

2. AMENDMENT/MODIFICATION NO. 09	3. EFFECTIVE DATE 30-Jun-2016	4. REQUISITION/PURCHASE REQ. NO. 4443883	5. PROJECT NO. (If applicable) N/A
6. ISSUED BY NAVFAC EUROPE PSC 817 Box 51 FPO AE 09622-0051 elaine.dellisola@eu.navy.mil 314-626-7737	CODE N33191	7. ADMINISTERED BY (If other than Item 6) NAVFAC EUROPE PSC 817 Box 51 FPO AE 09622-0051	CODE N33191 SCD: C

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and Zip Code) Planate Management Group LLC 3631 Ransom Place Alexandria VA 22306 CAGE CODE 4XZF6 FACILITY CODE	9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. <input checked="" type="checkbox"/> [X] N00178-10-D-6237-EJ04 10B. DATED (SEE ITEM 13) 07-Sep-2012
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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 one (1) copy 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)
SEE SECTION G

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

(*)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
[]	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
[X]	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 52.243-1 Changes -- Fixed Price. Alternate I
[]	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is not, [X] is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
SEE PAGE 2

15A. NAME AND TITLE OF SIGNER (Type or print) Jonathan B. Larson, Vice President of Business Operations	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Dale C Rieck, Contracting Officer		
15B. CONTRACTOR/OFFEROR /s/Jonathan B. Larson (Signature of person authorized to sign)	15C. DATE SIGNED 30-Jun-2016	16B. UNITED STATES OF AMERICA BY /s/Dale C Rieck (Signature of Contracting Officer)	16C. DATE SIGNED 30-Jun-2016

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GENERAL INFORMATION

N00178-10-D-6237-EJ04: This is a FFP MAC IDIQ task order to provide engineering technician support services for PWD Bahrain, NAVFAC EURAFSWA located at Jebel Ali Quay 9, UAE.

Modification #09: The purpose of this modification is as follows:

1. De-obligate unused funds and closeout task order. Remaining funds to deduct are as follows:

ACRN AA, CLIN 5001

ACRN AC, CLIN 8001 =

Total Deduction =

2. Acceptance of this modification by the contractor constitutes an accord and satisfaction and represents payment in full for both time and money and for any and all costs, impact effect, and for delays and disruptions arising out of, or incidental to, the work as herein revised.
3. All other terms and conditions of this task order remain the same.
4. MOD REASON CODE: SCPE

A conformed copy of this Task Order is attached to this modification for informational purposes only.

The Line of Accounting information is hereby changed as follows:

The total amount of funds obligated to the task is hereby decreased from

CLIN/SLIN	Type Of Fund	From (\$)	By (\$)	To (\$)
5001	O&MN,N			
8001	O&MN,N			

The total value of the order is hereby increased from

The Period of Performance of the following line items is hereby changed as follows:

CLIN/SLIN	From	To
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SECTION B SUPPLIES OR SERVICES AND PRICES

CLIN - SUPPLIES OR SERVICES

For FFP Items:

Item	PSC	Supplies/Services	Qty	Unit	Unit Price	Total Price
5001	R499	ENGINEER TECHNICIAN. The Contractor shall provide all labor, materials and equipment to meet the requirements of the Performance Work Statement in support of the Public Works Department, located at Jebel Ali Quay 9, UAE (O&MN,N)	4640.0	LH		
5002	R499	ENGINEER TECHNICIAN. The Contractor shall provide all labor, materials and equipment to meet the requirements of the Performance Work Statement in support of the Public Works Department, located at Jebel Ali Quay 9, UAE (O&MN,N)	4640.0	LH		
8001	R499	ENGINEER TECHNICIAN. The Contractor shall provide all labor, materials and equipment to meet the requirements of the Performance Work Statement in support of the Public Works Department, located at Jebel Ali Quay 9, UAE (O&MN,N)	4640.0	LH		
8002	R499	ENGINEER TECHNICIAN. Additional labor hours to support program (OY1). The Contractor shall provide all labor, materials and equipment to meet the requirements of the Performance Work Statement insupport of the Public Works Department, located at Jebel Ali Quay 9, UAE (O&MN,N)	256.0	LH		
8003	R499	ENGINEER TECHNICIAN. Additional labor hours to support program (OY2). The Contractor shall provide all labor, materials and equipment to meet the requirements of the Performance Work Statement insupport of the Public Works Department, located at Jebel Ali Quay 9, UAE (O&MN,N)	1456.0	LH		

