

**ASTRO Contract Number:**

**Awardee:**

**Pool:**

**Awarded from:**

**ASTRO Solicitation Number: 47QFCA20R0026**

**COVER PAGE**

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This document is the official contract document for awards resulting from solicitation 47QFCA20R0026. This document incorporates the following modifications to the final solicitation documentation:

- **The contract now includes the clause 52.223-99, Ensuring Adequate COVID Safety Protocols for Federal Contractors**
- **For DoD task orders, this contract also includes clause 252.223-7999, Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors (Deviation 2021-O0009)**
- **A typo has been edited in Section J.1 Attachment A to correct the Section B reference to B.4.1 instead of B.2.1**
- **The Notice To Proceed date for this contract is November 15, 2021, which establishes the Ordering Period of the contract as November 15, 2021 – November 14, 2026 for the base period and November 15, 2026 – November 14, 2031 for the option period, if exercised.**

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## B.1 BACKGROUND

This ASTRO solicitation shall establish a family of ten separate, individual, Multiple Award (MA), Indefinite Delivery/Indefinite Quantity (IDIQ) contracts that encompass a variety of services related to manned, unmanned, and optionally manned platforms and robotics as defined in Section C.

Hereafter, the family of ASTRO MA-IDIQ contracts, as a whole, will be referred to as the Master Contract. Each individual Master Contract will be referred to as a Pool within the Master Contract. The ASTRO Contracting Officer (CO) at the Master Contract level will be referred to as the ASTRO CO, and the CO at the task order level will be referred to as the Ordering CO (OCO).

ASTRO is available for use by the GSA FAS AAS FEDSIM organization and any GSA AAS CO granted a Delegation of Procurement Authority (DPA) specifically authorized by the ASTRO CO(s).

### B.1.1 MINIMUM GUARANTEE AND MAXIMUM DOLLAR CEILING (MASTER CONTRACT)

The minimum guarantee is \$3,500 for each contract in each Pool that does not obtain a task order award during the ordering period of the Master Contract.

There is no maximum dollar ceiling for the Master Contract as a whole or for each individual Pool.

### B.1.2 MINIMUM DOLLAR LIMITATION AND MAXIMUM DOLLAR CEILING (TASK ORDER)

The minimum dollar limitation for an individual task order shall be equal to or greater than the simplified acquisition threshold as defined in FAR 2.101, including the total value of the base period and all option periods combined.

There is no maximum dollar ceiling for an individual task order. An unlimited number of task orders may be placed during the Master Contract's ordering period.

## B.2 POOLS

This table identifies the Pools of ASTRO:

| <b>DATA OPERATIONS POOL</b>   |
|---|
| Function: Performance of Data Operations including all data collection, processing, exploitation, and dissemination activities associated with manned, unmanned, and optionally manned platforms and robotics supporting mission performance. This includes traditional labor services as well as "as a service" support. |
| North American Industry Classification System (NAICS) Code and Title: 541990 – All Other Professional, Scientific, and Technical Services   |
| Small Business Size Standard: \$16.5 Million  |
| <b>MISSION OPERATIONS POOL</b>  |
| Function: Mission Operations includes performance of operational services not included in Data Operations associated with manned, unmanned, and optionally manned platforms and robotics supporting mission performance. This includes traditional labor services as well as "as a service" support.                      |
| NAICS Code and Title: 541990 – All Other Professional, Scientific, and Technical Services   |

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Small Business Size Standard: \$16.5 Million

**AVIATION POOL**

Function: Maintenance, repair, and overhaul of manned, optionally manned, and unmanned aircraft.

NAICS Code and Title: 488190 – Other Support Activities for Air Transportation

Small Business Size Standard: \$35 Million

**GROUND POOL**

Function: Maintenance, repair, and overhaul of manned, optionally manned, and unmanned ground platforms and industrial machinery.

NAICS Code and Title: 488999 – All Other Support Activities for Transportation

Small Business Size Standard: \$8 Million

**SPACE POOL**

Function: Maintenance, repair, and overhaul of manned, optionally manned, and unmanned space platforms.

NAICS Code and Title: 488190 – Other Support Activities for Air Transportation

Small Business Size Standard: \$35 Million

**MARITIME POOL**

Function: Maintenance, repair, and overhaul of manned, optionally manned, and unmanned maritime platforms.

NAICS Code and Title: 336611 – Ship Building and Repairing

Small Business Size Standard: 1,250 employees

**DEVELOPMENT/SYSTEMS INTEGRATION POOL**

Function: Systems integration, improvement, and/or engineering associated with manned, unmanned, and optionally manned platforms.

NAICS Code and Title: 541330 – Engineering Services

Small Business Size Standard: \$41.5 Million (based on the 541330 exceptions)

**RESEARCH POOL**

Function: All R&D associated with manned, unmanned, optionally manned, and counter Unmanned Systems (UxS) platforms

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|   |
|---|
| NAICS Code and Title: 541715 – Research and Development in the Physical, Engineering, and Life Sciences (except Nanotechnology and Biotechnology)   |
| Small Business Size Standard: 1,000 Employees   |
| <b>SUPPORT POOL</b>   |
| Function: All support services (except training) required for successful execution of a product, program, project, or process regarding platforms and robotics for land, air, sea, or space; the planning necessary to support operational missions; and the analysis of the results of an operational mission. |
| NAICS Code and Title: 541990 - All Other Professional, Scientific, and Technical Services   |
| Small Business Size Standard: \$16.5 Million  |
| <b>TRAINING POOL</b>  |
| Function: All training (the providing of instruction) services required for successful execution of a product, program, project, or process regarding platforms and/or robotics for land, air, sea, or space.   |
| NAICS Code and Title: 611699 – All other Miscellaneous Schools and Instruction  |
| Small Business Size Standard: \$12 Million  |

**B.3 TASK ORDER CONTRACT TYPES**

The Master Contract allows for all contract types at the task order level including Fixed-Price (all types), Cost-Reimbursement (all types), Incentive (all types), Time-and-Materials (T&M), and Labor-Hour (LH).

When applicable to the requirement, task orders may combine more than one contract type and include multi-year or option periods, performance based procedures, classified and/or unclassified, and commercial and/or non-commercial items.

OCOs should identify the contract type(s) and whether or not the task order is considered commercial or non-commercial in the task order solicitation and award.

Terms and conditions, clauses, and provisions should be appropriate to the contract type(s), commercial and/or non-commercial items.

**B.3.1 FIXED PRICE**

The various Fixed Price contract types are defined under Federal Acquisition Regulation (FAR) Subpart 16.2, Fixed-Price Contracts, and other applicable regulatory supplements.

**B.3.2 COST REIMBURSEMENT**

The various Cost Reimbursement contract types are defined under FAR Subpart 16.3, Cost-Reimbursement Contracts, and other applicable regulatory supplements.

The contractor shall maintain an approved accounting system, as approved by the cognizant Administrative CO (ACO) of the Defense Contract Management Agency (DCMA) or other Cognizant Federal Agency (CFA), and validated by

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the ASTRO CO to permit timely and accurate development of all necessary cost data in the format required by the proposed cost-reimbursement contract type.

The contractor may be required to submit a cost proposal with supporting information for each cost element including, but not limited to, direct labor, Cost Accounting Standards (CAS) disclosures, fringe benefits, overhead, general and administrative expenses, facilities capital cost of money, other direct costs, and fee consistent with its approved accounting system and, if applicable, Provisional Billing Rates (PBRs) and Forward Pricing Rate Agreements (FPRAs).

### **B.3.3 INCENTIVE**

The various Incentive contract types are defined under FAR Subpart 16.4, Incentive Contracts, and other applicable regulatory supplements.

### **B.3.4 T&M AND LH**

T&M and LH contract types are defined under FAR Subpart 16.6, T&M and LH Contracts, and other regulatory supplements.

The contractor shall maintain an approved accounting system, as approved by the cognizant ACO of the DCMA or other Cognizant Federal Agency (CFA) and validated by the ASTRO CO, to permit timely and accurate development of all necessary cost data in the format required by the proposed T&M or LH contract type.

## **B.4 TASK ORDER LABOR**

The Master Contract provides the flexibility to utilize labor categories for Contiguous United States (CONUS), Outside CONUS (OCONUS), specialized labor, construction wage rate requirements, professional services, service contract labor standards, or any combination thereof, at the task order level. The OCO is the authority in establishing what kind of labor is appropriate for each task order requirement.

### **B.4.1 CONUS STANDARDIZED LABOR CATEGORIES**

CONUS labor is defined as in-scope labor being performed in the 48 contiguous states plus the District of Columbia.

The Master Contract provides for standardized labor categories in CONUS for utilization at the task order level. CONUS standardized labor is defined as all labor for which the expertise required or duties performed are within the scope of the Master Contract and task order in accordance with labor categories set forth in Section J.1, Attachment A.

CONUS standardized labor categories correspond to the Office of Management and Budget's (OMB) Standard Occupational Classification (SOC) for which the Bureau of Labor Statistics (BLS) maintains compensation data at [www.bls.gov](http://www.bls.gov). CONUS standardized labor categories are individual labor categories that are mapped to a single SOC and functional description.

The contractor may propose CONUS standardized labor when proposing a total solution; however, the OCO will determine whether circumstances merit the use of CONUS standardized labor. CONUS standardized labor categories are encouraged, but not mandatory for use at the task order level. The OCO should indicate in the task order solicitation whether or not contractors shall submit labor pricing using the Master Contract's CONUS standardized labor categories in their task order proposals.

The contractor shall become proficient in the use of the BLS SOC system and CONUS standardized labor categories identified in Section J.1, Attachment A in preparation for submitting cost/price proposals under task order solicitations that require CONUS standardized labor category submissions.

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#### **B.4.2 OCONUS LABOR**

OCONUS is defined as in-scope labor being performed in other than the 48 contiguous states plus the District of Columbia. OCONUS labor is defined as all labor for which the expertise required or duties performed are within the scope of the Master Contract and task order. The contractor may propose OCONUS labor when proposing a total solution; however, the OCO will determine whether circumstances merit the use of OCONUS labor.

The U.S. Department of State's Bureau of Administration, Office of Allowances, publishes quarterly report indexes of living costs abroad, per-diem rate maximums, quarter's allowances, hardship differentials, and danger pay allowances.

The Department of State Standardized Regulations (DSSR) is the controlling regulations for allowances and benefits available to all U.S. Government civilians assigned to foreign areas. Contractor civilians assigned to foreign areas may receive the allowances and benefits in the DSSR but, they shall not receive allowance and benefits in excess of those identified in the DSSR.

For OCONUS task orders where costs are not specifically addressed in the DSSR, the Government will reimburse the contractor for all reasonable, allowable, and allocable costs in accordance with FAR 31, Contract Cost Principles and Procedures, and other applicable regulatory supplements.

#### **B.4.3 SPECIALIZED LABOR**

Specialized labor is defined as any labor for which the expertise required or duties performed are within the scope of the Master Contract and task order, but are not identified by the standardized labor categories.

When CONUS standardized labor categories are not mandatory or not able to be mapped directly by the contractor, the contractor may propose specialized labor when proposing a total solution; however, the OCO will determine whether circumstances merit the use of specialized labor.

#### **B.4.4 CONSTRUCTION WAGE RATE REQUIREMENTS**

When labor for construction, alteration and repair are within the scope of the Master Contract and task order, construction wage rate requirements shall be implemented in accordance with FAR Subpart 22.4 and other regulatory supplements, as applicable. The OCO shall identify such work in the task order solicitation and make a determination as to whether wage determinations are to be applied or not.

The Department of Labor (DoL) is responsible for issuing wage determinations reflecting prevailing wages, including fringe benefits. Determinations are issued for different types of construction, such as building, heavy, highway, and residential (referred to as rate schedules), and apply only to the types of construction designated in the determination.

The Master Contract does not include a complete list of clauses or provisions that flow down to the task order level requirements. The OCO shall incorporate all the appropriate clauses and provisions in each task order solicitation and subsequent award when construction, alteration, and repairs are within the scope of the Master Contract and task order requirement. When applicable, the OCO shall incorporate wage determinations subject to construction wage rate requirements in the task order award.

#### **B.4.5 SERVICE CONTRACT LABOR STANDARDS**

When service contract labor standards are within the scope of the Master Contract and task order, wage rate requirements shall be implemented in accordance with FAR Subpart 22.10 and other applicable regulatory supplements. The OCO shall identify such work in the task order solicitation and make a determination as to whether wage determinations are to be applied or not.

The DoL is responsible for issuing wage determinations reflecting prevailing wages, including fringe benefits. Contractors performing on task orders where service contract labor standards apply shall pay their employees at least the wages and fringe benefits found by the DoL to prevail in the locality of the work being performed, the fair standards labor act, and/or any applicable collective bargaining agreement.

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The Master Contract does not include a complete list of clauses or provisions that flow down to the task order level requirements. The OCO shall incorporate all the appropriate clauses and provisions in each task order solicitation and subsequent award when service contract labor standards apply. When applicable, the OCO shall incorporate wage determinations subject to wage rate requirements in the task order award.

#### **B.4.6 REQUIREMENTS FOR LABOR UNDER T&M AND LH TASK ORDERS**

When preparing solicitations for non-commercial T&M and/or LH task orders, the OCO shall incorporate one of the following provisions in the task order solicitation.

- a. FAR 52.216-29 Time-and-Materials/Labor-Hour Proposal Requirements—Non-Commercial Item Acquisition with Adequate Price Competition. For DoD requirements, when selecting FAR 52.216-29, the OCO shall also select Defense Federal Acquisition Regulation Supplement (DFARS) 252.216-7002, Alternate A Time-and-Materials/Labor-Hour Proposal Requirements – Non-Commercial Item Acquisition with Adequate Price Competition
- b. FAR 52.216-30 Time-and-Materials/Labor-Hour Proposal Requirements—Non-Commercial Item Acquisition without Adequate Price Competition
- c. FAR 52.216-31 Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition
  - a. Master Contract

T&M and LH task orders require labor categories and their associated rates to be identified in the task order award document. T&M and LH task orders with subcontracts that do not specify a labor category in the task order shall be proposed and awarded as Materials in accordance with FAR 52.232-7, Payments under Time-and-Materials and Labor-Hour Contracts.

#### **B.5 TOTAL SOLUTION**

The Master Contract is designed to be a total solution vehicle for services solicited and awarded at the task order level. Total solution is defined as any combination of support that is integral and necessary to the service-based requirements within the scope of the Master Contract and task order award.

For example, a total solution may include any combination of contract types and labor associated with CONUS labor, OCONUS labor, specialized labor, construction wage rate requirements, professional labor, service contract labor standards, and other costs such as subcontracts, travel, supplies, materials, equipment, special test equipment, and special tooling.

The contractor should propose and identify the type of labor and other costs separately in its cost/price proposal and the OCO should, when appropriate, identify the type of labor and other costs by a separate Contract Line Item Number (CLIN) in the task order award.

#### **B.6 TASK ORDER PRICING/COSTS**

Because services are diverse within the scope of the Master Contract, the Master Contract provides the OCO the flexibility and authority to determine fair and reasonable pricing tailored to the individual task order requirement, including the task order statement of work or objectives, risks, uncertainties, complexity, urgency, contract type, and competition. Accordingly, the Master Contract does not predetermine cost and price reasonableness or fair and reasonable labor rates for services performed at the task order level.

