logical sequences and relationships to permit accurate progress monitoring and reporting.

The schedule shall be used to identify, understand, and control schedule risk. Schedule risk assessments shall be conducted to identify elements of risk, provide detailed assessment of each risk element, and describe the approach proposed to control each identified risk. The planned risk reduction actions shall be included in the schedule.

The schedule shall be product oriented and reflect the subdivision of effort, planned according to the way the work will actually be performed. The schedule shall include the site survey, site plan, design, installation, testing, integration, and training for the new security equipment at airports, as specified in each task order as appropriate. Other task order schedules shall reflect the planned effort utilizing work breakdown structure, level III.

## PART I - SECTION C STATEMENT OF WORK

## 3.5 Financial Management

The Contractor shall maintain a cost control system to meet the requirement under this contract. The cost and schedule status shall be included as an agenda item in the regular Program Overview Meetings (POMs). All cost tracking shall be directly associated with specific Task Orders. Tracking of costs, where applicable, shall be accomplished at the site location level.

In addition, the site location level shall be further tracked against the various SEI activities (i.e. site survey, Site Installation Plan (SIP), site installation cost, Operational Qualification Test (OQT)). This applies to all tasks except for the general Project Management Task. Each labor category shall be tracked by task order.

## 3.6 Project Status Reporting

3.6.1 Monthly Reports. The Contractor shall prepare and submit written monthly Program Status Reports to the Government detailing progress and any pertinent technical, cost and schedule aspects of the contract. These reports shall be as of the end of the Contractor's business/financial month, and submitted on the 3rd business day after the period.

3.6.2 Weekly Reports. The Contractor shall track the status of sites and specific activities identified in the task order. Reports shall be provided weekly, or on demand as directed by the Technical Officer.

## 3.7 Meetings, Conferences, and Reviews

Meetings shall be held regularly to ensure effective program management, efficient and effective resolution of problems throughout the life of the contract. The types and frequencies of these meetings shall include, as a minimum those described in the following subparagraphs. Where practical, at least five (5) workdays before any meeting, the hosting office shall notify the other offices of the time, date, location and proposed agenda of the meeting.

## 3.7.1 Post Award Conference

A Post Award Conference shall be held at a location designated by the Contracting Officer within ten (10) calendar days after contract award. This conference may last approximately 1 to 2 days.

## 3.7.2 Program Reviews (PRs)

The Contractor shall conduct monthly PRs at the *STDO* office or the contractor's facility beginning with the Post Award Conference. The purpose of the PRs shall be for the Contractor to present a detailed contract status, review outstanding action items, review potential and actual technical and programmatic problem areas, evaluate performance relative to cost ceilings set forth in task orders and milestones set forth in the Program Management Plan, and provide a forum for highlighting activities planned for the next period. Address at all PRs, the amount of utilization of all labor categories, and graph monthly burn rate vs. work effort accomplished by task order and summary level. Hard copies of presentation materials shall be made available at the PR for all participants. The Contractor shall prepare and submit for Government review, an agenda at least five (5) working days prior to the PR. The Contractor shall prepare and submit to the Government, minutes of each PR within five (5) workdays following the meeting.

## PART I - SECTION C STATEMENT OF WORK

### 3.7.3 Technical Interchange Meetings (TIMs)

The Government may request TIMs when necessary between the Contractor and the Technical Officer and/or Technical Officer's designated representative. The purpose of these TIMs shall be to discuss any outstanding schedule, integration and/or installation engineering issues, activities and related documentation, and resolve through mutual agreement, technical, schedule or programmatic issues associated with this contract/task orders. The Contractor shall submit minutes and other documentation as required within five (5) workdays following the meeting.

### 3.8 Data Management

In close coordination with the TSA, the Contractor shall establish and maintain an automated data management index and data library of documents used to plan, test, design, and install and manage the project. The library shall include site plans, technical drawings (including as-built drawings), test and evaluation reports, site surveys and assessments, data collection and analysis material and pertinent documents clarifying technical matters. The Contractor shall maintain, and make available for TSA review and use, an electronic media copy of the critical documents and drawings produced for this contract including internal documents and CDRL items. Upon completion of the contract, this data management index and library shall be delivered to the Government.

### 3.9 Reporting Schedule and Cost Risks

The Contractor shall identify and report program schedule and cost ceiling risks to the Government. The Contractor shall evaluate program schedule and cost ceiling risks and formulate plans for the elimination or reduction of such risks. Newly identified risks and the status of all previously identified risks shall be reviewed and discussed at each *Program Review*. A summary of identified risks and related progress on elimination or reduction of risks identified earlier shall be included in the Monthly Program Status Reports to the Government. The contractor shall provide a current Estimate at Completion (EAC) for each task order and/or equipment installation location.