Hourly rates should be billable rates and include overhead, burden and profit.

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SECTION C DESCRIPTIONS AND SPECIFICATIONS

Updated: 13 AUG 2014

PERFORMANCE WORK STATEMENT (PWS)
FOR
ENGINEER TECHNICIAN
AT JEBEL ALI QUAY 9, DUBAI, UAE

1. SCOPE

Under this task order, the Contractor will independently provide services as set forth in the remainder of this document in support of the overall operational objectives of Naval Facilities Engineering Command Europe, Africa, and Southwest Asia (NAVFAC EURAFSWA). This contract/task order requirement is to provide assistance in construction, maintenance, and facilities services support for the Public Works Department located at Jebel Ali Quay 9, UAE. The primary duties are to provide facility engineering related support services located primarily located at Jebel Ali Quay 9, UAE, a US Navy location, and US Navy Facilities located at Fujairah UAE, and are delineated as follows:

1A. Engineering Technician support services for the NAVFAC EURAFSWA Public Works Detachment at Jebel Ali Quay 9, UAE and surrounding areas.

Contractor employees performing services under this order will be controlled, directed and supervised at all times by management personnel of the Contractor. Contractor employees will perform independent of and without the supervision of any Government official. The Contractor shall submit a management plan within five working days following Contract award that outlines how service providers on the contract will be managed by the Contractor in order to perform the requirements of the contract. Actions of Contractor employees may not be interpreted or implemented in any manner that results in any Contractor employee creating or modifying Federal policy, obligating the appropriated funds of the U.S. Government, overseeing the work of Federal employees, providing direct personal services to any Federal employee or otherwise violating the prohibitions set forth in Parts 7.5 and 37.1 of the Federal Acquisition Regulation (FAR). The Government will control access to the facility and will perform the inspection and acceptance of the completed work.

The Contractor shall be directly responsible for ensuring the accuracy, timeliness and completion of all tasks under this effort. The Contractor shall be responsible for providing all material, equipment, transportation, and labor, to include technically qualified personnel to perform the services identified, unless specifically excepted in this PWS.

The Contractor shall provide oversight and administration of all Contractor staff, and as such shall direct the efforts of all contracted employees in response to specific task orders, work requirements and administrative support needs of the respective divisions given in the engineering support services outlined above (1.A-D) and as further defined in this PWS. This includes addressing all Community Management, Human Resource needs, planning and coordinating leave, and conducting employee reviews and appraisals. In accordance with the Office of the Secretary of Defense (OSD) Memo dated 2 March 07, subject: Contract for Services, the outcomes for this acquisition are consistent with the FAR 37.101 definition of service contracts.

Each offeror submitting a proposal to perform work under this PWS shall confirm compliance in the proposal with experience, qualifications, certifications, licenses, physical abilities and other requirements given in this PWS and shall affirm the ability to meet performance period, location and security requirements as defined. The Contractor awarded this work must submit, within three working days following award, for Government acceptance, documentation verifying that each Contractor employee assigned to perform work under the terms of this PWS meets or exceeds the qualification requirements stated herein. If, during the performance of services set forth in this PWS, any Contractor employee cannot continue to meet the requirements for any reason, the Contractor shall ensure that there is no gap in services longer than 14 calendar days per occasion or 21 cumulative calendar days annually. Alternate employees assigned by the Contractor to perform work in the absence of previously qualified personnel must have similar documentation presented for Government acceptance verifying qualification compliance as described in this paragraph. However, the Government reserves the right to prorate payment for such services not performed. In such cases, the Contractor POC stated in Paragraph 17 shall coordinate absences or leave with the Government Project Officer stated in Paragraph 18 and the Administrative Contract Specialist as early as possible.