The Master Contract does not establish prices for any supply or service at the task order level; therefore, the OCO shall establish cost and price reasonableness for each task order using the policies and methods in FAR Subpart 15.4, internal policies, and other applicable regulatory supplements.

Unless otherwise directed by task order terms and conditions, the contractor may apply indirect costs to labor and other costs consistent with the contractor's DCMA or other Cognizant Federal Agency (CFA) approved accounting system.

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## **B.7 ASTRO SYMPHONY PORTAL (ASP)**

The ASP is a software application the Government intends to use for ASTRO proposal submission, proposal evaluation, and contract management. Training will be provided to contractors regarding the use of ASP for proposal submission and post award requirements.

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## SECTION C – DESCRIPTION/SPECIFICATIONS/ STATEMENT OF WORK

### C.1 BACKGROUND

ASTRO is a family of multiple (ten at initial contract award) separate MA-IDIQ contracts that span multiple NAICS Codes and NAICS Code Exceptions that is sponsored by the DoD. This vehicle will be awarded and administered by the General Services Administration (GSA), Federal Acquisition Service (FAS), Assisted Acquisition Service (AAS), Federal Systems Integration and Management Center (FEDSIM).

#### C.1.1 AUTHORITY

Under the Federal Property and Administrative Services Act (40 U.S.C. 501), GSA is authorized to award and administer contracts such as ASTRO for personal property and non-personal services.

### C.2 SCOPE

The scope includes operations, maintenance, readiness, research, development, systems integration, and support for manned, unmanned, and optionally manned platforms and/or robotics, as well as the services that support those platforms and robotics.

The scope of ASTRO spans many areas of expertise and includes any and all components required to formulate a total solution to a requirement, except for those services and products specifically prohibited in this contract. Solutions may include Ancillary Support Services and/or Ancillary Support Products as defined in Sections C.4 and C.5. Requirements may call for solutions that cross over multiple disciplines; include ancillary support services and/or products; require commercial and/or non-commercial items; require professional and/or non-professional labor; and use a variety of contract types including fixed-price (all types), cost reimbursement (all types), T&M/LH, or a hybrid mix of contract types. These platforms and robotics may be based on land, air, sea, and/or space.

#### C.2.1 DOMAINS

ASTRO may be used to provide a total solution for any organization's requirement in any of the identified ASTRO Domains. These requirements include the following domains:

- a. Operations
- b. Maintenance/Readiness
- c. Development/Systems Integration
- d. Support
- e. Research and Development (R&D)

##### C.2.1.1 OPERATIONS DOMAIN

###### C.2.1.1.1 SUBDOMAIN: DATA OPERATIONS

Data Operations includes the performance of data collection, processing, exploitation, and dissemination activities associated with manned, unmanned, and optionally manned platforms and/or robotics supporting mission performance.

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Service areas that are included under the Data Operations subdomain include, but are not limited to, the following examples (listed in alphabetical order):

1. 3D Terrain And Structure Mapping
2. Aerial Surveying
3. Air Quality Monitoring And Measurement
4. Airfield Damage Assessments
5. Anti-Drug Trafficking
6. Anti-Piracy Monitoring
7. Asset Tracking
8. Asset Verification
9. Atmospheric Data Collection And Analysis
10. Battle Damage Management
11. Blue Force Tracking
12. Border Management
13. Border Security Monitoring
14. Captured Enemy Material Analysis
15. Change Detection
16. Coalition ISR
17. Counter Terrorism
18. Crime Scene Situational Awareness
19. Corrosion Under Insulation (CUI) Surveys
20. Detection and Tracking of International Terrorism
21. Data Analysis
22. Data Compression
23. Data Dissemination
24. Data Visualization
25. Detection and Tracking of Narco-Trafficking
26. Detection and Tracking of Alien Smuggling
27. Detection and Tracking of Human Trafficking
28. Detection and Tracking of Weapons Of Mass Destruction
29. Earth Exploration
30. Earth Gravity Information Gathering And Analysis
31. Emergency Preparedness And Assessments
32. Fire Detection
33. Forest Health Protection
34. Friendly Force Tracking
35. Geospatial Intelligence
36. Global Climate Information Gathering And Analysis
37. Ground Traffic Monitoring
38. Health Sciences
39. Humanitarian Relief

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40. Homeland Security
41. Hurricane Analysis, Tracking, And Modeling
42. Improvised Explosive Device (IED) Detection
43. IED Forensics
44. Image and Video Capture
45. Inspections
  - a. Dams and Wells
  - b. Flare Stack
  - c. Infrastructure
  - d. Offshore Platforms
  - e. Pavement
  - f. Pipeline and Row
  - g. Runways
  - h. Solar Farms
  - i. Tank and Vessel
  - j. Water Crossing
  - k. Wind Turbines
46. Intelligence Processing and Collection
47. ISR Demonstrations
48. ISR Exercises
49. ISR Operations
50. Investigation
51. Joint Operations ISR
52. Land Mapping
53. Law Enforcement Operations
54. Leak Detection
55. Mapping
56. Maritime Security
57. Mine Detection and Tracking
58. Mining
59. Monitoring Illegal Dumping
60. Natural Disaster Response
61. Natural Resource Management
62. Navigation
63. Oceanic Data Collection And Analysis
64. Photography and Film Production
65. Population Density Analysis
66. Powerline Intelligence Gathering
67. Precision Agriculture
68. Radar Operations
69. Reconnaissance

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70. Safety
71. Scientific Research
72. Seabed Mapping
73. Sea Life Research Data Gathering And Analysis
74. Search Operations
75. Security
76. Space Exploration
77. Space Operations
78. Submarine Detection and Tracking
79. Surface Ship Detection and Tracking
80. Supportability Analysis and Implementation
81. Surveillance
82. Surveying
83. Tradecraft
84. Traffic Flow Analysis
85. Technical Intelligence Collection
86. Undersea and Seabed Surveillance
87. Urban Planning
88. UxS Detection and Tracking
89. Video/Image/Audio Analysis
90. Weather Analysis And Monitoring
91. Wildlife Monitoring, Research, And Preservation
92. Wildlife Surveys

### **C.2.1.1.2 SUBDOMAIN: DATA OPERATIONS AS A SERVICE**

Data Operations as a Service includes performance of data collection, processing, exploitation, and dissemination activities associated with manned, unmanned, and optionally manned platforms and/or robotics and supporting mission performance exclusively or predominantly with contractor owned, contractor operated (COCO) platforms and/or robotics for land, air, sea, or space. For clarification, the term contractor-owned does NOT mean the prime contractor must technically own the hardware involved. Contractors may own the hardware, but this may also be performed through subcontractors (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), teaming partners (at the task order level), leasing (not naming the Government as the lessee), or any other business mechanism that allows for mission performance, but indemnifies the Government client. These services are normally provided on a consumable basis.

Examples for this subdomain are identical to the examples provided in the Data Operations subdomain.

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## SECTION C – DESCRIPTION/SPECIFICATIONS/ STATEMENT OF WORK

### C.2.1.1.3 SUBDOMAIN: MISSION OPERATIONS

Mission Operations includes performance of operational services not included in Data Operations associated with manned, unmanned, and optionally manned platforms and/or robotics supporting mission performance.

Service areas that are included under the Mission Operations subdomain include, but are not limited to, the following examples (listed in alphabetical order):

1. Air Drop Operations
2. Air Traffic Management
3. Battlefield Support
4. Biological Prediction
5. Command and Control
6. Contingency Operations
7. Electronic Spectrum Management
8. Fire Fighting
9. Humanitarian Assistance/Disaster Relief
10. Launch Services
11. Manned and Unmanned Cargo Transportation
12. Manned and Unmanned Personnel Transportation
13. Medical Evacuation (MEDEVAC)
14. Medical Supply Delivery
15. Natural Disaster Response
16. Non-Combatant Evacuation
17. Personnel Recovery
18. Search and Rescue Operations
19. Special Event Response
20. Target Activities

### C.2.1.1.4 SUBDOMAIN: MISSION OPERATIONS AS A SERVICE

Mission Operations as a Service includes performance of operational services not included in Data Operations associated with manned, unmanned, and optionally manned platforms and/or robotics supporting mission performance exclusively or predominantly with COCO platforms and/or robotics for land, air, sea, or space. For clarification, the term contractor-owned does NOT mean the prime contractor must technically own the hardware involved. Contractors may own the hardware, but this may also be performed through subcontractors (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), teaming partners (at the task order level), leasing (not naming the Government as the lessee), or any other business mechanism that allows for mission performance, but indemnifies the Government client.

Examples for this subdomain are identical to the examples provided in the Mission Operations subdomain.

### C.2.1.2 MAINTENANCE/READINESS DOMAIN

Maintenance/Readiness includes all services related to the maintenance, repair, overhaul, reconditioning, or servicing of manned, unmanned, and/or optionally manned platforms and/or

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robotics to ensure their continued operations. This includes support functions for these platforms and/or robotics.

Service areas that are included under the Maintenance/Readiness Domain include, but are not limited to, the following examples (listed in alphabetical order):

1. Aircraft Repair and Maintenance
2. Armored Vehicle Repair and Maintenance
3. Coalition Logistics Management
4. Equipment Repair and Maintenance
5. Floating Drydock Repair and Maintenance
6. Industrial Equipment Repair and Maintenance
7. Life Cycle Sustainment
8. Logistics Maintenance
9. Machine Calibration Maintenance
10. Overhaul
11. Predictive Maintenance
12. Preventive Maintenance
13. Prognostics and Diagnostics
14. Radar Ground Station Repair and Maintenance
15. Runway Repair and Maintenance
16. Satellite Servicing
17. Ship Repair and Maintenance
18. Supply Chain Logistics
19. Supply Chain Optimization
20. Tank Repair and Maintenance
21. Test Bed Repair and Maintenance
22. UxS Repair and Maintenance

### C.2.1.3 DEVELOPMENT/SYSTEMS INTEGRATION DOMAIN

Development includes all services related to the improvement or enhancement of the overall platform or improvement or enhancement of any subsystem or component of a platform.

Systems Integration includes all services related to the process of bringing together component systems/subsystems into one system (an aggregation of systems/subsystems cooperating so that the system is able to deliver the overarching functionality) and ensuring that the component systems/subsystems function together as a single system.

These services are performed within the framework of manned, unmanned, or optionally manned platform and/or robotics. Service areas that are included under the Development/Systems Integration Domain include but are not limited to the following examples (listed in alphabetical order):

1. 3D Audio Technology
2. AI-Enabled Autonomy
3. Acoustic and Sonar
4. Advanced Technology Pilots and Trials
5. Alternative Energy Sources System Integration

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6. Artificial Intelligence
7. Augmented/Virtual Reality
8. Automated Information Sharing
9. Automation
10. Baseline (Configuration) Management
11. Big Data Analysis
12. Biometrics
13. Coatings
14. Communications
15. Concept Development
16. Configuration Management
17. Cyber Security
18. Data Analytics
19. Data Management
20. Data Protection
21. Design Documentation and Technical Data
22. Detect and Avoid
23. Electromagnetic Spectrum Optimization and Allocation
24. Energy Services to include Management Planning and Strategies, Audit Services and Metering
25. Engineering (Aeronautical, Astronautical, Chemical, Communications, Electrical, Mechanical, Metallurgy/Materials, Optical, Radar, Safety, Sensor, etc.)
26. Engineering Process Improvement
27. Geospatial Intelligence (GEOINT)
28. Human and Machine Symbiosis
29. Human Factors/Usability Engineering
30. Human Interfaces
31. Human-Machine Interfaces
32. Human-Swarm Interfaces
33. Human Systems Integration
34. Hydro-Electric Propulsion
35. Identity and Access Management
36. Independent Verification And Validation
37. Information Assurance
38. Integration
39. Interoperability
40. Launch Processing and Verification
41. Limited Run Initial Production
42. Machine Learning
43. Machine Vision
44. Mesh Networks

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45. Modeling and Simulation
46. Mission Assurance
47. Natural Resources Management
48. Navigation
49. Neural Networks
50. Platform Optimization
51. Power
52. Process Automation
53. Predictive Analysis
54. Propulsion
55. Prototyping and Fabrication Support
56. Quality Assurance
57. Remote Sensing
58. Reverse Engineering
59. Risk Management
60. Sensor Creation, Enhancement, Optimization And Development
61. Signal Intelligence
62. Software Development (for non-IT requirements)
63. Software Independent Verification and Validation (for non-IT requirements)
64. Specialized Tool Development
65. Swarming Modules
66. Stealth
67. System Design
68. System Effectiveness and Analysis
69. System Life Extension Program
70. System Security and Information Assurance
71. System Verification and Validation
72. Systems Engineering
73. Technical Intelligence
74. Technical Planning
75. Technical Requirements Analysis
76. Thermal Management
77. Undersea Navigation
78. Wargaming

### **C.2.1.4 SUPPORT DOMAIN**

#### **C.2.1.4.1 SUBDOMAIN: BUSINESS SUPPORT**

Business Support includes all the programmatic and training services required for successful execution of a product, program, project, or process regarding platforms and/or robotics for land, air, sea, or space.

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Service areas that are included under the Business Support subdomain include, but are not limited to, the following examples (listed in alphabetical order):

1. Acquisition Support
2. Assessments
3. Budget/Financial Support
4. Business Case Development Support
5. Business Process Re-engineering
6. Change Management
7. Concept Development and Requirements Analysis
8. Configuration Management
9. Consultation
10. Cost/Schedule/Performance Improvement
11. Communication Management
12. Courseware Development
13. Curriculum Development
14. Customer Relationship Management
15. Financial Analysis
16. Flight Training
17. Insurance Providers
18. Interface Management
19. Knowledge Based Acquisition
20. Knowledge Management
21. Life Cycle Management
22. Logistics Management
23. Long-Range Planning, Futures, and Forecasting
24. New Technology and Trend Identification
25. Organizational Readiness
26. Other Training
27. Relations and Coordination with Law and Policy Making Entities
28. Risk Management
29. Safety Case Analysis
30. Supply Chain Analysis
31. Supply Chain Management
32. Technical Advisory Services
33. Technical Data Management
34. Workforce Transformation

### C.2.1.4.2 SUBDOMAIN: MISSION SUPPORT

Mission Support includes all the services required for successful operational execution of a product, program, project, or process regarding platforms and/or robotics for land, air, sea, or

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space; the planning necessary to support operational missions; and the resultant analysis of the results of an operational mission.

Service areas that are included under the Mission Support subdomain include, but are not limited to, the following examples (listed in alphabetical order):

1. Command and Control Analysis and Assessments
2. Counterintelligence Support
3. Data Operations Support
4. Data Strategy and Management
5. Decision Analysis
6. Front End Analysis
7. Horizontal Protection Assessment
8. Information Analytics
9. Intelligence Analysis
10. ISR Capability Assessment
11. Kill Chain Analysis
12. Knowledge Management
13. Long-Range Planning, Futures, and Forecasting
14. Mission Planning Support
15. Requirements Management
16. Simulated Environment Support
17. Strategic Forecasting
18. Strategic Planning
19. Strategy Development
20. Tactical and Readiness Planning
21. Technical Data Management
22. Technical Documentation
23. Threat Analysis
24. Use Case Analysis
25. Vulnerability Assessment

### **C.2.1.5 RESEARCH AND DEVELOPMENT (R&D) DOMAIN**

R&D includes all services conducted for the innovation, introduction, and improvement of products and procedures regarding platforms and/or robotics for land, air, sea, or space.