### 3.10 Government Furnished Equipment (GFE)

The Government will furnish the Contractor with the various types of bulk, trace, or other security equipment for installation at designated facilities. The equipment may be delivered at the factory of origin, at the terminal, or at other designated sites as determined by the Government. The contractor will make all arrangements for storing, shipping, and positioning the equipment.

#### 3.10.1 Bulk Explosives Detection Equipment

The Government will furnish the Contractor with Bulk Explosive Detection Systems manufactured by different equipment vendors for installation and integration into designated facilities.

#### 3.10.2 Trace Explosives Detection (ETD) and Enhanced Metal Detector (EMD) Equipment

The Government will furnish the contractor with various trace explosive detection (ETD) and/or Enhanced Walk-Thru Metal Detector (E-WTMD) devices for installation at security screening checkpoints at up to 444 airports or other designated facilities. Some installations will be in conjunction with bulk detection equipment for screening checked baggage. Multiple vendors will manufacture trace and E-WTMD equipment.

## PART I - SECTION C STATEMENT OF WORK

## 3.10.3 Other Security Equipment

The Contractor may be required, as delineated by specific task orders issued under this contract, to install or oversee the installation, integration and testing of other GFE security equipment at airports or other designated locations, including non-certified bulk detection equipment, screener training and evaluation equipment, automated passenger profiling equipment, and/or access control or other security related equipment.

## 4. SECURITY EQUIPMENT INSTALLATION

## 4.1 Overview

The Contractor shall plan, establish procedures for, conduct, and document integration, installation and testing of the security equipment furnished by the Government. Installation shall be performed in conjunction with the GFE vendor(s) when directed by the TSA under specific task orders. The Contractor shall integrate and install the GFE security equipment with existing security screening and/or baggage handling subsystems for both checked and carry-on bags. The Contractor shall provide engineering support, field integration and installation personnel as required to perform assigned tasks. After TSA acceptance of the security equipment and the security system becomes operational, the Contractor shall oversee or provide training and maintenance support as required until ownership is transferred to the appropriate TSA personnel. The contractor may be required to provide similar support for previously installed equipment.

## 4.2 Site Survey, Preparation and Planning

The contractor shall coordinate and conduct site surveys with responsible stakeholders (i.e. Local TSA and station air carrier representatives, local airport representatives, etc) to investigate all appropriate siting options leading to an analysis of site layouts and recommendations about feasible installation locations including alternatives analysis.

## 4.2.1 Site Survey Summary

The surveys of the site shall consider special service requirements for electrical power, climate control, communication services, floor loading, equipment handling, and access clearance requirements. The Contractor shall collect and analyze data, conduct necessary demand and baggage flow modeling, and consult with the appropriate local TSA, airline, and airport representatives to determine any special operational or facility considerations including existing or planned terminal modification or construction that must be accommodated.

## 4.2.2 Site Surveys/ Reports

For specified airport sites and airlines, the Contractor shall conduct installation site surveys and submit site survey reports in accordance with DI-ENG-047A Site Survey Report. The Contractor shall coordinate with local TSA and vendors supplying the GFE security equipment for installation details and special requirements including pre-installation and site preparation requirements. The site surveys shall describe the site preparation requirements, site specific deficiencies, and provide detailed estimates of cost, schedule and major milestone to complete integration, installation, acceptance testing and initial operational capability. The site survey report shall include the advantages and disadvantages of each installation option presented in the site survey.

## 4.2.3 Multiple Site Surveys

The contractor shall not perform additional surveys at the same air carrier terminal site without explicit authorization from the TSA's COTR.

## PART I - SECTION C STATEMENT OF WORK

## 4.2.4 Coordination and Contact with Stakeholders

The contractor is solely responsible for all coordination, and communications directed at contacting and presenting material to the key decision-makers who will determine the exact location of the equipment in the airport terminal. The contractor is expected to function as an expeditor and troubleshooter for quickly resolving all installation related issues.

## 4.2.5 TSA Site Manager

The TSA will designate a site manager for each equipment installation. The site manager will be the primary TSA point of contact for each installation and shall receive copies of all plans, reports, and any additional documentation pertaining to that site.

## 4.3 GFE Equipment

The vendor will normally ship all GFE security equipment to airport receiving docks in shipping crates of appropriate sizes to allow movement through the terminal area. If any repackaging is to be performed by the contractor, the maximum size of any individual system crate, or package, shall not exceed external dimensions that allow for ease of transportability through the building from the equipment delivery point to its final location at the airport site.