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2. ORGANIZATION

Naval Facilities Engineering Command, Europe Africa Southwest Asia, Naples, Italy, is requesting these services be performed in support of the Public Works Department located at the Port of Jebel Ali, Quay 9, Dubai, UAE.

3. TASKS/SERVICES

3.A. Engineering Technician:

The Contractor's role is to assist NAVFAC and the Client with identifying, defining, scoping, estimating and developing job packages requirements for repairs, alterations and minor construction projects (CAT III/IV). Inasmuch as the aforementioned work packages will be executed primarily by contract, the Contractor's role also includes monitoring these subsequent contracts for adherence to contract provisions and applicable trade and safety standards. Based on observations, the contractor will make recommendations to the Government regarding the acceptability of the work performed. Contractor personnel have the authority to stop any work that poses an imminent danger to personnel, equipment, or property.

The services required include but are not limited to:

3.A.1 Review customer work requests and recommend appropriate method of accomplishment. Assist Clients in fully developing scoping requirements and scoping estimates to facilitate project fund requests.

3.A.2 Make visits to project sites to obtain information on facility/site conditions and develop recommendations during project development.

3.A.3 Develop statements of work and cost estimates for new requirements to be fulfilled by contract, including BSVE support, and modifications or task orders on existing contracts. The Contractor shall safeguard all cost estimates prepared and insure that only the contracting officer and designated Government representative are provided access to that information.

3.A.4 Review and comment on plans and specifications prepared by others and provide recommendations for technical soundness and practicability from a construction management standpoint during construction contract development.

3.A.5 Develop detailed project cost estimates for projects. Perform cost and price technical evaluation on contractor bids and change order proposals to highlight hidden and unnecessary costs. Provide input to the Government construction manager for preparation of the pre-and post-negotiation documentation.

3.A.6 Review facility and equipment inventories for accuracy and recommend additions and deletions to inventory lists on recurring maintenance contracts.

3.A.7 Attend post-award kickoff meetings and pre-construction conferences with Construction Manager.

3.A.8 Prepare Quality Assurance Plans and review and recommend approval/disapproval of the construction contractor's Quality Control Plan.

3.A.9 Administer the Construction Quality Management Program as required in the construction contract specifications.

3.A.10 Review and recommend approval/disapproval of the construction contractor's safety/accident prevention plans.

3.A.11 Review construction contractor compliance with safety requirements and make recommendations for corrective actions.

3.A.12 Review and recommend corrective action or approval of contractor invoices, progress schedules and technical submittals.

3.A.13 Review construction contractor's daily reports for thoroughness and accuracy and check daily payrolls for any discrepancies. Provide reviewed copy of reports and proposed corrections to Construction Manager.

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3.A.14 Monitor ongoing construction to check construction contractor progress and verify compliance with plans and specifications.

3.A.15 Resolve problems not involving changes to contract value or duration and recommend solutions to the Government construction manager for problems that may result in a change of contract value or duration.

3.A.16 Assist with scheduling required outages to avoid work stoppages for contractor, Clients and Public Works operations.

3.A.17 Participate in regular progress meetings with Clients, contractors, Public Works officials and other interested parties regarding work in progress, completed, project status, discuss problems and provide assistance to resolve issues. Attend Work Induction Board (WIB) meetings to present new work for scheduling and recommend appropriate routing and methods of accomplishment.

3.A.18 Provide technical assistance in answering requests for information (RFI) from contractors.