Service areas that are included under the R&D Domain include, but are not limited to, the following examples (listed in alphabetical order):

- a. Advanced Technology Pilots and Trials
- b. Airworthiness
- c. All Applicable Scientific Services
- d. Blockchain
- e. Data Sciences
- f. Developmental Testing
- g. Existing Product or Process Updates
- h. Information Assurance

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- i. Innovation
- j. Joint Test and Evaluation
- k. New Product or Process Development
- l. Quality Checks
- m. Product or Process Enhancement
- n. Prototyping
- o. Regulatory Compliance
- p. Test and Evaluation
- q. Verification and Validation

### C.3 INFORMATION TECHNOLOGY (IT) AND NON-IT

IT means any equipment or interconnected system(s) or subsystem(s) of equipment that is used for the automatic acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the agency. For purposes of this contract, equipment is used by an agency if the equipment is used by the agency directly or is used by a contractor under a contract with the agency that require its use; or to a significant extent, its use in the performance of a service or the furnishing of a product.

IT is considered an ancillary support service or product on ASTRO task orders and may be performed only when the service or product is integral and necessary to complete a total solution under a requirement within the scope of ASTRO.

Non-IT includes any service or equipment that is acquired by a contractor incidental to a contract or contains imbedded IT that is used as an integral part of the service or product, but the principal function is not the acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. For example, Heating, Ventilation, and Air Conditioning (HVAC) equipment, such as thermostats or temperature control devices, and medical equipment where IT is integral to its operation, is non-IT.

Non-IT also includes any equipment or services related to a National Security System. The term National Security System means a telecommunications or information system operated by the Federal Government, the function, operation, or use of which involves intelligence activities, cryptologic activities related to national security, command and control of military forces, equipment that is an integral part of a weapon or weapons system; or, is critical to the direct fulfillment of military or intelligence missions, not including a system to be used for routine administrative and business applications (including payroll, finance, logistics, and personnel management applications).

Non-IT may include imbedded IT components including software, IT hardware, and other items and services traditionally considered IT on IT requirements. Non-IT services and equipment may or may not be considered ancillary, depending on circumstances.

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### C.4 ANCILLARY SUPPORT SERVICES

Ancillary support services, on their own, are not within the scope of ASTRO. However, these services are allowed to be included in ASTRO Task orders when they are integral and necessary to complete a total integrated solution under a requirement within the scope of ASTRO.

Ancillary support services may include, but are not limited to, professional and/or non-professional services, commercial and/or non-commercial items, IT services and/or components, administrative support, data entry, and subject matter expertise.

The OCO may allow and the contractor may propose a labor category or labor categories at the task order level not identified in Section J.1, provided that the contractor complies with all applicable contract clauses and labor laws, including the Service Contract Act or the Davis Bacon Act, if applicable.

#### C.4.1 IT ANCILLARY SUPPORT SERVICES

When providing ancillary support in the form of IT services and/or components, the contractor shall promote IT initiatives and best practices that support Federal Government operational requirements for standardized technology and application service components. This shall facilitate integration requirements for broad Federal IT and E-Gov initiatives, and promote the sharing, consolidation, and re-use of business processes and systems across the Federal Government. The contractor shall promote the use of open source solutions and open technology development where practicable to enable this re-use.

### C.5 ANCILLARY SUPPORT PRODUCTS

Ancillary support products are defined as any product deemed to be integral and necessary to complete a total integrated solution under a requirement within the scope of ASTRO. Ordering activities are authorized to include products in their requirements so long as the products are required for the performance of the services being ordered.

### C.6 FORBIDDEN SERVICES

The contractor shall not accept or perform work for the following services:

- a. Inherently Governmental Functions as defined in FAR Subpart 2.101.

Example 1: For the purposes of this contract, any action that directly and actively engages in the intentional destruction or disabling of enemy personnel or property is considered an Inherently Governmental Function. For example, Unmanned Aircraft Systems (UAS) Mitigation services (the act of defeating an enemy UAS) are considered Inherently Governmental Functions. However, support services like UAS detection and tracking are not considered Inherently Governmental Functions and may be performed under this contract.

Example 2: Acquisition support can cover many different aspects of the process, but making a decision regarding who wins a procurement is an Inherently Governmental Function.

Example 3: Supervision of government personnel is an Inherently Governmental Function.

- b. Personal Services as defined in FAR Subpart 2.101.

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- c. Architecture and Engineering (A&E) Services as defined in FAR Subpart 2.101 and subject to the Brooks Architect-Engineers Act (40 U.S.C. 1102).
- d. Any task order whose primary scope of work is for construction.

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## SECTION D – PACKAGING AND MARKING

### D.1 BACKGROUND

Clauses, provisions, and other terms and conditions regarding packaging and marking will be designated by the OCO at the task order level.

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## SECTION E – INSPECTION AND ACCEPTANCE

### E.1 BACKGROUND

Inspection and Acceptance at the Master Contract level involve contract administration duties and deliverables.

Clauses, provisions, and other terms and conditions regarding task order inspection and acceptance will be designated by the OCO at the task order level.

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## SECTION F – DELIVERIES OR PERFORMANCE

### F.1 BACKGROUND

Clauses regarding deliveries or performance for the Master Contract are as follows.

| FAR       | TITLE              | DATE     |
|-----------|--------------------|----------|
| 52.242-15 | Stop Work Order    | AUG 1989 |
| 52.247-34 | F.O.B. Destination | NOV 1991 |

Clauses, provisions, and other terms and conditions regarding task order deliveries or performance will be designated by the OCO at the task order level.

### F.2 PLACE OF PERFORMANCE

The services to be provided under the Master Contract shall be accomplished at the locations identified in the task order and may include both CONUS and OCONUS locations.

### F.3 ORDERING PERIOD

The ordering period under the Master Contract is from the Notice-to-Proceed date (November 15, 2021) through five years and one, five-year option period that may extend the cumulative ordering period to ten years.

Task orders may be awarded up to the final date (November 14, 2031) of the ten-year ordering period and may contain a base and option periods that allow for total task order duration of up to five years after the Master Contract's ten-year ordering period expires.

Task order option periods may be exercised after the ten-year ordering period expires as long as the final task order option period does not extend the cumulative term of the task order beyond five years and six months after the Master Contract's ten-year ordering period expires.

After the Master Contract's ordering period expires, the Master Contract will remain an active contract to govern the terms and conditions of active task orders until the final task order is closed out.

### F.4 PERFORMANCE STANDARDS

ASTRO is a performance based contract with measurable standards in terms of quality and timeliness of deliverables and compliances in accordance with Sections F.4.1 and F.4.2.

In the event the ASP is not operational, deliverable and reporting requirements designated for input into the ASP shall be provided as directed by the ASTRO CO within the stated timeframes. The ASTRO CO or an authorized representative shall have the right to examine and audit all supporting records and materials, regardless of whether such items are in written form, in the form of computer data, or in any other form for the purpose of enforcing all deliverables and compliances herein.

Approved accounting systems are mandatory for all contractors on ASTRO. Cost Accounting Standards (CAS) are mandatory unless covered by exemption under 48 CFR 9903.201-1 and 48 CFR 9903.201-2. All other systems and certifications are optional; however, contractors are encouraged to acquire these systems and certifications. OCOs may require certain certifications or business systems at the task order level.

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All Contractor Business Systems shall be maintained at the contractors’ current level at time of award or higher throughout the period of performance of ASTRO. For example, if a contractor received an evaluation credit for having an Approved Purchasing System and Property Management System at time of award, the contractor shall maintain an Approved Purchasing System and Property Management System for the life of ASTRO.

### F.4.1 DELIVERABLE AND REPORTING REQUIREMENTS

The following table contains deliverables and reports required for ASTRO. Task order deliverables and reporting requirements will be specified in the task order. The Government does not waive its right to add reporting requirements, performance standards, or other deliverables or reports not specifically listed in the table below by modification at no additional expense to the Government. Deliverables or reporting requirements are required until the final task order is closed-out for each contractor. If a deliverable or reporting requirement is due on a calendar day that falls on a weekend day or a Government holiday, the deliverable or report is due the following business day.

| SECTION | REFERENC<br>E                    | DESCRIPTION  | FREQUENCY   | LOCATION                          |
|---------|----------------------------------|--|---|-----------------------------------|
| G.3.1.1 | Contractor Key Personnel         | Revisions of CAPM or CACM Point of Contact Information   | Within 5 calendars days of the substitution. Provide new POC information  | ASP                               |
| G.3.1.2 | Contractor Self-Assessment (CSA) | Status update of all systems and certifications claimed in the Contractor’s Proposal. Also, an annual self-certification that the Contractor is complying with 52.204-25. Done electronically through the ASP. | Semi-annually during the performance period ending March 31 <sup>st</sup> (due no later than April 30 <sup>th</sup> ) and the performance period ending September 30 <sup>th</sup> (due no later than October 30 <sup>th</sup> ). Any non-compliant CSA shall be resubmitted within 30 days of receiving the notification of non-compliance from the ASTRO CO | ASP                               |
| G.3.1.3 | Approved accounting system       | All updates and status changes, along with correspondence from DCMA, or CFA  | Within 5 calendar days after the notification from DCMA or CFA. Provide correspondence from DCMA or CFA.  | ASP AND Email: ASTROadmin@gsa.gov |

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|         |  |  |   |   |
|---------|--|--|---|---|
| G.3.1.4 | Cost Accounting Standards (CAS)                                      | If applicable, all updates and status changes, along with correspondence from DCMA, or CFA | Within 5 calendar days after the notification from DCMA or CFA. Provide correspondence from DCMA or CFA   | ASP AND<br>Email:<br>ASTROadmin@gsa.gov   |
| G.3.1.5 | Insurance  | ACORD 25, Certificate of Insurance   | Shall retain current copy of ACORD 25, Certificate of Insurance, for each contract award. Shall be available within 1 calendar day upon request from the ASTRO CO                           | ASP   |
| G.3.1.6 | Federal Awardee Performance and Integrity Information System (FAPIS) | FAPIS reporting  | Semi-Annually starting 6 months from the anniversary date of the Master Contract's Notice-to-Proceed  | Website<br>www.sam.gov and report through ASP as part of the CSA IAW G.3.1.2.                             |
| G.3.1.7 | Employment Reports on Veterans                                       | Veterans' Employment and Training Service (VETS)-4212 reporting                            | Annually by September 30th of each year   | Website<br>dol.gov/agencies/vets/programs/vets4212 and report through ASP as part of the CSA IAW G.3.1.2. |
| G.3.1.8 | Executive Compensation and First-Tier Subcontract Awards Report      | Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS)       | By the end of the month following the month of award of a first-tier subcontract with a value of \$30,000 and annually thereafter (calculated from the Master Contract's Notice-to-Proceed) | Website<br>FSRS.gov and report through ASP as part of the CSA IAW G.3.1.2.                                |
| G.3.1.9 | Post Award Small Business Program Re-Representation                  | If applicable, Small Business Size Recertification   | Within 30 days after execution of a novation agreement; within 30 days after a merger or acquisition that does not require a novation; and, within 60 to 120                                | ASP AND<br>Email:<br>ASTROadmin@gsa.gov   |

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|           |   |  |   |  |
|-----------|---|--|---|--|
|           |   |  | days prior to the end of the fifth year and exercising the option thereafter  |  |
| G.3.1.10  | Mergers, Acquisitions, Novations, and Change-of-Name Agreements | If applicable, SF 30 Modification  | Copy of SF 30 and other applicable documents showing approval within 5 calendar days of finalization  | ASP AND<br>Email:<br>ASTROadmin@gsa.gov  |
| G.3.1.11  | Individual Subcontracting Reports (ISR)                         | If applicable, ISRs from Individual Subcontracting Plans on ASTRO                    | Semi-annually during the performance period ending March 31st (due no later than April 30th) and the performance period ending September 30th (due no later than October 30th). Any non-compliant ISR shall be resubmitted within 30 days of receiving the notification of non-compliance from the ASTRO CO | Website<br>esrs.gov for every ISR Report<br><br>Email:<br>ASTROadmin@gsa.gov only if unable to meet goal |
| G.3.1.12  | Summary Subcontract Reports (SSR)                               | If applicable, GSA Agency-Wide SSRs  | Annually by October 30th for the twelve-month performance period ending September 30th. Any non-compliant SSR shall be resubmitted within 30 days of receiving the notification of non-compliance from the ASTRO CO   | Website<br>esrs.gov for every SSR Report<br><br>Email<br>ASTROadmin@gsa.gov only if unable to meet goal  |
| G.3.1.13. | PBR, FPRA, and/or FPRR  | If applicable, correspondence and audit reports from DCMA or CFA that updates status | Within 5 calendar days after the update   | ASP AND<br>Email:<br>ASTROadmin@gsa.gov  |
| G.3.1.14  | Purchasing System   | If applicable, correspondence and audit reports from                                 | Within 5 calendar days after the update   | ASP AND<br>Email:  |

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|          |   |   |   |   |
|----------|---|---|---|---|
|          |   | DCMA or CFA that updates status   |   | ASTROadmin@gsa.gov                      |
| G.3.1.15 | Property Management System  | If applicable, correspondence and audit reports from DCMA or CFA that updates status    | Within 5 calendar days after the update | ASP AND<br>Email:<br>ASTROadmin@gsa.gov |
| G.3.1.16 | Material Management and Accounting System (MMAS)                          | If applicable, correspondence and audit reports from DCMA or CFA that updates status    | Within 5 calendar days after the update | ASP AND<br>Email:<br>ASTROadmin@gsa.gov |
| G.3.1.17 | Estimating System   | If applicable, correspondence and audit reports from DCMA or CFA that updates status    | Within 5 calendar days after the update | ASP AND<br>Email:<br>ASTROadmin@gsa.gov |
| G.3.1.18 | Earned Value Management System (EVMS)                                     | If applicable, correspondence and audit reports from DCMA or CFA that updates status    | Within 5 calendar days after the update | ASP AND<br>Email:<br>ASTROadmin@gsa.gov |
| G.3.1.19 | Service Contract Reporting Requirements for Indefinite Delivery Contracts | If applicable, reports shall be provided in accordance with clause 52.204-15 (OCT 2016) | Annually, by October 15th               | ASP AND<br>Email:<br>ASTROadmin@gsa.gov |

**F.4.2 COMPLIANCES**

The following table contains compliances required for ASTRO. Task Order compliances will be specified in the task order. The Government does not waive its right to require other compliances in order to align the ASTRO contract with new statutory or regulatory requirements. The Government will provide the contractor with at least 45 days' notice of these requirements.

| <b>SECTION</b> | <b>REFERENCE</b>         | <b>COMPLIANCE</b>  |
|----------------|--------------------------|--|
| G.3.1          | ASP Data                 | The Contractor shall submit timely and accurate data in the ASP  |
| G.3.1.1        | Contractor Key Personnel | The Contractor shall maintain responsive and competent Contractor Key Personnel                                  |
| G.3.1.1        | Meetings                 | The Contractor's Key Personnel shall attend and actively participate in all meetings, including all PMR Meetings |