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4.4 Site Installation Plan (SIP)

The Contractor shall use the site survey data to develop a detailed SIP for integration of the GFE security equipment into the existing *and/or new* passenger and baggage processing systems. The SIP shall be in accordance with DI-ENG-005A, Site Installation Plan. The systems engineering and design analysis shall include previously conducted and/or additional manual or computer analysis, as needed, to determine the placement of GFE security equipment, and other associated baggage handling equipment (including additional baggage belting/handling devices purchased under this contract), to optimize baggage handling based on airline schedule, airline operational factors, and airport facility layout. The designs shall reflect the capability to handle peak load of baggage on the busiest days of the year.

The Contractor shall ensure that GFE vendor physical environmental guidelines are taken into account including any special structural foundation and mechanical requirements. All security equipment shall be physically positioned in accordance with GFE vendor installation guidelines *and air carrier and TSA* operational requirements. The equipment layout shall, to the extent possible, provide clear and unrestricted access to any rack or equipment unit including consoles. This access shall permit maintenance or removal of part of all equipment at any rack or unit or console location.

The Contract Deliverables for design analysis work will be called out by task order and may include, but not be limited to, the following areas: Integrated security system design, interface design, and analysis for selection of equipment, number of units, installation location selected, and cost estimate for installation and integration of security equipment.

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### 4.4.1 Integration and Installation Design Documentation

After all major issues presented in the site survey report and security equipment integration design documents have been resolved, the Contractor shall prepare and submit a SIP detailing all steps to be conducted throughout the installation and integration process. The Contractor shall coordinate with local *TSA*, airline and airport representatives at specific sites to obtain all necessary review, permits and approvals of the design drawings and installation plan. As specified in individual task orders, the contractor shall provide a complete, accurate, and validated set of installation drawings, which reflect the as-built configurations of each site where the GFE security equipment is installed.

### 4.5 Security Equipment Installation and Integration

The Contractor shall install and integrate all security equipment in conjunction with the GFE Contractor(s), when directed by the FAA. The Contractor shall ensure proper operation of the subsystems when connected to existing, baggage handling equipment and external interfaces.

For each specified site, the contractor shall obtain, as required, all necessary approvals, permits, authorizations, etc. required for providing utilities (heating, ventilating, air-conditioning, power, and telecommunications) and space for the security equipment installation. Installation, integration and testing of explosive detection equipment shall not, to the extent possible, disrupt, or interfere with airline or airport operations. Any disruptions or interference with airline or airport operations that cannot be avoided shall be closely coordinated with and approved in advance by the affected parties prior to commencement of such activities. The contractor shall perform work at night, weekends, or other varied non-operational hours when required. ~~If dismantling of existing *TSA*, airline or airport facilities or equipment or other measures are necessary to complete the installation, the contractor shall be responsible for the full restoration to pre-installation conditions of these unrelated facilities or equipment.~~

The Contractor shall coordinate with *TSA*, GFE vendors, airport and airline representatives, for specific security equipment installation sites taking into account terminal main doorway openings, doorway clearances, floor ramps and other physical constraints.

## 5.0 EQUIPMENT TEST AND CHECKOUT

### 5.1 Overview

As required, the Contractor shall perform system tests and final acceptance tests of GFE security equipment installed at each site leading to transfer of ownership of the security equipment *from the OEM vendor to the TSA*. As directed by the *TSA*, the Contractor may be required to participate in and witness factory testing of the GFE security equipment. On-site acceptance test procedures shall be consistent across all airport sites for each security equipment type. The *TSA* will provide acceptance test criteria to the Contractor after award as required.

All of the contractor employees performing on the acceptance test team shall have a secret level security clearance.

### 5.2 System Level Master Test Plan (SLMTP)

The Contractor shall utilize the SLMTP provided by the *TSA*. The Contractor shall update the LMTP as directed by the *TSA*.

## PART I - SECTION C STATEMENT OF WORK

## 5.3 Site-Specific Test Plans

A generic site acceptance test plan for the specific security equipment being integrated will be provided to the contractor. When directed by the *TSA*, the contractor shall develop, coordinate, and submit to the *TSA* for approval site-specific test plans. These plans will describe the specific testing protocols and procedures for final acceptance testing of all GFE vendor equipment, baggage belting systems and other associated equipment for the responsible airline at that facility. The Contractor shall participate in test planning activities with *TSA*, airline representatives and local airport facilities to ensure that continuity, test scenario content, scheduling, and resource availability are fully coordinated with all parties.