3.A.19 Monitor the project closeout process including punch list preparation and completion, testing and start-up of major systems, and final acceptance. Make recommendations for corrections. Recommends acceptance or rejection of completed maintenance or repair work performed by contact, including punch list preparation if required.

3.A.20 Provide technical support in the areas of fire protection certification, elevator certifications, Boiler/UPV certifications by monitoring contractor compliance in the areas of Testing and Balancing (TABs), Duct Air Leakage Testing (DALTS), Digital Control Systems (DDC) for HVAC systems and making recommendations for correction.

3.A.21 Provide assistance as needed for support and oversight of Base Support Vehicles and Equipment(BSVE) functions for crane inspections, and equipment hires (Flatbed Trucks, Bobcats, Manlifts, and Forklifts).

3.A.22 The Contractor shall act as Weight Handling program coordinator to ensure all aspects of NAVFAC contracted crane operations within the UAE are conducted in accordance with the NAVFAC P-307. The contractor will inspect all cranes prior to entering areas under US Navy control to ensure they comply with regulations set forth in the applicable references, and complete the required paperwork documenting the event (forms P-1 AND P-2). If a crane is deemed unsafe to operate the Contractor will notify the APWO or his designated representative immediately.

3.A.23 The contractor shall provide oversight for all contracted crane operations, review and approve critical lift plans, conduct routine inspections of equipment conditions and personnel qualifications and make recommendations on corrective action when deficiencies are noted.

4. DELIVERABLES

The requirements above shall be performed on time, accurately, and completely. Service providers shall submit a weekly project status report for any assigned project and attend any project meetings. Contractor shall provide a monthly report to the Contracting Officer summarizing service provider actions for each month. For the purposes of submission, the following personnel, or their designated representatives, are designated to receive submittals:

Assistant Public Works Officer (APWO)
Construction Manager (CM)
Design Manager (DM)
Contracting Officer (KO)

Summary Reports:

Deliverable	Reference	When due	# copies	Submit to
Management Plan	1	Five working days following award	1	KO
Project Status Report	4	Tuesday each week	1	CM/DM
Summary of Service Provider Actions	4	Last working day of each month	1	KO

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4.A. Engineering Technician:

The Contractor shall be responsible for timely submission of the deliverables identified in the table below:

Deliverable	Reference	When due	# copies	Submit to
Daily Quality Assurance Report	3.A.9 3.A.13	First workday of following week	1	CM
Constructability Review Comments	3.A.4	As required by mission	1	DM
Safety Inspection Report	3.A.11	As required by mission	1	CM
Construction Inspection Report/Punch list	3.A.19	As required by mission	1	CM
Submittal Reviews	3.A.8 3.A.10 3.A.12 3.A.6	As required by mission	1	CM
Statements of Work and cost estimates	3.A.3 3.A.5	As required by mission	1	KO
Task orders updates/change requests	3.A.16	As required by mission	1	APWO/KO
CAT III/IV Job Scopes	3.A.1	As required by mission	1	APWO/KO
Crane Inspection forms (P-1/P-2)	3.A.22	First workday of month	1	APWO/KO

5. CERTIFICATIONS, LICENSES, PHYSICAL REQUIREMENTS OR OTHER EXPERTISE REQUIRED

All Contractor employees performing services described in paragraph 3 above must meet the following qualification requirements and have the following licenses and/or certifications:

5.A Engineering Technician:

5.A.1 Technical and practical knowledge and experience (at least 3 years) as an engineering technician, superintendent, or quality control/quality assurance manager or representative, Customer Liaison (Facility Maintenance Operations), Maintenance Program Manager, Facility Equipment Inventory Manager, Planner/Estimator, or Contracting Officer's Technical Representative on Department of Navy or other Department of Defense Construction Projects.

5.A.2 Demonstrated sound understanding of facility construction and maintenance concepts, principles and practices applicable to civil, mechanical, electrical, and/or environmental projects and the design, layout, and supervision of construction operations.