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|----------|--|---|
| G.3.1.3  | Approved accounting system   | The Contractor shall maintain the acceptable/approved status of their Accounting System and submit updates to the current status  |
| G.3.1.4  | Cost Accounting Standards (CAS)                                    | The Contractor shall maintain CAS compliance and submit updates to the current status, <u>if applicable</u>   |
| G.3.1.5  | Insurance  | The Contractor shall submit timely and accurate Certificates of Insurance and maintain adequate insurance coverage at the ASTRO and task order level  |
| G.3.1.6  | Responsibility and FAPIIS  | The Contractor shall submit timely and accurate FAPIIS information and maintain sufficient financial resources and meet the responsibility standards and qualifications set forth in FAR Part 9   |
| G.3.1.7  | VETS 4212 Reporting  | The Contractor shall report timely and accurate VETS 4212 reports in the DoL website and send confirmation to the ASTRO CO  |
| G.3.1.8  | Reporting Executive Compensation and First-Tier Subcontract Awards | The Contractor shall report timely and accurate sub-award and executive compensation data regarding first-tier sub-awards in FSRS to meet the FFATA reporting requirements and send confirmation to the ASTRO CO                                |
| G.3.1.9  | Post-Award Small Business Program Re-Representation                | If applicable, The Contractor shall report timely and accurately their small business program re-representation and update <a href="http://www.sam.gov">www.sam.gov</a> .   |
| G.3.1.10 | Mergers, Acquisitions, Novations and Change-of-Name Agreements     | The Contractor shall submit timely notice of Merger and Acquisitions or contractual copies of Novation or Change-of-Name Agreements, <u>if applicable</u>   |
| G.3.1.11 | Subcontracting Goals and Reporting                                 | The Contractor shall submit timely and accurate ISR subcontract reports, <u>if applicable</u> , and SSR subcontract reports and make good faith efforts in meeting small business goals in accordance with the Contractor's subcontracting plan |
| G.3.1.13 | Approved Purchasing System   | The Contractor shall maintain an Approved Purchasing System and submit updates, <u>if applicable</u>  |
| G.3.1.14 | Property Management System   | The Contractor shall maintain a Property Management System and submit updates, <u>if applicable</u>   |
| G.3.1.15 | Material Management and Accounting System (MMAS)                   | The Contractor shall maintain an Material Management and Accounting System (MMAS) and submit updates, <u>if applicable</u>  |
| G.3.1.16 | Estimating System  | The Contractor shall maintain an Estimating System and submit updates, <u>if applicable</u>   |
| G.3.1.17 | EVMS ANSI-standard   | The Contractor shall maintain or exceed their EVMS ANSI-standard and submit updates, <u>if applicable</u>   |
| H.8.2    | Ethics and Conduct   | The Contractor shall adhere to the standards under Section H.13   |

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|---------|---|---|
| H.14    | Task Order Close-Out                              | The Contractor agrees to cooperate with the OCO to close out task orders as soon as practical after expiration, cancellation, or termination          |
| L.5.1.6 | Meaningful Relationship Commitment Letters (MRCL) | The Contractor shall honor the commitments contained in all MRCLs, <u>if applicable</u>   |
| H.16    | SCRM Plan   | For ASTRO Pool 1 contractors and those contractors specifically identified, annually, beginning one year from the date of the ASTRO Notice to Proceed |

### F.5 CONTRACTOR PERFORMANCE

Contractor performance information is relevant information, for future source selection purposes, regarding a contractor’s actions under a previously awarded contract. It includes, for example, the contractor’s record of conforming to contract requirements and to standards of good workmanship; record of forecasting and controlling costs; adherence to contract schedules, including the administrative aspects of performance; history of reasonable and cooperative behavior and commitment to customer satisfaction; reporting into required databases; record of integrity and business ethics; and business-like concern for the interest of the customer.

The Master Contract requires use of the Contractor Performance Assessment Reporting System (CPARS) modules as the secure, confidential, information management tool to facilitate the performance evaluation process for both the Master Contract and task orders awarded under the Master Contract located at <http://www.cpars.gov>.

The Corporate ASTRO Contract Manager (CACM) shall serve as a primary contact and be authorized access to the evaluation for review and comment for the Master Contract. The CACM shall respond promptly to Past Performance evaluations as documented by the ASTRO CO. The CACM shall identify an alternate contact that will be responsible for notifying the ASTRO CO in the event the primary contact is unavailable to process evaluations within the required 30-day time frame.

Evaluations of contractor performance will be provided to the contractor as soon as practicable after completion of the evaluation. Contractors will be given a minimum of 30 days to submit comments, rebutting statements, or additional information.

Copies of the evaluations, contractor responses, and review comments, if any, will be retained as part of the task order file, which may be used by Federal agencies to support future award decisions.

#### F.5.1 MASTER CONTRACT CPARS

Evaluation factors for CPARS include Technical, Cost Control, Schedule/Timeliness, Management/Business Relations, Small Business Subcontracting, and Other. For the purposes of the Master Contract, Technical and Cost Control will not be rated. Other will only be rated if applicable.

For the Master Contract, the following ratings will be evaluated:

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## SECTION F – DELIVERIES OR PERFORMANCE

- a. Schedule/Timeliness: This factor will be rated on the timeliness of meeting the reporting standards in Section F.4.
- b. Management/Business Relations: This factor will be rated on the quality and responsiveness of the duties performed by both the CACM and Corporate ASTRO Program Manager (CAPM) (See Section G.3.1.1.1).
- c. Small Business Subcontracting: This factor will be rated on whether or not the contractor has met its small business subcontracting goals (See Section G.3.1.11).
- d. Other: This factor will only be rated if applicable (e.g., trafficking violations, tax delinquency, suspension and debarments, dormant status, or off-ramping).

The ASTRO CO will conduct CPAR evaluations annually during the performance period ending September 30<sup>th</sup> of each year.

### F.5.2 TASK ORDER CPARS

The ASTRO CO does not administer or evaluate task order performance. It is the sole responsibility of the OCO using the process and criteria set forth in CPARS. OCOs shall use CPARS for task orders awarded under the Master Contract, if applicable. CPARS may not be required for certain requirements like classified work and intelligence. If a customer agency's policy requires an alternative Past Performance assessment reporting system for a specific task order, the alternative reporting system takes precedence over CPARS.

At a minimum, the OCO will be responsible for evaluating final contractor performance upon task order completion. Interim performance evaluations may be conducted as prescribed by the ordering agency's policies.

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## SECTION G – CONTRACT ADMINISTRATION DATA

### G.1 BACKGROUND

This section provides roles, responsibilities, and contract administration requirements for the Master Contract.

Clauses, provisions, and other terms and conditions regarding task order administration will be designated by the OCO at the task order level.

### G.2 ROLES AND RESPONSIBILITIES OF GOVERNMENT KEY PERSONNEL

This section describes the roles and responsibilities of Government and contractor personnel.

The current Point of Contact (POC) information for the Government's ASTRO Program Manager and CO, the CAPM and CACM, and other duly authorized representatives for the Master Contract will be maintained in the ASP.

#### G.2.1 ASTRO GOVERNMENT KEY PERSONNEL

The Government Key Personnel for the ASTRO program are the ASTRO Program Manager (PM), ASTRO CO, and ASTRO Ombudsman.

##### G.2.1.1 ASTRO PROGRAM MANAGER

The ASTRO PM is the primary Government official who performs various programmatic functions with contractors and customers for the overall success of the ASTRO program.

##### G.2.1.2 ASTRO CONTRACTING OFFICER

The ASTRO CO is the sole Government official with authority to interpret, administer, and/or modify the terms and conditions of the Master Contract.

The ASTRO CO may delegate routine administrative functions to an authorized representative to assist on matters related to the Master Contract's terms and conditions and monitoring contractor's performance.

##### G.2.1.3 ASTRO OMBUDSMAN

If a contractor has a pre-award or post-award complaint at the task order level, it is encouraged that the contractor initially consult with the ASTRO CO. In the case that the contractor is not satisfied with the resolution of the complaint by the ASTRO CO, the contractor may follow the procedures outlined in the General Services Administration Acquisition Regulation (GSAR) 552.216-74 as follows:

GSAR 552.216-74 GSA Task-Order and Delivery-Order Ombudsman (Jan 2017)

- (a) GSA has designated a Task-Order and Delivery-Order Ombudsman who will review complaints from contractors and ensure that they are afforded a fair opportunity for consideration in the award of task or delivery orders under Indefinite Delivery/Indefinite Quantity (ID/IQ) contracts, consistent with the procedures in the contract. Written complaints shall be submitted to the Ombudsman, with a copy to the CO.
- (b) In the case that the contractor is not satisfied with the resolution of the complaint by the GSA Task-Order and Delivery-Order Ombudsman, the contractor may follow the procedures outlined in subpart 33.1.

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- (c) The GSA Task-Order and Delivery-Order Ombudsman is located at the GSA, Office of Government-wide Policy (OGP), Office of Acquisition Policy (MV). Contact information for the GSA Task-Order and Delivery-Order Ombudsman can be found at: <http://www.gsa.gov/ombudsman>.

### G.2.2 TASK ORDER KEY PERSONNEL

The Key Personnel for pre-award and post-award administration of task orders under the Master Contract is the OCO and the OCO's appointed Contracting Officer Representative (COR) or Contracting Officer Technical Representative (COTR).

#### G.2.2.1 ORDERING CONTRACTING OFFICER (OCO)

The OCO for each task order is the sole and exclusive Government official with authority to solicit, award, administer, and/or modify a task order under the Master Contract.

On a case by case basis, a warranted CO, as defined in FAR Subpart 2.101, may request a DPA from the ASTRO Program Office. Only if a DPA is granted from the ASTRO CO may a non-FEDSIM OCO solicit and award a task order under the Master Contract.

The OCO is encouraged to contact the ASTRO Program Office for any task order assistance including the following:

- a. Training on the ASTRO program and ordering procedures.
- b. Task order scope compliance with the Master Contract.
- c. Task order solicitation development.
- d. Assistance on disputes, claims, or protests at the task order level.
- e. Contractor performance issues at the task order level.

OCO duties include:

- a. Complying with the scope, terms and conditions of the Master Contract, ordering procedures outlined in the ASTRO ordering guide, FAR Subpart 16.505, and other regulatory supplements.
- b. Identifying the proper Pool, commercial or non-commercial items, contract type(s), terms and conditions, and clauses and provisions applicable to the task order solicitation and award.
- c. Allowing a reasonable time for fair opportunity proposal submission.
- d. Resolving any performance issues, disputes, claims, or protests at the task order level.
- e. Responding to all Freedom of Information Act (FOIA), Congressional, Inspector General, Small Business Administration, and/or the General Accountability Office requests for task order information.
- f. Entering task order performance evaluation in the CPARS, if applicable.
- g. Entering task order award data in the Federal Procurement Data System – Next Generation (FPDS-NG) upon task order award, if applicable.
- h. Closing out task orders in a timely manner.

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## SECTION G – CONTRACT ADMINISTRATION DATA

### G.2.2.2 CONTRACTING OFFICER’S REPRESENTATIVE

The OCO for each task order may designate a COR or COTR to perform specific administrative or technical functions.

The specific rights and responsibilities of the COR or COTR for each task order shall be described in writing, which upon request, shall be provided to the contractor.

### G.3 CONTRACT ADMINISTRATION REQUIREMENTS

This section describes all the administration requirements for the entire duration of the Master Contract.

#### Master Contract G.3.1 GENERAL ADMINISTRATION REQUIREMENTS

General administration requirements are required administration duties of the Master Contract. All contractor information will be maintained and reported in the ASP.

##### G.3.1.1 CONTRACTOR KEY PERSONNEL

The Key Personnel for the contractor’s ASTRO program are the CAPM and the CACM. Additional Key Personnel requirements may be designated by the OCO at the task order level.

The contractor shall assign a CAPM and a CACM as contractor Key Personnel to represent the contractor as primary POCs to resolve issues and perform administrative duties and other functions that may arise relating to the Master Contract, including task orders solicited and awarded. The contractor shall ensure that the ASTRO CO has current POC information for both the CAPM and CACM.

There are no minimum qualification requirements established for the CAPM and CACM. The CAPM and CACM do not have to be full-time positions; however, the CAPM and CACM are expected to be fully proficient in the performance of their duties. All costs associated with CAPM and CACM duties shall be handled in accordance with the contractor’s standard accounting practices; however, no costs for CAPM and CACM duties may be billed directly to the ASTRO Program Office.

##### G.3.1.1.1 CORPORATE ASTRO PROGRAM MANAGER (CAPM)

The contractor’s corporate management structure shall guarantee senior, high-level, program management of the ASTRO Program, including a CAPM to represent the company in all ASTRO program related matters.

CAPM duties include:

- a. Providing a cohesive partnership between the contractor, ASTRO Program Manager, and Federal agency customers to identify and achieve reciprocal goals, with effective and efficient customer-focused service, in accordance with the terms of the Master Contract.
- b. Advising and assisting current and potential Federal agency customers regarding the technical scope of the Master Contract and the overall attributes of the ASTRO Program.
- c. Attending all ASTRO PMR meetings and other ASTRO meetings as scheduled.

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### G.3.1.1.2 CORPORATE ASTRO CONTRACT MANAGER (CACM)

The contractor's corporate management structure shall guarantee senior, high-level, contract management of the ASTRO Program, including a CACM to represent the company in all ASTRO related matters.

CACM duties include:

- a. Ensuring that all contract administration functions and reporting information required under the Master Contract is provided accurately, thoroughly, and timely.
- b. Addressing all performance issues related to the Master Contract.
- c. Attending all ASTRO and ASTRO PMR meetings as scheduled.

### G.3.1.2 CONTRACTOR SELF-ASSESSMENT (CSA)

The CSA is a status update for all systems and certifications that were claimed in the proposal submission. The purpose of the CSA is to keep contractor data up to date. The CACM shall submit the CSA to the ASTRO CO using the ASP.

### G.3.1.3 APPROVED ACCOUNTING SYSTEM

The contractor shall maintain an approved accounting system, as approved by the cognizant ACO of the DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract. An approved accounting system provides for the proper segregation, identification, accumulation, and allocation of direct and indirect costs for Government procurements and is mandatory for the entire duration of the Master Contract.

Only those contractors that maintain an approved accounting system shall be eligible for Cost Reimbursement (all types) or Non-Commercial T&M/LH task order solicitations and awards. Approved accounting systems do not apply to task orders for the acquisition of commercial items or when the task orders are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

### G.3.1.4 COST ACCOUNTING STANDARDS (CAS)

If applicable, the contractor shall maintain CAS coverage as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract. CAS are a set of 19 standards and rules promulgated by the Government for use in determining costs on procurements and for contractors to disclose in writing and follow consistently in their cost accounting practices.

The contractor and its subcontractors (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), may be subject to full CAS coverage, which requires all 19 standards; modified CAS coverage, which requires Standards 401, 402, 405, and 406; or be exempt from CAS coverage under 48 CFR 9903.201-1 and 48 CFR 9903.201-2.

A contractor under coverage is not subject to a standard where it does not apply. CAS does not apply to task orders for the acquisition of commercial items or when the task orders are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

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### G.3.1.5 INSURANCE

The insurance coverage specified in FAR Subpart 28.3 is the minimum insurance coverage required for the entire duration of the Master Contract. If a task order does not specify any insurance coverage amounts, the minimum insurance requirements in FAR Subpart 28.3 shall apply.

The OCO may require additional insurance coverage or higher limits specific to a task order awarded under the Master Contract. OCOs shall tailor insurance coverage clauses, provisions, and other applicable terms and conditions specific to each task order's contract type, solicitation, and award.

The contractor shall acquire and maintain insurance coverage for each Pool in which it has an award. The contractor shall retain copies of ACORD Form 25, Certificate of Liability, for each Pool awarded under the Master Contract and the certificate shall be made available upon request of the ASTRO CO.