## 5.4 Equipment and System Testing

Contractor test activities shall be in support of the GFE installation test and check out, acceptance test at the airport operational site and post operational evaluation activities prior to transfer ownership to the *Government*. When required, the Contractor shall conduct all testing in accordance with the *TSA* approved master test plan and site-specific system test plans. The Contractor shall prepare and submit acceptance test reports for tests conducted on security equipment installed and integrated at each airport site.

## 5.4.1 Vendor Factory Testing

~~As directed by the Government, the contractor may be required to conduct/participate and assist the government with factory acceptance (FAT) testing of GFE security equipment at GFE vendor facilities or other designated facilities. These tests shall be conducted in accordance with the *TSA* furnished SLMTP and equipment specific FAT plan.~~

## 5.4.2 Installation Tests and Equipment Check Outs

GFE security equipment installation tests and equipment checkouts will be conducted by the GFE vendors in conjunction with the Contractor.

## 5.4.3 Site Acceptance Testing

As required, the contractor shall conduct GFE security equipment acceptance tests in accordance with the *TSA* furnished SLMTP and SAT Plan. These tests shall, at the discretion of the Government, be witnessed by local *TSA*, and/or equipment vendor representatives.

## 5.5 Test Data Collection and Management

As directed by the *TSA*, the Contractor shall collect all test data from the security equipment installation tests and checkout. The Contractor shall keep records of all test data in both manual log and computer media. Also, records shall be kept of data reduction computer software runs and test data analysis. When directed by the *TSA*, the contractor shall continue to collect operational data of the security equipment after successful completion of acceptance tests *when* the ownership of the equipment is formally transferred *to the TSA*. As directed by the *TSA*, the contractor shall be required to continue to keep records for up to one year after transfer of operational control of equipment *to the Government*.

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## 6.0 TRAINING

## 6.1 Training Requirements

GFE Contractors shall provide training in the installation, operation and maintenance of the security equipment. As directed, the Contractor shall be required to provide additional support to *TSA personnel* in overall quality control and/or in supplementing vendor training to *TSA inspectors*, and others. The contractor shall coordinate training activities of the GFE vendors at airport sites and perform an oversight role for all training activities of other parties under contract to the *TSA/STDO*. Additionally, the contractor, when directed, shall develop training material and conduct operational training.

## 7.0 MAINTENANCE SUPPORT

## 7.1 Equipment Maintenance Support

The contractor shall provide oversight of GFE security equipment maintenance support provided by GFE vendors from the installation phase to transfer of ownership to the *TSA*. The contractor shall coordinate with GFE vendors to assure access to qualified field engineering personnel on as needed basis. As directed by the Government, the contractor may be required to perform extended maintenance beyond 90 days after acceptance, in the event the transfer of operational control of the equipment to the *TSA* has not been completed as planned.

## 7.2 Equipment Maintenance Log

The contractor shall establish a security equipment maintenance logbook including maintenance activities of the security equipment's hardware, software, and calibration conducted by the contractor and GFE vendor field engineering personnel for each site. The contractor shall train local *TSA* operators in the proper updating of the logbook. The maintenance logbook shall track reliability, maintainability and availability (i.e., meantime between failure, meantime to repair for up to one year.) The maintenance logs shall be transferred to *local TSA staff* or other party designated by the Government, at the time of transfer of operational control of the equipment to the *TSA*.

## 7.3 Equipment Supplies

The contractor shall keep an accurate record of all security equipment consumable supplies (e.g., swipes, filters, samples for trace detection equipment) furnished with the equipment by the GFE vendors. These supplies shall be transferred to *local TSA* when ownership of the equipment transfers to *Government*.

## 8.0 ENGINEERING SUPPORT AND TECHNICAL CONSULTATION

The deployment of the security equipment is the culmination of the research, engineering and development (RE&D) process. The *TSA's Technical Center at Atlantic City Airport NJ*, is the RE&D Division for developing and testing security equipment to fulfill the *TSA's* security policies and regulations. All engineering support effort must address the integration of ongoing RE&D projects into an operational environment. Therefore, the Contractor shall support the *TSA* in all phases of the life cycle development process from concept initiation, through research, engineering and development. The contractor shall support the *TSA* in concurrent engineering, application development, engineering development, and deployment. The contractor shall provide technical expertise to develop, document, and report on accomplishment(s) as applicable, to ensure that the overall efforts are consistent

## PART I - SECTION C STATEMENT OF WORK

with program objectives as follows:

- a. Review technical publication packages in sufficient detail to verify that all technical requirements for systems, components, devices, products, processes, and materials are included. The review shall address the adequacy and completeness of the packages.
- b. Perform information searches, data gathering, correlation, and interpretation of the technical data required to support the preparation, revision, or verification of technical documentation including reports, specifications, recommendation data sheets, and engineering change proposals.
- c. Provide publications or presentations related to technical programs. Typical products include procedures, manuals, scenarios, information booklets, technical presentations and publications, instructions, training materials, and guidelines.
- d. Participate in design reviews, technical discussions, engineering and briefing meetings related to the program activities. Provide coordination and develop briefings and status reports including the preparation of briefing material, visibility charts, and other program planning materials as required by the Government.

#### 9.0 MANAGEMENT INFORMATION SYSTEMS TECHNICAL SUPPORT AND ANALYSIS

Provide program support for all Aviation Security program activities as follows:

- a. Provide technical expertise for program management support for program planning, scheduling, resource allocation, and requirements analysis.
- b. Develop training courses, seminars, workshops, and symposiums that identify program needs, explore scientific and engineering technologies and alternatives, and develop course material, brochures, and notebooks.
- c. Design, provide, purchase, catalogue, and distribute materials necessary to successfully coordinate meeting and symposiums, as well as to facilitate technology transfer.
- d. Provide system development plans that outline the activities, manpower estimates, and schedules for implementing specified requirements. Plans shall be provided for the development and implementation of Management Information Systems (MIS), as directed by the *TSA*.
- e. As directed, be responsible for the full range of system development activities for the MIS. This includes program specifications derived from requirements analysis performed under task area a, development, test planning, testing, documentation, training, and implementation. These activities may be associated with the rewrite of existing programs, or for the development of new programs such that the maximum efficiency and quality can be achieved.

## PART I - SECTION C STATEMENT OF WORK

### 9.0 MANAGEMENT INFORMATION SYSTEMS TECHNICAL SUPPORT AND ANALYSIS (Continued)

f. Develop and maintain information management systems and assist in their applications. As required, develop procure, install and operate computer software required to operate the information system. Provide system, network administration and technical support.

g. Establish and maintain schedules, performance and cost data, status of action items and deliverables, and meet other management information requirements as identified.

### 10.0 PROJECT PRESENTATION SUPPORT

The Security Program is actively engaged in information exchange. Information exchange can be in the form of site tours of a deployed facility, small and large scale briefings, symposiums, seminars and conference exhibits. These functions are typically attended by numerous aviation organizations, other agencies, industry, foreign governments including representatives from TSA headquarters, air carriers, airport operators and airport executives. As directed in task orders issued, the contractor shall prepare scale models of airports, portions of airports, security systems, and components to present to the audience a clearer understanding of the use and applications of products or services provided. The contractor shall provide all support materials required for information exchange which include but are not limited to) viewgraphs, 35 mm slides, brochures, visibility charts, photography, video recording, video producing and distributing, scale models and conference displays.

### 11.0 HUMAN FACTORS STUDIES

Conduct engineering and technical studies associated with the program activities as follows:

a. Concept Definition and Preparation - Support the definition and preparation of overall plans by which existing or new aviation security concepts may be evaluated. For each given (task order) concept, support the definition of a technical approach, financial plan, and work breakdown structure development.

b. Studies - Conduct engineering studies that include review, evaluation, and summarization of past and present work, relating to the subject (task order) areas. The support may require the analytical comparison of concepts as well as individual investigations, development of definitions and requirements for usage consistent with the technology and operation of the subject area.

c. New Technology - Investigate, define, evaluate and summarize new technology requirements associated with the aforementioned study areas, efforts shall include assessments of cost, benefit and performance trade-offs.

d. Alternative Concept Feasibility Studies - Based on data generated either in previous efforts and/or other sources, conduct feasibility studies to explore alternative, means of meeting desired program area objectives. Alternate feasibility efforts shall provide the Government with economic data, risk assessments, and approaches to accomplishing the stated requirements.

e. Development of Analytical Tools and Methodologies - Provide engineering services and material to review, update, enhance, and run simulation in support of the TSA efforts, to understand and evaluate human performance using advanced technology and its impact relevant to aviation security. To accomplish work within this task area, various innovative techniques and their implementations are required for the assemblage and analysis of requisite data.

PART I - SECTION C STATEMENT OF WORK

11.0 HUMAN FACTORS STUDIES (Continued)

f. Requirements Definition - Using the results of previous task area efforts including functional technical, and cost analysis data, provide engineering support for the concept of integrating system components into an overall security system.