5.A.3 Demonstrated ability to review technical engineering specifications and statements of work covering complex and diverse engineering designs or changes to the contract documents.

5.A.4 Thorough knowledge of construction practices and methods and construction management skills as demonstrated through relevant construction and/or construction management experience.

5.A.5 Ability to write and speak fluent English in order to provide reports and make presentations to Government personnel. Additional languages Hindi and Arabic desired.

5.A.6 Demonstrated ability to monitor construction, maintenance, repair and alteration projects to a successful and timely completion with respect to schedule and budget.

5.A.7 Demonstrated knowledge of Primavera scheduling software and/or other construction scheduling software packages.

5.A.8 Ability to perform strenuous activity while working outdoors in extreme heat or cold, working in confined spaces, climbing and using fall protection equipment will be required on this contract. Assigned Contractor employees must present medical certificate of physical qualification showing that they are physically capable of performing the tasks outlined in the PWS.

5.A.9 Demonstrated knowledge of safety and occupational health principles, practices, procedures, laws and regulations as they relate to engineering performance requirements and as outlined in the EM-385-1-1 and 29 CFR.

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5.A.10 Record of completion of the EM 385-1-1 Construction Safety Course (NAVFAC or USACE).

5.A.11 Must successfully pass required security background investigation.

5.A.12 Demonstrated ability to perform cost estimates and technical evaluation to compare contractor bids for technical soundness and make recommendations on reasonableness.

5.A.13 Demonstrated knowledge of Weight Handling Equipment (WHE) technical processes and practical experience with Weight Handling Equipment and WHE certifying official certification.

5.A.14 Experience demonstrating the ability to prepare statements of work for transportation operations and vehicle acquisition.

6. PERIOD OF PERFORMANCE

The period of performance onsite in the locations specified in Paragraph 1 is one calendar year starting from the date of award, referred to as the base period. Personnel supporting this contract must be in place at the locations specified in Paragraph 1 and ready to perform work within five calendar days of award. This task order includes two (2) option periods, which may be unilaterally exercised by the Government. The option periods shall not exceed one (1) year in duration. All terms and conditions applicable to the base period shall extend to the option period unless otherwise agreed upon in writing.

7. PLACE OF PERFORMANCE

Services will be performed off-site, on-site, or a combination thereof, depending on program requirements. On-site work will be performed primarily at the Government facilities onboard Jebel Ali Quay 9, UAE, as outlined in Paragraph 1 above. The Contractor shall have the ability to move personnel to an off-site facility to perform services herein.

8. OPERATIONAL HOURS

The contract will be based on a 54 hour work week, Saturday through Thursday; the Contractor shall coordinate actual work schedule with the NAVFAC EURAFSWA POC in Paragraph 18 below. Services delineated in this PWS are expected to be performed by Contractor-provided personnel paced generally at no more than 54 work hours per week per functional service area (1.A-D). Additional anticipated level of weekly effort must be coordinated through Contract Project Officer (Paragraph 18) and Government official to determine actual requirements. Additionally, for information, United Arab Emirates holidays (8.B) are listed for reference. Contract employees are expected to provide services during United Arab Emirates holidays, but need to be prepared to make allowances for impacts that these dates may have on the ability to successfully complete necessary services.

8.A United States official holidays (dates may vary per calendar year):

Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day
New Year's Day
Martin Luther King's Birthday
Presidents Day
Memorial Day
Independence Day
Labor Day

8.B United Arab Emirates official holidays (dates may vary per calendar year):

New Year's Day
Mouloud (Birth of the Prophet)

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Leilat al-Meiraj (Ascension of the Prophet)
Eid al-Fitr (End of Ramadan)
Eid al-Adha (Feast of the Sacrifice)
Al-Hijra (Islamic New Year)
National Day

9. OVERTIME

Overtime is authorized, but there will be no separate line item to compensate overtime.