### G.3.1.6 FEDERAL AWARDEE PERFORMANCE AND INTEGRITY INFORMATION SYSTEM (FAPIIS)

Subject to FAR 9.104-6, Federal Awardee Performance and Integrity Information System, and FAR 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters, the contractor shall update responsibility matters in FAPIIS, including criminal, civil, and administrative proceedings in connection with Federal awards; suspensions and debarments; administrative agreements issued in lieu of suspension or debarment; non-responsibility determinations; contract terminations for fault; defective pricing determinations; and Past Performance evaluations.

### G.3.1.7 EMPLOYMENT REPORTS ON VETERANS

Subject to FAR 22.1306, Department of Labor Notices and Reports, and FAR 52.222-37, Employment Reports on Veterans, the contractor shall report veteran employment and hiring data annually to the DoL by filing a VETS-4212, Federal Contractor Veterans' Employment Report.

### G.3.1.8 EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS REPORT

Subject to FAR 4.14 and FAR 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards, the contractor shall report executive compensation and first-tier subcontract awards in the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS).

### G.3.1.9 POST AWARD SMALL BUSINESS PROGRAM RE-REPRESENTATION

Subject to FAR 52.219-28, Post-Award Small Business Program Re-representation, if a contractor represented that it was a small business concern prior to award of a given Pool under the Master Contract, the contractor shall re-represent its size status upon the occurrence of any of the following:

- a. Within 30 days after execution of a novation agreement.

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- b. Within 30 days after a merger or acquisition that does not require a novation.
- c. Within 60 to 120 days prior to the end of the fifth year of the contract.

For each Pool the contractor has an award, the contractor shall re-represent its size status in accordance with the size standard in effect at the time of this re-representation that corresponds to the NAICS code assigned to the Pool(s) that corresponds to the contractor's Master Contract.

The contractor shall make the re-representation required by this section as follows:

- (1) By validating or updating all its representations in the Representations and Certifications section of the System for Award Management (SAM) at [www.sam.gov](http://www.sam.gov) and its other data in SAM, as necessary, to ensure that they reflect the contractor's current status. The contractor shall notify the ASTRO CO in writing within the timeframes specified above that the data has been validated or updated, and provide the date of the validation or update.
- (2) If the contractor does not have representations and certifications in SAM, or does not have a representation in SAM for the NAICS code applicable to the Master Contract, the contractor is required to complete the following re-representation and submit it to the ASTRO CO in writing, along with the contract number(s) and the date on which the re-representation was completed using the format below:

The contractor represents that it  is,  is not, a small business concern under NAICS code \_\_\_\_\_ assigned to contract number \_\_\_\_\_ for Pool name \_\_\_\_\_.

*[Contractor to sign and date and insert authorized signer's name and title]*

|                   |  |
|-------------------|--|
| Point of Contact: |  |
| Title:            |  |
| Date:             |  |
| Signature:        |  |

### G.3.1.10 MERGERS, ACQUISITIONS, NOVATIONS, AND CHANGE-OF-NAME AGREEMENTS

In accordance with GSAM 542.12 and FAR 42.12, if a contractor merges, is acquired, or recognizes a successor in interest to Government contracts when contractor assets are transferred; or, recognizes a change in a contractor's name; or, executes novation agreements and change-of-name agreements by a CO other than the ASTRO CO, the contractor shall notify the ASTRO CO and provide a copy of the novation or other any other agreement that changes the status of the contractor.

Title 41 U.S.C. 6305 prohibits the transfer of Government contracts from an awardee to a third party. However, the Government may, when in its interest, novate an awardee's contract to a third party when there is a transfer of all of the awardee's assets or the entire portion of the assets involved in the performance of the Master Contract. In a services contract, assets are generally defined as personnel performing work under the contract being transferred. For companies with task order awards, assets refer to all of the personnel performing those task orders as well as the personnel performing at the Master Contract level (e.g., the CACM and CAPM). For companies

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without task order awards, assets mean personnel performing at the Master Contract level only (e.g., the CACM and CAPM).

For a novation to be approved by the ASTRO CO, the following elements shall occur:

- a. The company shall first submit a proposal to the ASTRO CO under the most recent solicitation of the Master Contract.
- b. The proposal shall achieve an evaluated numerical score that is equal to or higher than the lowest evaluated numerical score in the Pool being applied for at the time of the original Master Contract awards.
- c. The company shall submit a novation agreement with all the required legal elements in accordance with GSAM 542.12 and FAR 42.12.
- d. The novation agreement shall include the transfer of personnel performing work under the Master Contract and any awarded task orders, as applicable.
- e. The novation agreement shall be determined by the ASTRO CO to be in the best interest of the Government.
- f. If a company, including affiliates, divisions, or subsidiaries already has a Master Contract within the same Pool, one of the companies shall be put in Dormant Status in accordance with Section H.10.

### G.3.1.11 INDIVIDUAL SUBCONTRACTING PLAN(S)

In accordance with GSAM 519.7 and FAR 19.7, for other than small business concerns, the contractor shall comply with its approved subcontracting plan for each Pool the contractor has an award. The contractor shall maintain an acceptable individual subcontracting plan for each Pool, as awarded, for the entire duration of the Pool(s). The contractor may or may not have received an evaluation scoring credit for small business subcontracting goals proposed on an individual subcontracting plan by Pool; however, the contractor shall meet or exceed the small business subcontracting goal, as proposed by Pool, for each reporting period under the Pool(s).

An individual subcontracting plan means a subcontracting plan specific to each Pool awarded under the Master Contract and covers the entire five-year ordering period and one, five-year option period, and it has goals that are based on the contractor's planned subcontracting in support of each Pool awarded under the Master Contract. Each individual subcontracting plan shall ensure that small businesses, Small Disadvantage Businesses (SDB), Women-Owned Small Businesses (WOSB), Historically Under-utilized Business Zones (HUBZone), Veteran-Owned Small Businesses (VOSB), and Service-Disabled Veteran-Owned Small Businesses (SDVOSB) are provided the maximum practicable opportunity to participate as subcontractors (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), at the task order level.

The US General Services Administration, and Other Federal Agencies given Delegation of Procurement Authority, are committed to ensuring maximum practicable opportunity is provided to small business concerns to participate in the performance of this contract consistent with its efficient performance. GSA expects any individual small business subcontracting plan submitted pursuant to FAR Clause 52.219-9, Small Business Subcontracting Plan, to reflect this commitment. Consequently, an offeror, other than a small business concern, before being awarded an ASTRO contract, shall demonstrate that its subcontracting plan represents a creative and innovative program for involving small, HUBZone, disadvantaged, women owned, veteran-

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owned, and service-disabled veteran owned concerns as subcontractors in the performance of this contract. (a) The Individual Small Business Subcontracting Plan, is made a part of this contract. The Contractor shall provide a signed copy of the Master Contract Individual Small Business Subcontracting Plan to the ASTRO OCO, whenever requested by the OCO. (b) The Individual Small Business Subcontracting Plan covers the Base Period of five (5) years and the option term for an additional five (5) years. (c) Compliance with the Individual Small Business Subcontracting Plan will be addressed via the Contractor Performance Assessment Reporting System (CPARS).

### **G.3.1.11.1 Minimum Subcontracting Goals**

Because of the size, scope, and magnitude of this acquisition, the government anticipates substantial subcontracting opportunities for small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. The Contractor shall maintain a Subcontracting Plan pursuant to FAR Clause 52.219-9, Individual Subcontracting Plan, in accordance with the Master Contract. Small Business Subcontracting Goals Category (% of Planned Subcontracted Dollars) Total Small Business 23; Small Disadvantaged Business 5; Woman-owned Small Business 5 HUBZone Small Business 3 Veteran-owned Small Business 3 Service-disabled Veteran-owned Small Business 3 NOTE: The goals are expressed as a percentage of planned subcontracted dollars, and not contracting ceiling. The small business subcontracting goals are an aggregate of potential subcontracted dollars for Task Order(s) that a Contractor plans to receive under the ASTRO, and not to the aggregate Master Contract ceiling value. Small Business subcontracting goal achievement for the Master Contract is assessed annually and performance ratings will be based exclusively on the goal percentages submitted as part of the offerors Subcontracting Plan.

### **G.3.1.11.2 Subcontracting Reports**

Per FAR 52.219-9(d) (10), Contractors submitting Individual Subcontracting Plans are required to: (a) Cooperate in any studies or surveys as may be required; (b) Submit periodic reports, which show compliance with their subcontracting plan; (c) Submit Individual Subcontracting Reports (ISRs) and Summary Subcontracting Reports (SSRs); (d) Ensure that subcontractors with subcontracting plans agree to submit their ISR and SSR if required. The ISR covers subcontract award data related to this Master Contract and shall be submitted semi-annually till last Task Order completion. The SSR encompasses all Contracts with GSA and is submitted annually. The ISR and SSR shall be submitted electronically via the Electronic Subcontract Reporting System (eSRS) at [www.esrs.gov](http://www.esrs.gov) and must be received within the date specified in this Master Contract. Reports are due, regardless of whether there has been any subcontracting activity since contract inception or since time of previous report submission. Notes: Individual Subcontracting Reports shall reflect the subcontracting dollars on a PAYMENT basis only. The Payment Basis is the process of capturing subcontract dollars no sooner than the time a contractor pays the subcontractor's invoices. This Payment Basis reporting method must be used for the entire contract term. Entering subcontracting dollars into the Government's Electronic Subcontracting Reporting System (eSRS) on a Commitment Basis is not permitted. (A Commitment Basis, which is not allowed for this Master Contract, is the process of capturing subcontract dollars when the Contractor executes the subcontract award documents). The

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Contractor shall ensure that their entries in the column “Current Goal: Percentage of Total Subcontract Awards”, is the negotiated percentages as cited in the Individual Subcontracting Plan goals. If the Contractor does not meet the Master Contract Small Business Subcontracting Goals, they shall provide a succinct description of how goals will be achieved in the “Remarks” section of the form. Summary Subcontracting Reports If the Contractor is using the Parent DUNS when reporting, the awardee’s DUNS number shall be cited in the “Remarks” section of the form, if different than the Parent DUNS. The Contractor shall list their entire GSA contract numbers associated with the reported dollars in the “Remarks” section of the form. NonGSA contract numbers shall not be reported with the GSA contract numbers. Both Individual Subcontracting Reports and Summary Subcontracting Reports Contractors shall reference the GSA Agency Code 4732. Contractors shall include the astro@gsa.gov email address in Government Email section of the form.

For each Pool in which the contractor has an award and approved subcontracting plan, the contractor shall submit Individual Subcontract Reports (ISR) for each individual subcontracting plan and a Summary Subcontract Reports (SSR) for all subcontract activity with GSA using the web-based electronic Subcontracting Reporting System (eSRS) at <http://www.esrs.gov>. The eSRS will serve as the sole secure and confidential information management tool to manage and evaluate subcontracting goal performance for the duration of the Master Contract.

Each individual subcontracting plan is incorporated into the Master Contract. Contractors are obligated to meet or exceed the small business and socio-economic goals under the individual subcontracting plan for each Pool. When a contractor does not meet any one or more of its subcontracting goals for a given reporting period, the contractor shall explain in writing the rationale for not meeting the goals in the comments section of the ISR and/or SSR in eSRS.

In accordance with 15 U.S.C. 637(d)(8), any contractor or subcontractor failing to comply in good faith with the requirements of the subcontracting plan is in material breach of its contract. Furthermore, 15 U.S.C. 637(d)(4)(F) directs that a contractor’s failure to make a good faith effort shall result in the imposition of liquidated damages pursuant to FAR 52.219-16, Liquidated Damages-Subcontracting Plan.

### **G.3.1.12 APPROVED PURCHASING SYSTEM**

If initial proposal points were claimed for this scoring element, the Contractor shall maintain a purchasing system, as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, under a formal Contractor Purchasing System Review (CPSR), for the entire duration of the Pool(s).

Approved purchasing systems provide for efficiency and effectiveness with which the Contractor spends Government funds and complies with Government policy when subcontracting.

Advance notification requirements for subcontracting and consent to subcontract are not required when a Contractor has an approved purchasing system unless otherwise requested by the OCO on an individual task order, task orders with no subcontracting possibilities, or task orders for the acquisition of commercial items.

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### **G.3.1.13 FPRAs, FORWARD PRICING RATE RECOMMENDATIONS (FPRRs), AND/OR PROVISIONAL BILLING RATES**

If initial proposal points were claimed for this scoring element, the contractor shall maintain PBRs, FPRAs, and/or FPRRs, as approved by the cognizant ACO of the DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract.

- a. PBRs are indirect cost rates established temporarily for interim reimbursement of incurred indirect costs and adjusted, as necessary, pending establishment of final indirect cost rates.
- b. FPRA is an agreement between a contractor and a Government agency in which certain indirect rates are established for a specified period of time.
- c. FPRR means rates set unilaterally by the DCMA ACO or other CFA for use by the Government in negotiations or other contract actions when FPRA negotiations have not been completed or when the contractor will not agree to a FPRA.

PBRs, FPRAs, or FPRRs, will not be disclosed by the ASTRO CO to any unauthorized person. Only an OCO with a specific need to know will have access to this information upon request. PBRs, FPRAs, or FPRRs do not apply to task orders for the acquisition of commercial items or when the task orders are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

### **G.3.1.14 EARNED VALUE MANAGEMENT SYSTEM (EVMS)**

EVMS means a project management tool that effectively integrates the project scope of work with cost, schedule, and performance elements for optimum project planning and control. The qualities and operating characteristics of EVMS are described in American National Standards Institute/Electronics Industries Alliance (ANSI/EIA) Standard-748.

If initial proposal points were claimed for this scoring element, the contractor shall maintain an EVMS, as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract. EVMS does not apply to task orders for the acquisition of commercial items.

### **G.3.1.15 PROPERTY MANAGEMENT SYSTEM**

An approved property management system provides for internal controls to manage, control, use, preserve, protect, repair, and maintain Government property in its possession. An approved property management system does not apply to task orders for the acquisition of commercial items.

If initial proposal points were claimed for this scoring element, the contractor shall maintain a property management system, as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, under a formal Property Management Systems Analysis (PMSA), for the entire duration of the Master Contract.

### **G.3.1.16 MATERIAL MANAGEMENT AND ACCOUNTING SYSTEM (MMAS)**

An MMAS provides for planning, controlling, and accounting for the acquisition, use, issuing, and disposition of material. An MMAS may be manual or automated; it may be a stand-alone system or integrated with planning, engineering, estimating, purchasing, inventory,

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accounting, or other systems. MMAS does not apply to task orders for the acquisition of commercial items.

If initial proposal points were claimed for this scoring element, the contractor shall maintain an MMAS, as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract.

### **G.3.1.17 COST ESTIMATING SYSTEM**

An approved cost estimating system is:

- a. Maintained, reliable, and consistently applied.
- b. Verifiable, supportable, documented, and timely in providing cost estimates that are an acceptable basis for negotiation of fair and reasonable prices.
- c. Consistent with and integrated with the contractor's related management systems.
- d. Subject to applicable financial control systems

Approved estimating systems do not apply to task orders for the acquisition of commercial items or when the task orders are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

If initial proposal points were claimed for this scoring element, the contractor shall maintain a cost estimating system, as approved by the cognizant ACO of DCMA or other CFA and validated by the ASTRO CO, for the entire duration of the Master Contract.