10. SECURITY REGULATIONS AND REQUIREMENTS

10.1 Work under this task order is unclassified. The Contractor shall comply with all applicable Department of Defense (DoD) security regulations and procedures during the performance of this task order. The Contractor shall not disclose and must safeguard procurement sensitive information, computer systems and data, privacy act data, and Government personnel work products that are obtained or generated in the performance of this task order. If necessary, the Contractor will be required to provide clearances for personnel requiring access to Government computers and workstations.

10.2 If required, within ten (10) days after award, the Contractor shall provide a list identifying the Contractor staff including: FIRST NAME, LAST NAME, MIDDLE INITIAL, NICK NAME, COUNTRY OF CITIZENSHIP, and JOB TITLE. This information will be used for obtaining and issuing Common Access Cards (CAC). CAC Card will be issued by NSA Bahrain and Contractor will be required to travel to Bahrain to check-in at NAVFAC Bahrain for preliminary training and administrative matters.

10.3 COMPLETED AND FINAL National Agency Checks with Inquiries (NACI) and FBI Fingerprint (submit via a SF-85P) ARE REQUIRED for access to computer network based project files and emails. NO EXCEPTIONS currently allowed.

10.4 The Contractor shall not discuss US Government business outside of official forums.

10.5 No drug use at any time while performing duties on or off base will be tolerated.

11. REIMBURSABLE EXPENSES (TRAVEL, CONFERENCE, TRAINING, EQUIPMENT OR MATERIALS, ETC.)

11.1 Travel is required. The Contractor service provider may be required to travel to other local locations in support of the tasks described in this statement of work. Local travel for the purposes of this PWS is defined to be travel within the United Arab Emirates. The cost and means of local travel is the responsibility of the Contractor. If travel is required outside the local area, it will be agreed upon prior to the travel and will require a contract modification to provide funding for travel costs. Limited travel outside the AOR is anticipated and the number of trips is undetermined. Contractor expense reports shall be prepared and processed in accordance with the Federal Travel Regulation (FTR).

11.2 The Contractor is required to provide transportation to its employees and will not be Government furnished.

12. TASK TYPE

This is a Fixed Price contract.

13. ADMINISTRATIVE CONSIDERATIONS

Correspondence. To promote timely and effective administration, correspondence shall be subject to the following procedures:

- Technical correspondence (where technical issues relating to compliance with the requirements herein) shall be addressed to the Administrative Contracting Officer's designated point of contact.
- All other correspondence (that which proposes or otherwise involves waivers, deviations or modifications to

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the requirements, terms or conditions of this PWS) shall be addressed to the Administrative Contracting Officer (ACO).

14. GOVERNMENT FURNISHED PROPERTY/INFORMATION

14.1 The Government shall provide introductions to all key Government representatives along with a briefing on their roles and functions in the organization, initial familiarization/orientation of task requirements, and any required hardware and software manuals or other documentation. Published guidance will be provided by the Government as needed, including but not limited to a variety of Federal, Department of Defense, Department of Navy, or Naval Facilities Engineering Command publications, manuals, directives, standards, policies, and procedures.

14.2 The Government will provide safety vests and hard hats. All other Personal Protective and Safety Equipment shall be provided by the Contractor. The Government will provide furnished administrative working space for service providers located onsite at Jebel Ali. Report generation and tracking through the use of Government databases are necessary functions for the services provided in this PWS; therefore the Government will furnish computer assets to facilitate these functions.

15. OTHER TERMS AND CONDITIONS

15.1 Individuals assigned as Contractor employees will not serve on Technical Evaluation Boards, Price Evaluation Boards or Source Selection Boards as a voting or advisory member without first receiving approval for the use of advisory and assistance services by the NAVFAC Acquisition proponent in accordance with NFAS 37.203. In addition, these individuals will not be assigned as a Contracting Officer's Authorized Representative.

15.2 If the Contractor fails to meet any of the terms outlined in the PWS, the Contractor shall make adjustments required as necessary to prevent undue interruption of the services defined.

16. IMMIGRATION AND VISA REQUIREMENTS

16.1 The Contractor is required to complete all necessary paperwork and obtain required host nation sponsorship and all required visas to as well as follow all United Arab Emirates immigration regulations to work in United Arab Emirates at their own expense.

16.2 Upon arrival in country the Contractor shall take the following to the OIC Jebel Ali office; Copy of Contract, Copy of Passport, a letter from the supported command explaining stating they are on contract, and a waiver letter from the company stating the base is not responsible for the contracted individuals.

17. GOVERNMENT PROJECT OFFICER

The Government Project Officer will provide general instructions to the Contractor POC in Paragraph 18 on limitations and deadlines, and is responsible for administration of the task order in compliance with the contract to include inspection and acceptance of deliverables.

Jebel Ali Quay 9 Contracting Officer's Representative (COR)
LT Adrienne Rolle, CEC, USN or designated successor
Phone: +973 3619 3321
E-Mail: adrienne.rolle@me.navy.mil

18. CONTRACTOR PROJECT OFFICER

The Contractor will provide the Government project officer a single point of contact as the designated individual to receive direction from the Government. This individual will be responsible for directing the service providers and providing routine status reports to the government via telephone and other communications as necessary.

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SECTION D PACKAGING AND MARKING

All Deliverables shall be packaged and marked IAW Best Commercial Practice.

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SECTION E INSPECTION AND ACCEPTANCE

FAR Clause 52.246-4 INSPECTION OF SERVICES - FIXED PRICE applies.

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SECTION F DELIVERABLES OR PERFORMANCE

The periods of performance for the following Items are as follows:

5001	9/7/2012 - 9/6/2013
5002	9/7/2013 - 9/6/2014
8001	9/7/2014 - 9/6/2015
8002	8/19/2014 - 9/6/2014
8003	9/7/2014 - 9/6/2015

CLIN - DELIVERIES OR PERFORMANCE

The periods of performance for the following Items are as follows:

5001	9/7/2012 - 9/6/2013
5002	9/7/2013 - 9/6/2014
8001	9/7/2014 - 9/6/2015
8002	8/19/2014 - 9/6/2014
8003	9/7/2014 - 9/6/2015

Services to be performed hereunder will be provided at (insert specific address and building etc.)

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SECTION G CONTRACT ADMINISTRATION DATA

1.0 ADMINISTRATIVE CONTRACTING OFFICES AND PAYING OFFICES

1.1 The Contract Administrative Office for this contract is:

Naval Facilities Engineering Command Europe Africa Southwest Asia
Attn: CHERIE MITCHELL, Contract Specialist
Viale Porte, Box 51
Aeroporto Capodichino
80144 Napoli, Italia

1.2 Payments will be made via Electronics Transfer by:

DFAS Cleveland
P.O. Box 998022
Cleveland, OH 44199

2.0 WAWF INVOICING PROCEDURES

WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013)

(a) *Definitions.* As used in this clause ---

“Department of Defense Activity Address Code (DoDAAC)” is a six position code that uniquely identifies a unit, activity, or organization.

“Document type” means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

“Local processing office (LPO)” is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) *Electronic invoicing.* The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) *WAWF access.* To access WAWF, THE Contractor shall---

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step procedures for self-registration available at this web site.

(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the “Web Based Training” link on the WAWF home page at <https://wawf.eb.mil/>.

(e) *WAWF methods of document submission.* Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) *WAWF payment instructions.* The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order.

(1) *Document type.* The Contractor shall use the following document type(s).