### **G.3.1.18 SERVICE CONTRACT REPORTING REQUIREMENTS FOR INDEFINITE DELIVERY CONTRACTS**

In accordance with the clause 52.204-15, contractors shall provide a report to the ASTRO CO, via the ASP, for Indefinite Delivery contracts. This report shall be delivered annually by no later than October 15th. This clause and associated report are NOT required for actions entirely funded by DoD, contracts awarded with a generic entity identifier, or in classified solicitations, contracts, or orders.

### **G.3.1.19 SUPPLY CHAIN RISK MANAGEMENT (SCRM)**

Annually, each contractor shall re-certify that it is in compliance with FAR clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020).

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## SECTION H – SPECIAL CONTRACT REQUIREMENTS

### H.1 BACKGROUND

This section provides special contract requirements for the Master Contract. Clauses, provisions and other terms and conditions regarding special contract requirements will be designated by the OCO at the task order level.

GSA is specifically authorized to procure on behalf of the Federal Government, DoD, and other Federal agencies under the Federal Property and Administrative Services Act (40 U.S.C. 501). In accordance with FAR 17.502-2(b) and 40 U.S.C. 501, the Economy Act does not apply to task orders awarded under the Master Contract.

The Master Contract is awarded and administered by GSA, FAS, AAS, FEDSIM, ASTRO Program Office. Task orders are solicited, awarded, and administered by FEDSIM and those COs possessing a DPA issued by the ASTRO Program Office.

### H.2 OBSERVANCE OF FEDERAL HOLIDAYS

Contractors shall observe Federal holidays and other days identified in this section unless otherwise indicated in individual task orders. The Government observes the following days as holidays:

- a. New Year's Day
- b. Birthday of Martin Luther King Jr.
- c. Washington's Birthday
- d. Memorial Day
- e. Independence Day
- f. Labor Day
- g. Columbus Day
- h. Veterans Day
- i. Thanksgiving Day
- j. Christmas Day

In addition to the days designated as holidays, the Government may also observe any day designated by Federal Statute, Executive Order, or President's Proclamation.

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## SECTION H – SPECIAL CONTRACT REQUIREMENTS

### H.3 POOL SELECTION

The Pools of ASTRO are functional Pools. OCOs shall select the appropriate Pool for task order solicitation based upon the preponderance of work in the requirement being solicited. While requirements may contain functional elements that overlap multiple Pools, only a single Pool will be solicited for any single requirement. While a representative NAICS code is assigned to each Pool, the NAICS code does not limit the kind of work that can be performed in the Pool. For example, R&D for nanotechnology can be performed in the ASTRO Research Pool because it fits within the function of the Pool. The same would apply to all of the R&D exceptions, even though a different NAICS code would usually apply. See Section B.2 for a table providing the Pool Name, functional description, NAICS code assignment, and associated small business size standard assignments for each Pool.

### H.4 HSPD-12

When a contractor or its subcontractors (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), are required to physically access a Federally-controlled facility or access a Federal information system, the contractor shall comply with agency personal identity verification procedures in task orders that implement Homeland Security Presidential Directives-12 (HSPD-12).

### H.5 SUSTAINABILITY

In accordance with GSAM 523.1 and FAR Part 23, the Master Contract seeks to benefit from the use of sustainable management practices by contractors by ensuring that new task order actions for the supply of products and acquisition of services require that the products are Energy-efficient (ENERGY STAR® or Federal Energy Management Program (FEMP)-designated, water-efficient, biobased, environmentally preferable (e.g., EPEAT®-registered, or non-toxic or less toxic alternatives), mon-ozone depleting, or made with recovered materials.

Public disclosures of environmental impacts and sustainable management practices have been associated with increased operational efficiency, lower overhead costs, and reduced supply chain and other business risks for disclosing companies. These disclosures can help ASTRO customers understand the major environmental impacts of procured products and services, familiarize themselves with the available strategies for reducing these impacts, and design projects and task order requirements that incorporate these strategies.

GSA encourages contractors to provide the location(s) (Internet URL(s)) of one or more sources of publicly available information regarding its company-wide environmental impacts and sustainable management practices (sustainability disclosures) on the contractor's webpage. In making sustainability disclosures, the contractor is requested to utilize existing, widely recognized, third-party sustainability reporting portals and services such as the Global Reporting Initiative (GRI) Sustainability Disclosure Database (database of Corporate Social Responsibility (CSR) reports) and the Carbon Disclosure Project (CDP) Climate Change and Water Disclosure Questionnaires. Additionally, it is strongly encouraged that all sustainability disclosures be kept up-to-date and accurate.

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## SECTION H – SPECIAL CONTRACT REQUIREMENTS

### H.6 PROPRIETARY SOLUTIONS

Contractors are discouraged from proposing proprietary solutions in response to task order requirements that necessitate the contractor's proprietary process, system, maintenance, and/or solution that would prevent competition at a future point or require sustained and non-competitive support.

If a proprietary solution is proposed by a contractor for a given task order requirement, the contractor shall mark its proposal accordingly and clearly notify the OCO of all limitations and costs associated with the proprietary solution.

### H.7 TASK ORDER PERSONNEL

The contractor shall provide fully trained and experienced personnel required for performance under task orders awarded under the Master Contract. The contractor shall train contractor personnel, at its own expense, except when the OCO has given prior approval for specific training to meet special requirements that are peculiar to a particular task order.

Except as otherwise provided in an individual task order, the contractor shall, at its own expense, be responsible for obtaining any and all licenses, certifications, authorizations, approvals, and permits and for complying with any applicable Federal, national, state, and municipal laws, codes, regulations, and any applicable foreign work permits, authorizations, and/or visas in connection with the performance of any applicable task order issued under the Master Contract.

#### H.7.1 SECURITY CLEARANCES

Security clearances for contractor employees, including subcontractor employees, may require Confidential, Secret, Top Secret, Agency-Specific Clearances, and/or Special Background Investigations for Sensitive Compartmented Information or Special Access Programs. In such cases, the contractor, at its own expense, is responsible for providing and maintaining personnel with the appropriate security clearances to ensure compliance with Government security regulations as specified in the individual task order. Task orders containing classified work may also include a Contract Security Classification Specification, (i.e., DD Form 254 or civilian agency equivalent). The contractor shall fully cooperate on all security checks and investigations by furnishing requested information to verify the contractor employee's trustworthiness and suitability for the position.

The Government has full and complete control over granting, denying, withholding or terminating security clearances for employees. The granting of a clearance shall not prevent, preclude, or bar the withdrawal or termination of any such clearance by the Government. All necessary facility and employee security clearances shall be at the expense of the contractor. In some cases, Government offices that conduct background investigations do not have a means for accepting direct compensation from contractors and instead charge customer agencies for the background investigations. In these cases, the contractor shall be flexible in establishing ways of reimbursing the Government for these expenses. The individual task order should specify the terms and conditions for reimbursement, if any, for obtaining security clearances.

#### H.7.2 ETHICS AND CONDUCT

The Master Contract is strictly a non-personal services contract, which means the personnel rendering the services under awarded task orders are not subject, either by the contract's terms or

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by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees.

The contractor shall not supervise, direct, or control the activities of Government personnel or the employee of any other contractor. The Government will not exercise any supervision or control over the contractor in the performance of contractual services. The contractor is accountable to the Government for the actions of its personnel.

Contractor employees shall not represent themselves as Government employees, agents, or representatives or state orally or in writing at any time that they are acting on behalf of the Government. In all communications with third parties, the contractor shall ensure that all contractor employees identify themselves as contractor employees and identify the name of the company for which they work and shall not carry out any direction that violates the terms and conditions of the Master Contract and task order.

The contractor shall not discuss with unauthorized persons any information obtained in the performance of work under a task order, conduct business other than that which is covered by the task order, conduct business not directly related to the task order on Government premises, use Government computer systems and/or other Government facilities for company or personal business, recruit on Government premises, or otherwise act to disrupt official Government business.

The contractor shall ensure that all of its employees, including subcontractor employees, are informed of the substance of this contractual requirement. If a contractor believes any action or communication has been given that would create a business ethic or conduct violation, the contractor shall notify the OCO and ASTRO CO immediately of this communication or action.

### H.7.3 CONFLICTS OF INTEREST

An ASTRO Prime contractor may be a subcontractor (for clarity, see FAR Part 42 - *Subcontractor* means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.), to another ASTRO Prime contractor on task orders solicited and awarded under the Master Contract; however, the OCO may require that the contractor sign an Organizational Conflict of Interest (OCI) Statement.

All contractor personnel (including subcontractors and consultants) who will be personally and substantially involved in the performance of any task order issued under the Master Contract, which requires the contractor to act on behalf of, or provide advice with respect to, any phase of an agency procurement, shall execute and submit an "Employee/Contractor Non-Disclosure Agreement" Form. The OCO will provide the appropriate nondisclosure form specific to the task order. This form shall be required prior to the commencement of any work and whenever replacement personnel are proposed under an ongoing task order.

The contractor shall be responsible for identifying and preventing personal conflicts of interest of their employees. The contractor shall prohibit employees who have access to non-public information from using that information for personal gain.

In the event that a task order requires activity that would create an actual or potential conflict of interest, the contractor shall immediately notify the OCO of the conflict, submit a plan for mitigation, and not commence work until specifically notified by the OCO to proceed; or, identify the conflict and recommend to the OCO an alternate approach to avoid the conflict. The

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OCO will review the information provided by the contractor and make a determination whether to proceed with the task order and process a request for waiver, if necessary.

### H.7.4 COOPERATION WITH OTHER CONTRACTORS ON GOVERNMENT SITES

The Government may undertake or award other contracts or task orders for work at or in close proximity to the site of the work under the Master Contract. The contractor shall fully cooperate with the other contractors and with Government employees and shall carefully adapt scheduling and performing the work under the Master Contract to accommodate the working environment, heeding any direction that may be provided by the OCO. The contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or by Government employees.

### H.8 GOVERNMENT FACILITIES

The contractor shall arrange with the OCO or other designated representative for means of access to premises, delivery and storage of materials and equipment, and use of approaches, corridors, stairways, elevators, and similar matters.

A contractor working in a Government facility shall be responsible for maintaining satisfactory standards of employee competency, conduct, appearance, and integrity and taking disciplinary action with respect to its employees as necessary. The contractor is responsible for ensuring that its employees do not disturb papers on desks, open desk drawers or cabinets, or use Government telephones, except as authorized. Each employee is expected to adhere to standards of behavior that reflect favorably on its employer and the Federal Government.

The contractor shall ensure that all of its employees, including subcontractor employees working under the Master Contract, are informed of the substance of this section.

#### H.8.1 RIGHTS OF INGRESS AND EGRESS

The rights of ingress to, and egress from, Government facilities for the contractor's personnel shall be specified in the task order. Specific Federally-controlled facilities or those areas located within a given facility may have additional security clearance requirements that shall be specified in the task order. During all operations on Government premises, the contractor's personnel shall comply with the rules and regulations governing the facility access policies and the conduct of personnel.

Contractor employees, including subcontractor employees, shall have in their possession, at all times while working, the specific Government-issued identification credential. The identification credential shall be displayed and visible at all times while on Government property. The Government reserves the right to require contractor personnel to sign-in upon entry and sign-out upon departure from the Government facilities. The contractor shall be responsible for ensuring that all identification credentials are returned to the issuing agency when contract employees leave the contract, the task order has been completed, employees leave the company, or employees are dismissed or terminated. In addition, the contractor shall notify the issuing agency whenever employee badges are lost.

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### H.8.2 LEASING OF REAL AND PERSONAL PROPERTY

The Government contemplates that leases may be part of task order solutions offered by the contractor, but the Government, where the contractor's approach includes leasing, shall not be the Lessee. Under no circumstances shall the Government be deemed to have privity-of-contract with the Owner/Lessor of the Leased Items, nor shall the Government be held liable for early Termination/Cancellation damages if the Government decides not to exercise an option period under the TO.

### H.9 ON-RAMPING

The total number of contractors within any given Pool may fluctuate due to novations, acquisitions, and mergers, or the Government's exercise of the off-ramp process. In addition, it is in the Government's best interest to include additional qualified contractors to meet customer requirements and enhance competition at the task order level. The original number of awards (45) in each Pool only applies to the original award process. On-ramps may result in more contractors in a given Pool or all Pools based on the Government's discretion.

Any on-ramping procedure identified below is at the sole discretion of the Government. On-ramping may be performed for any single Pool or multiple Pools at any time during the ordering period of the Master Contract.

If the intent of an on-ramp is to "add" contractors to increase the total number of contractors in a given Pool beyond the original number of awards, the new standard of highest technically rated qualifying offerors will be identified in the solicitation and the highest technically rated qualifying offerors will receive those awards regardless of how their scores compare to the original awardees.

If the intent of an on-ramp is to "replace" contractors removed from a Pool as a result of novations, acquisitions, mergers, or the Government's exercise of the off-ramp process, offerors shall achieve an evaluated numerical score that is equal to or higher than the lowest evaluated numerical score in the Pool at the time of the original Master Contract awards. The lowest evaluated numerical score will be identified in the reopening of the original ASTRO solicitation for any given on-ramped Pool.

The following procedures apply to on-ramping:

- a. An on-ramping notice is published in accordance with FAR Part 5, Publicizing Contract Action.
- b. A re-opening of the ASTRO solicitation will be posted including the representations and certifications, evaluation factors, and scoring methodology materially identical to the original version of the ASTRO solicitation.
- c. The terms and conditions of the on-ramping solicitation will be materially identical to the original version of the Master Contract.
- d. When determined to be in the best interest of the Government, contractors may be required to achieve an evaluated numerical score that is equal to or higher than the lowest evaluated numerical score in the Pool at the time of the original Master Contract awards.
- e. The solicitation will identify the applicable definition of Qualifying Offeror (number of contracts that GSA intends to award).

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- f. The ordering period for the on-ramp awards will be coterminous with the existing ordering period of the original Master Contract awards.

### H.9.1 LATERAL POOL ON-RAMPING

GSA will determine whether it would be in the Government’s best interest to initiate an open season for lateral Pool ramping. Lateral Pool ramping means that existing ASTRO contractors will be eligible to compete for a Pool(s) that they don’t already have an award.

### H.9.2 SUBPOOL ON-RAMPING

GSA will determine whether it would be in the Government’s best interest to initiate an open season to create a subpool within an already established Pool. This may be done in response to customer needs, competition levels, or other factors.

Any contractor already possessing a contract in the affected Pool will automatically be included in the newly formed subpool if the contractor can provide evidence that it has performed as a prime contractor within the function of the new subpool.

New offerors shall compete under the evaluation factors and scoring methodology of the solicitation.

### H.9.3 OPEN SEASON ON-RAMPING

GSA will determine whether it would be in the Government’s best interest to initiate an open season to “replace” or “add” contractors to any given Pool.

### H.10 DORMANT STATUS

GSA is responsible for ensuring performance and compliance with the terms and conditions of the Master Contract and safeguarding the interests of the customer and the American taxpayer. If the ASTRO CO determines that any requirement of ASTRO is not being met then the contractor may be placed into Dormant Status.

Dormant status may be activated for a given ASTRO Pool that a contractor has been awarded or Dormant Status may be activated for all ASTRO Pools a contractor has been awarded. If Dormant Status is activated and the process articulated herein is afforded, the contractor shall not be eligible to participate or compete in any subsequent ASTRO task order solicitations; however, the contractor shall continue performance on previously awarded and active task orders, including the exercise of options and modifications of those active task orders.

Dormant Status is not a Debarment, Suspension, or Ineligibility as defined in FAR Subpart 9.4 or a Termination as defined in FAR Part 49. Dormant Status is a condition that applies to the Master Contract only. Grounds for being placed in Dormant Status are a contractor’s material breach of the Master Contract or any task order, including but not limited to, a pattern of nonperformance; failure to meet the deliverables requirements of the Master Contract; failure to meet small business subcontracting goals; or failure to maintain Government business systems under the Master Contract.

Dormant status will only be imposed after careful consideration of the situation and collaboration with the contractor to resolve the issues. GSA must ensure that contractors receive impartial, fair, and equitable treatment. To place a contractor in Dormant Status, the ASTRO CO shall first send

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a letter, in writing, to the contractor regarding the non-compliance issue. The contractor shall have reasonable time, at the discretion of the ASTRO CO, to provide a remediation plan to correct the deficiencies or to contest the purported factual basis of the deficiencies. If the ASTRO CO is satisfied with the contractor's response, the contractor will not be placed in Dormant Status as long as the contractor successfully follows the remediation plan. If the ASTRO CO is not satisfied with the response, or the remediation plan is not effective, the ASTRO CO may issue a final decision, in writing, placing the contractor in a Dormant Status. The ASTRO CO's final decision may be appealed to the GSA Ombudsman under Alternative Disputes Resolution (ADR), as defined in GSAM 533.214 and FAR Subpart 33.201.

If the ASTRO CO places a contractor in Dormant Status, the contractor may exit Dormant Status by proposing a remediation plan to the ASTRO CO for any existing contracts and successfully following the plan. If the ASTRO CO is not satisfied with the response, or the remediation plan is not effective, the ASTRO CO, at their discretion, may refuse to remove the contractor from Dormant Status.

### H.11 OFF-RAMPING

GSA reserves the unilateral right to Off-Ramp non-performing contractors. Contractors that are Off-Ramped shall have no active task orders under their corresponding Pool at the time of the Off-Ramping. Contractors under more than one Pool may only be off-ramped from the Pool where the non-performing issues have occurred.

Off-ramping methods may result from one of the following conditions:

- a. Permitting the contractor's Pool(s) to expire instead of exercising the First Option Period.
- b. After a contractor is placed in Dormant Status and the contractor has completed all previously awarded task orders under the Master Contract.
- c. Debarment, Suspension, or Ineligibility as defined in FAR Subpart 9.4.
- d. Termination as defined in FAR Part 49.
- e. Failure to meet the standards of performance, deliverables, or compliances.
- f. Taking any other action which may be permitted under the Master Contract's terms and conditions.

### H.12 OPTION TO EXTEND THE TERM

After the initial contract term of five years, the Master Contract has included FAR 52.217-9, Option to Extend the Term of the Contract, for a subsequent contract term of five years.

The purpose of this option is to demonstrate the value it places on quality performance by providing a mechanism for continuing a contractual relationship with a successful contractor performing at a level that meets or exceeds GSA's quality performance expectations.

In recognition of exceptional contract and task order performance during its initial five-year term of performance, the Government will consider exercising a contractor's option for an additional five-year term of performance.

The option determination will be based on the conditions set forth in FAR Subpart 17.207, the overall quality of the contractor's Past Performance under the Master Contract and awarded task

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orders, meeting the deliverable and compliance standards of the Master Contract, and maintaining a strategic partnership between the ASTRO contractors, GSA personnel, and Federal customers to identify and achieve reciprocal goals.

### H.13 CLOSEOUTS

The Master Contracts will be closed out upon the closeout of all task orders awarded under the Master Contract.

The OCO is responsible for closing their task orders under the Master Contract. Task order closeout will be accomplished within the procedures set forth in FAR Part 4, Administrative Matters, and FAR Part 42, Contract Administration and Audit Services.

The OCO is encouraged to utilize FAR Subpart 42.708, Quick-Closeout Procedures, to the maximum extent practicable. The OCO has the authority to negotiate settlement of indirect costs in advance of the determination of final indirect cost rates if the task order is physically complete and the amount of unsettled indirect cost to be allocated to the task order is relatively insignificant. A determination of final indirect costs under quick-closeout procedures shall be final for the task order it covers and no adjustment shall be made to other task orders for over-or under-recoveries of costs allocated or allocable to the task order covered by the agreement. Once agreement for quick-closeout is reached on an individual task order, a bilateral modification will be issued to close out the task order.

The contractor agrees to cooperate with the OCO to close out task orders as soon as practical after expiration, cancellation, or termination.

### H.14 PARTNERING

GSA intends to encourage the foundation of a cohesive partnership between the ASTRO contractors, GSA ASTRO personnel, and Federal agency customers to identify and achieve reciprocal goals, with effective and efficient customer-focused service, in accordance with the terms of the ASTRO contract.

Failure to attend meetings, maintain a contractor ASTRO webpage, or otherwise comply with this section may result in activation of Dormant Status and/or a contractor being Off-Ramped (See Sections H.10 and H.11).

#### H.14.1 MEETINGS

From time to time, the Government may require contractor attendance, including the attendance of contractor Key Personnel, at meetings at various locations. Meetings may be via web-casting or in-person at a Government facility, commercial conference center, or mutually agreed-upon contractor facility on a rotational basis, as determined by the Government. Follow-up meetings may be held periodically throughout the duration of ASTRO in order to assess performance against the goals and to reinforce partnering principles.

GSA may require up to two ASTRO Ecosystem (AE) meetings per year. The goal of the AE meetings are to provide a platform for ASTRO contractors, ASTRO staff, and other agency representatives to communicate current issues; resolve potential problems; discuss business and marketing opportunities; review future and ongoing initiatives; create networking opportunities between ASTRO Prime contractors; introduce small businesses with unique or special skill

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sets/products; and address ASTRO fundamentals. Any contractor costs associated with AE Meetings shall be at no direct cost to the Government.

### H.14.2 GSA ASTRO WEBPAGE

GSA will establish an ASTRO website for the purposes of informing customers, stakeholders, and the general public of the attributes and procedures for ASTRO.

The GSA ASTRO webpage may include, but not be limited to, the following:

- a. General overview of the attributes of ASTRO.
- b. The ASTRO conformed contract (Sections B through J).
- c. GSA Key Personnel POC information (Names, Titles, Phone Numbers, and Email Addresses).
- d. Contractor Key Personnel POC information (Names, Titles, Phone Numbers, and Email Addresses).
- e. List of Contractor Numbers, Company Names by NAICS Pools and MA-IDIQ task order contracts, and direct POC for issuing task order solicitations by an OCO.
- f. DPA process for the OCO.
- g. ASTRO Training and Ordering Guides.
- h. Sample procurement templates for the OCO.
- i. Scope review process for the OCO.
- j. Links to other mandatory websites for reporting purposes or ordering procedures.
- k. List of contractors not eligible for solicitations and awards due to Dormant Status or Off-Ramping, if necessary.
- l. Frequently Asked Questions.

### H.14.3 CONTRACTOR ASTRO WEBPAGE

Within 30 days of the Notice to Proceed, the contractor shall develop and maintain a current, publicly available webpage accessible via the Internet throughout the term of ASTRO and task orders awarded under ASTRO. The contractor shall make its ASTRO webpage Rehabilitation Act Section 508 compliant.

The purpose of the webpage is for the contractor to communicate with potential customers regarding the contractor's ability to provide in-scope services under ASTRO. At a minimum, this webpage shall include, but is not limited to, the following:

- a. Link to the GSA ASTRO webpage.
- b. General overview of ASTRO.
- c. ASTRO related marketing materials and news releases.
- d. Contractor capabilities for ASTRO.
- e. Contractor Key Personnel POC information (Names, Titles, Phone Numbers, and Email Addresses).
- f. Data Universal Numbering Systems (DUNS) Number.
- g. Sustainability disclosures, if any.
- h. Supply Chain Risk Management (SCRM) strategies, if applicable.

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### H.14.4 MARKETING

The contractor shall maintain participation by actively pursuing work and competing for task order solicitations under ASTRO. The contractor may participate in various conferences and trade shows to facilitate outreach efforts for Federal agency customers and to aid in the marketing of ASTRO.

The contractor may develop company specific ASTRO brochures for distribution at trade shows, conferences, seminars, etc., and distribute printed materials to enhance awareness of ASTRO. All marketing, promotional materials, and news releases in connection with ASTRO or task order awards under ASTRO, including information on the contractor's ASTRO webpage, may be co-branded with marks owned or licensed by the contractor and GSA, as long as the contractor complies with GSAM 552.203-71, Restriction on Advertising.

GSA reserves the right to review and approve, any marketing, promotional materials, or news releases by a contractor that is ASTRO-related, including information on the contractor's ASTRO webpage.

### H.15 CYBERSECURITY MATURITY MODEL CERTIFICATION (CMMC) PILOT PROGRAM

This procurement has been identified as a CMMC Pilot activity. This will not be a condition of award, but will be a voluntary opportunity to participate in CMMC assessments of the prime and select members of the supply chain. These assessments will be not for attribution or for certification. These assessments will provide the Government and contractors with awareness of their cyber vulnerabilities. There will be a post award conference held between the Government and contractor to identify the Controlled Unclassified Information (CUI) and map it through the supply chain. Based on this mapping several contractors who would handle CUI would have a CMMC Level 3 assessment performed and those not handling CUI would have a CMMC Level 1 assessment performed, again not for attribution or certification.

### H.16 SUPPLY CHAIN RISK MANAGEMENT (SCRM)

GSA has taken a leadership position (along with other key federal entities) within the federal government in the implementation and oversight of SCRM. SCRM standards and guidance for civilian agencies is working to move in line with the levels found in defense and national security related agencies. Currently, the SCRM landscape is in its infancy and many tools and standards are yet to be defined or in a state of change. However, this is a critical issue to the federal government with regards to cybersecurity, information assurance, supply chain risk, and national defense. While most SCRM requirements and analysis shall take place at the task order level based on the requirements involved, an effort to recognize the importance of SCRM is being placed at the Master Contract level as well. In support of this, the Master Contract includes the following terms and conditions for SCRM measures:

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- a) All ASTRO Contractors agree to work cooperatively and bilaterally with the ASTRO PMO in the future implementation of SCRM issues.
- b) Contractors in the Data Operations Pool shall submit a SCRM Mitigation Plan annually beginning one year AFTER the ASTRO Notice to Proceed. More information regarding the details of the plan shall be provided 90 days prior to the initial submission date. ASTRO Contractors in other Pools may be required to submit a SCRM Mitigation Plan as well if deemed that the task orders they are performing under ASTRO are covered under supply chain risk guidelines.
- c) GSA is currently developing a tool to assess SCRM issues called the GSA Vendor Risk Assessment Program (VRAP) to identify, assess and monitor supply chain risks of critical vendors. The Government may use any information from public unclassified, classified or any other source for its analysis. Once complete, the Contractor agrees the Government may, at its own discretion, perform audits of supply chain risk processes or events. On site assessments may be required. VRAP is designed to monitor the following:
  - 1) Risk of Foreign ownership, control or influence
  - 2) Cyber risk
  - 3) Factors which would impact the company's vulnerability, such as financial performance.
- d) In the event that supply chain risks are identified and corrective action becomes necessary, such corrective actions would be mutually agreed to, based upon specific identified risks.

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## SECTION I – CONTRACT CLAUSES

### I.1 TASK ORDER CLAUSES

In accordance with FAR 52.301, Solicitation Provisions and Contract Clauses (Matrix), the ASTRO Master Contracts cannot predetermine all the contract provisions/clauses for future individual task orders. However, all applicable and required provisions/clauses set forth in FAR 52.301 automatically flow down to all ASTRO task orders, based on their specific contract type (e.g. cost, fixed price etc.), statement of work, competition requirements, commercial or not commercial, and dollar value as of the date the task order solicitation is issued.

However, the OCO shall identify in the task order solicitation whether FAR Part 12 commercial clauses/provisions do or do not apply. Furthermore, the OCO shall identify any optional and/or agency-specific provisions/clauses for each individual task order solicitation and subsequent award. For optional and/or agency-specific provisions/clauses, the OCO shall provide the provision/clause number, title, date, and fill-in information (if any), as of the date the task order solicitation is issued.

### I.2 MASTER CONTRACT CLAUSES

The following clauses apply only to the ASTRO MA-IDIQ task order contract. The clauses and dates remain unchanged throughout the term of ASTRO unless changed through a bi-lateral modification to ASTRO.

#### I.2.1 FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at <http://acquisition.gov/>.

#### I.2.2 GSAR 552.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (DEVIATION FAR 52.252-6)(SEP 1999)

(a) *Deviations to FAR clauses.*

(1) This solicitation or contract indicates any authorized deviation to a Federal Acquisition Regulation (48 CFR Chapter 1) clause by the addition of “(DEVIATION)” after the date of the clause, if the clause is not published in the General Services Administration Acquisition Regulation (48 CFR Chapter 5).

(2) This solicitation indicates any authorized deviation to a Federal Acquisition Regulation (FAR) clause that is published in the General Services Administration Acquisition Regulation by the addition of “(DEVIATION (FAR clause no.))” after the date of the clause.

(b) *Deviations to GSAR clauses.* This solicitation indicates any authorized deviation to a General Services Administration Acquisition Regulation clause by the addition of “(DEVIATION)” after the date of the clause.

(c) *“Substantially the same as” clauses.* Changes in wording of clauses prescribed for use on a “substantially the same as” basis are not considered deviations.