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(2) **Inspection/acceptance location.** The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Inspection location: N33191/Bahrai

Acceptance location: N33191

(3) **Document routing.** The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

<i>Field Name in WAWF</i>	<i>Data to be entered in WAWF</i>
Pay Official DoDAAC	N68732
Issue By DoDAAC	N33191
Admin DoDAAC	N33191
Inspect By DoDAAC	N33191/BAHRAI
Ship To Code	N/A
Ship From Code	N/A
Mark For Code	N/A
Service Approver (DoDAAC)	N/A
Service Acceptor (DoDAAC)	N/A
Accept at Other DoDAAC	N33191
LPO DoDAAC	N33191
DCAA Auditor DoDAAC	N/A
Other DoDAAC(s)	N/A

(4) **Payment request and supporting documentation.** The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable, and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) **WAWF email notifications.** The Contractor shall enter the government e-mail addresses identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

Inspector: LT adrienne rolle ADRIENNE.ROLLE@me.navy.mil

Acceptors: CHERIE MITCHELL CHERIE.MITCHELL@eu.navy.mil

ELAINE DELL'ISOLA ELAINE.DELLISOLA@EU.NAVY.MIL

Certifying Official: Kathryn Balonek Kathryn.Balonek@eu.navy.mil

(g) **WAWF point of contact.**

(1) **WAWF point of contact.** The NAVFAC WAWF point of contact for this task order contract can be reached at NAVFACACQ_INV@eu.navy.mil. The Contractor shall enter the email address identified herein in the "send Additional Email Notifications" field of WAWF once a document is submitted in the system.

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of WAWF Clause)

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3.0 TECHNICAL POINT OF CONTACT AND INSPECTION AND ACCEPTANCE

The Contracting Officer's Representative (COR) under this Task Order and the person responsible for performing inspection and acceptance of the contractor's performance at the destination is:

Jebel Ali Quay 9 COR
 LT ADRIENNE ROLLE, cec, usn
 PSC 451, Box 510, FPO AE 09834-0510
 E-mail: adrienne.rolle@me.navy.mil
 Phone: +973 3619 3321

4.0 PAYMENT INSTRUCTIONS AND INFORMATIONAL SLINS

DFARS 252.204-0001 Line Item Specific: Single Funding. (SEP 2009)

The payment office shall make payment using the ACRN Funding of the line item being billed.

5.0 CONTRACTOR'S FINAL RELEASE INSTRUCTIONS

Before the final payment under this task order is made, the Contractor shall complete and submit to the Contracting Officer, a NAVFAC "Contractor's Release Statement."

Accounting Data

SLINID	PR Number	Amount

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SECTION H SPECIAL CONTRACT REQUIREMENTS

1.0 Logistical Support will be provided to the service provider in the form of access to the Department of Defense Navy Exchange Mini-Market.

2.0. Contractor and Contract Employee Requirements:

2.1.1. Contract employees shall answer the phone as follows:
(Name) / (Name of Contractor) Support Contractor

2.1.2. All Contractor documents shall include the following:
(Name)
Engineer Technician
(Company Name)
Support Contractor for PWD UAE

2.1.3. Emails shall include the following:
(Name)
Engineer Technician
(Company Name)
Support Contractor for PWD UAE

2.1.4. Cubicles/workstation shall exhibit the following:
(Name)
Engineer Technician
(Contractor Name) / Contractor Support

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SECTION I CONTRACT CLAUSES

52.217-9 -- OPTION TO EXTEND THE TERM OF THE CONTRACT. (MAR 2008)

(a) The government may extend the term of this contract by written notice to the contractor within 30 days prior to completion of the base period; provided that the government gives 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 clause.

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

(END OF CLAUSE)

52.228-3 -- WORKERS COMPENSATION INSURANCE (DEFENSE BASE ACT) (APR 1984)

The contractor shall

(a) Provide, before commencing performance under this contract, such workers' compensation insurance or security as the defense base act (42 u.s.c. 1651, *et seq.*) requires and

(b) Continue to maintain it until performance is completed. the contractor shall insert, in all subcontracts under this contract to which the defense base act applies, a clause similar to this clause (including this sentence) imposing upon those subcontractors this requirement to comply with the defense base act.

(END OF CLAUSE)

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SECTION J LIST OF ATTACHMENTS