(End of clause)

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### I.2.3 FAR PROVISIONS AND CLAUSES INCORPORATED BY REFERENCE

| FAR       | PROVISION/CLAUSE TITLE  | DATE     |
|-----------|---|----------|
| 52.202-1  | Definitions   | JUN 2020 |
| 52.203-3  | Gratuities  | APR 1984 |
| 52.203-5  | Covenant Against Contingent Fees  | MAY 2014 |
| 52.203-6  | Restrictions on Subcontractor Sales to the Government   | JUN 2020 |
| 52.203-6  | Restrictions on Subcontractor Sales to the Government Alternate I   | OCT 1995 |
| 52.203-7  | Anti-Kickback Procedures  | JUN 2020 |
| 52.203-8  | Cancellation, Rescission, and Recovery of Funds For Illegal or Improper Activity  | MAY 2014 |
| 52.203-10 | Price or Fee Adjustment for Illegal or Improper Activity  | MAY 2014 |
| 52.203-12 | Limitation on Payments to Influence Certain Federal Transactions  | JUN 2020 |
| 52.203-13 | Contractor Code of Business Ethics and Conduct  | JUN 2020 |
| 52.203-14 | Display of Hotline Poster(s)  | JUN 2020 |
| 52.203-16 | Preventing Personal Conflict of Interest  | JUN 2020 |
| 52.203-17 | Contractor Employee Whistleblower Rights and Requirements to Inform Employees of Whistleblower Rights                             | JUN 2020 |
| 52.203-19 | Prohibition on Requiring Certain Internal Confidentiality Agreements or Statements  | JAN 2017 |
| 52.204-2  | Security Requirements   | AUG 1996 |
| 52.204-4  | Printed or Copied Double-Sided on Postconsumer Fiber Content Paper  | MAY 2011 |
| 52.204-5  | Women-Owned Business (Other Than Small Business).   | OCT 2014 |
| 52.204-9  | Personal Identity Verification of Contractor Personnel  | JAN 2011 |
| 52.204-10 | Reporting Executive Compensation and First-Tier Subcontract Awards  | JUN 2020 |
| 52.204-12 | Unique Entity Identifier Maintenance  | OCT 2016 |
| 52.204-13 | System for Award Management Maintenance   | OCT 2018 |
| 52.204-15 | Service Contract Reporting Requirements for Indefinite-Delivery Contracts.  | OCT 2016 |
| 52.204-16 | Commercial and Government Entity Code Reporting.  | JUL 2016 |
| 52.204-18 | Commercial and Government Entity Code Maintenance   | JUL 2016 |
| 52.204-19 | Incorporation by Reference of Representations and Certifications  | DEC 2014 |
| 52.204-21 | Basic Safeguarding of Covered Contractor Information Systems  | JUN 2016 |
| 52.204-22 | Alternative Line Item Proposal.   | JAN 2017 |
| 52.204-23 | Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities | JUL 2018 |
| 52.204-24 | Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.                                 | AUG 2020 |
| 52.204-25 | Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment                            | AUG 2020 |
| 52.204-26 | Covered Telecommunications Equipment or Services-Representation.  | DEC 2019 |
| 52.207-3  | Right of First Refusal of Employment  | MAY 2006 |

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|-----------|---|----------|
| 52.207-6  | Solicitation of Offers from Small Business Concerns and Small Business Teaming Arrangements or Joint Ventures (Multiple-Award Contracts). | OCT 2016 |
| 52.208-8  | Required Sources of Helium and Helium Usage Data  | AUG 2018 |
| 52.208-9  | Contractor Use of Mandatory Sources of Supply or Services   | MAY 2014 |
| 52.209-6  | Protecting the Government’s Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment                  | JUN 2020 |
| 52.209-9  | Updates of Publicly Available Information Regarding Responsibility Matters  | OCT 2018 |
| 52.209-10 | Prohibition on Contracting with Inverted Domestic Corporations  | NOV 2015 |
| 52.209-11 | Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law.                           | FEB 2016 |
| 52.209-13 | Violation of Arms Control Treaties or Agreements-Certification.   | JUN 2018 |
| 52.210-1  | Market Research   | APR 2011 |
| 52.211-5  | Materials Requirements  | AUG 2000 |
| 52.215-2  | Audit and Records —Negotiation  | OCT 2010 |
| 52.215-8  | Order of Precedence – Uniform Contract Format   | OCT 1997 |
| 52.215-14 | Integrity of Unit Prices  | OCT 2010 |
| 52.215-15 | Pension Adjustments and Asset Reversions  | OCT 2010 |
| 52.215-16 | Facilities Capital Cost of Money  | JUN 2003 |
| 52.215-17 | Waiver of Facilities Capital Cost of Money  | OCT 1997 |
| 52.215-18 | Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other Than Pensions  | JUL 2005 |
| 52.215-19 | Notification of Ownership Changes   | OCT 1997 |
| 52.215-21 | Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data-Modifications  | OCT 2010 |
| 52.215-21 | Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data-Modifications Alternate IV                           | OCT 2010 |
| 52.215-23 | Limitations on Pass-Through Charges   | OCT 2009 |
| 52.219-8  | Utilization of Small Business Concerns  | OCT 2018 |
| 52.219-9  | Small Business Subcontracting Plan  | JUN 2020 |
| 52.219-9  | Alternate II  | NOV 2016 |
| 52.219.14 | Limitations on Subcontracting   | MAR 2020 |
| 52.219-16 | Liquidated Damages-Subcontracting Plan  | JAN 1999 |
| 52.219-28 | Post-Award Small Business Program Re-representation   | May 2020 |
| 52.222-1  | Notice to the Government of Labor Disputes  | FEB 1997 |
| 52.222-3  | Convict Labor   | JUN 2003 |
| 52.222-17 | Nondisplacement of Qualified Workers  | MAY 2014 |
| 52.222-19 | Child Labor-Cooperation with Authorities and Remedies   | JAN 2020 |
| 52.222-20 | Contracts for Materials, Supplies, Articles, and Equipment Exceeding \$15,000   | MAY 2014 |
| 52.222-21 | Prohibition of Segregated Facilities  | APR 2015 |
| 52.222-26 | Equal Opportunity   | SEP 2016 |
| 52.222-27 | Affirmative Action Compliance Requirements for Construction   | APR 2015 |
| 52.222-29 | Notification of Visa Denial   | APR 2015 |

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|------------------|---|----------|
| 52.222-30        | Construction Wage Rate Requirements-Price Adjustment (None or Separately Specific Method)   | AUG 2018 |
| 52.222-35        | Equal Opportunity For Veterans  | OCT 2015 |
| 52.222-36        | Equal Opportunity For Workers With Disabilities   | JUL 2014 |
| 52.222-37        | Employment Reports Veterans   | FEB 2016 |
| 52.222-40        | Notification of Employee Rights Under the National Labor Relations Act  | DEC 2010 |
| 52.222-41        | Service Contract Labor Standards  | AUG 2018 |
| 52.222-50        | Combating Trafficking in Persons  | JAN 2019 |
| 52.222-51        | Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements | MAY 2014 |
| 52.222-54        | Employment Eligibility Verification   | OCT 2015 |
| 52.222-55        | Minimum Wages Under Executive Order 13658   | DEC 2015 |
| 52.222-62        | Paid Sick Leave Under Executive Order 13706   | JAN 2017 |
| 52.223-2         | Affirmative Procurement of Biobased Products Under Service and Construction Contracts   | SEP 2013 |
| 52.223-5         | Pollution Prevention and Right-To-Know Information  | MAY 2011 |
| 52.223-6         | Drug-Free Workplace   | MAY 2001 |
| 52.223-10        | Waste Reduction Program   | MAY 2011 |
| 52.223-11        | Ozone-Depleting Substances and High Global Warming Potential Hydrofluorocarbons   | JUN 2016 |
| 52.223-15        | Energy Efficiency in Energy-Consuming Products  | DEC 2007 |
| 52.223-17        | Affirmative Procurement of EPA-designated Items in Service and Construction Contracts   | AUG 2018 |
| 52.223-18        | Encouraging Contractor Policies to Ban Text Messaging While Driving   | AUG 2011 |
| 52.223-19        | Compliance with Environmental Management Systems  | MAY 2011 |
| 52.223-20        | Aerosols  | JUN 2016 |
| 52.223-21        | Foams   | JUN 2016 |
| <b>52.223-99</b> | <b>Ensuring Adequate COVID Safety Protocols for Federal Contractors</b>   |          |
| 52.224-1         | Privacy Act Notification  | APR 1984 |
| 52.224-2         | Privacy Act   | APR 1984 |
| 52.224-3         | Privacy Training  | JAN 2017 |
| 52.225-1         | Buy American-Supplies   | MAY 2014 |
| 52.225-3         | Buy American-Free Trade Agreements-Israeli Trade Act  | MAY 2014 |
| 52.225-5         | Trade Agreements  | OCT 2019 |
| 52.225-9         | Buy American-Construction Materials   | MAY 2014 |
| 52.225-13        | Restrictions on Certain Foreign Purchases   | JUN 2008 |
| 52.225-19        | Contractor Personnel in a Designated Operational Area or Supporting a Diplomatic or Consular Mission Outside the United States                            | MAY 2020 |
| 52.225-26        | Contractors Performing Private Security Functions Outside the United States   | OCT 2016 |

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|           |  |          |
|-----------|--|----------|
| 52.227-1  | Authorization and Consent  | JUN 2020 |
| 52.227-1  | Authorization and Consent Alternate I                                    | APR 1984 |
| 52.227-2  | Notice and Assistance Regarding Patent and Copyright Infringement        | JUN 2020 |
| 52.227-3  | Patent Indemnity   | APR 1984 |
| 52.227-4  | Patent Indemnity-Construction Contracts                                  | DEC 2007 |
| 52.227-10 | Filing of Patent Applications-Classified Subject Matter                  | DEC 2007 |
| 52.227-11 | Patent Rights-Ownership by the Contractor                                | MAY 2014 |
| 52.227-13 | Patent Rights-Ownership by the Government                                | DEC 2007 |
| 52.227-14 | Rights in Data—General   | MAY 2014 |
| 52.227-22 | Major System-Minimum Rights  | JUN 1987 |
| 52.228-3  | Workers’ Compensation Insurance (Defense Base Act)                       | JUL 2014 |
| 52.228-4  | Workers’ Compensation and War-Hazard Insurance Overseas                  | APR 1984 |
| 52.228-5  | Insurance – Work on a Government Installation                            | JAN 1997 |
| 52.228-7  | Insurance-Liability to Third Persons                                     | MAR 1996 |
| 52.228-8  | Liability and Insurance-Leased Motor Vehicles                            | MAY 1999 |
| 52.229-3  | Federal, State, and Local Taxes  | FEB 2013 |
| 52.230-2  | Cost Accounting Standards  | JUN 2020 |
| 52.230-3  | Disclosure and Consistency of Cost Accounting Practices                  | JUN 2020 |
| 52.230-4  | Disclosure and Consistency of Cost Accounting Practices-Foreign Concerns | JUN 2020 |
| 52.230-6  | Administration of Cost Accounting Standards                              | JUN 2010 |
| 52.232-23 | Assignment of Claims   | MAY 2014 |
| 52.232-33 | Payment by Electronic Funds Transfer-System for Award Management         | OCT 2018 |
| 52.232-40 | Providing Accelerated Payments to Small Business Subcontractors          | DEC 2013 |
| 52.233-1  | Disputes   | MAY 2014 |
| 52.233-1  | Disputes Alternate I   | DEC 1991 |
| 52.233-3  | Protest After Award  | AUG 1996 |
| 52.233-4  | Applicable Law For Breach of Contract Claim                              | OCT 2004 |
| 52.234-1  | Industrial Resources Developed Under Title III, Defense Production Act   | SEP 2016 |
| 52.236-5  | Material and Workmanship   | APR 1984 |
| 52.236-7  | Permits and Responsibilities   | NOV 1991 |
| 52.237-3  | Continuity of Services   | JAN 1991 |
| 52.239-1  | Privacy or Security Safeguards   | AUG 1996 |
| 52.242-1  | Notice of Intent to Disallow Costs                                       | APR 1984 |
| 52.242-3  | Penalties for Unallowable Costs  | MAY 2014 |
| 52.242-5  | Payments to Small Business Subcontractors                                | JAN 2017 |
| 52.242-13 | Bankruptcy   | JUL 1995 |
| 52.244-5  | Competition in Subcontracting  | DEC 1996 |
| 52.245-1  | Government Property  | JAN 2017 |
| 52.245-9  | Use and Charges  | APR 2012 |
| 52.246-16 | Responsibilities for Supplies  | APR 1984 |

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|           |                                    |          |
|-----------|------------------------------------|----------|
| 52.246-25 | Limitation of Liability – Services | FEB 1997 |
| 52.251-1  | Government Supply Sources          | APR 2012 |
| 52.253-1  | Computer Generated Forms           | JAN 1991 |

### 1.2.4 GSAR PROVISIONS AND CLAUSES INCORPORATED BY REFERENCE

| GSAR       | TITLE  | DATE     |
|------------|--|----------|
| 552.203-71 | Restriction on Advertising   | SEP 1999 |
| 552.204-9  | Personal Identity Verification Requirements  | OCT 2012 |
| 552.215-70 | Examination of Records by GSA  | JUL 2016 |
| 552.215-73 | Notice   | JUL 2016 |
| 552.216-74 | GSA Task-Order and Delivery-Order Ombudsman  | JAN 2017 |
| 552.223-73 | Preservation, Packaging, Marking, and Labeling of Hazardous Materials (HAZMAT) for Shipments | JUN 2015 |
| 552.228-5  | Government as Additional Insured   | JAN 2016 |
| 552.232-1  | Payments (DEVIATION FAR 52.232-1)  | NOV 2009 |
| 552.232-23 | Assignment of Claims   | SEP 1999 |
| 552.232-25 | Prompt Payment (DEVIATION FAR 52.232-25)   | NOV 2009 |
| 552.232-39 | Unenforceability of Unauthorized Obligations (DEVIATION FAR 52.232-39)                       | FEB 2008 |
| 552.232-78 | Commercial Supplier Agreements-Unenforceable Clauses   | FEB 2018 |
| 552.237-71 | Qualifications of Employees  | MAY 1989 |
| 552.237-73 | Restriction on Disclosure Of Information   | JUN 2009 |

### 1.2.5 FAR AND GSAR CLAUSES IN FULL TEXT

#### 1.2.5.1 FAR 52.204-8 ANNUAL REPRESENTATIONS AND CERTIFICATIONS

- (a) (1) The North American Industry Classification System (NAICS) code for this acquisition is in accordance with Section B.2 for each Pool.
- (2) The small business size standard is in accordance with Section B.2 for each Pool.
- (3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.
- (b) (1) If the provision at 52.204-7, System for Award Management, is included in this solicitation, paragraph (d) of this provision applies.
- (2) If the provision at 52.204-7, System for Award Management, is not included in this solicitation, and the Offeror has an active registration in the System for Award Management (SAM), the Offeror may choose to use paragraph (d) of this provision instead of completing the corresponding individual representations and certifications in the solicitation. The Offeror shall indicate which option applies by checking one of the following boxes:
- (i)  Paragraph (d) applies.
- (ii)  Paragraph (d) does not apply and the offeror has completed the individual representations and certifications in the solicitation.
- (c) (1) The following representations or certifications in SAM are applicable to this solicitation as indicated:

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- (i) 52.203-2, Certificate of Independent Price Determination. This provision applies to solicitations when a firm-fixed-price contract or fixed-price contract with economic price adjustment is contemplated, unless–
- (A) The acquisition is to be made under the simplified acquisition procedures in part 13;
  - (B) The solicitation is a request for technical proposals under two-step sealed bidding procedures; or
  - (C) The solicitation is for utility services for which rates are set by law or regulation.
- (ii) 52.203-11, Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions. This provision applies to solicitations expected to exceed \$150,000.
- (iii) 52.203-18, Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements or Statements-Representation. This provision applies to all solicitations.
- (iv) 52.204-3, Taxpayer Identification. This provision applies to solicitations that do not include the provision at 52.204-7, System for Award Management.
- (v) 52.204-5, Women-Owned Business (Other Than Small Business). This provision applies to solicitations that–
- (A) Are not set aside for small business concerns;
  - (B) Exceed the simplified acquisition threshold; and
  - (C) Are for contracts that will be performed in the United States or its outlying areas.
- (vi) 52.204-26, Covered Telecommunications Equipment or Services-Representation. This provision applies to all solicitations.
- (vii) 52.209-2, Prohibition on Contracting with Inverted Domestic Corporations-Representation.
- (viii) 52.209-5, Certification Regarding Responsibility Matters. This provision applies to solicitations where the contract value is expected to exceed the simplified acquisition threshold.
- (ix) 52.209-11, Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law. This provision applies to all solicitations.
- (x) 52.214-14, Place of Performance-Sealed Bidding. This provision applies to invitations for bids except those in which the place of performance is specified by the Government.
- (xi) 52.215-6, Place of Performance. This provision applies to solicitations unless the place of performance is specified by the Government.
- (xii) 52.219-1, Small Business Program Representations (Basic, Alternates I, and II). This provision applies to solicitations when the contract will be performed in the United States or its outlying areas.

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(A) The basic provision applies when the solicitations are issued by other than DoD, NASA, and the Coast Guard.

(B) The provision with its Alternate I applies to solicitations issued by DoD, NASA, or the Coast Guard.

(C) The provision with its Alternate II applies to solicitations that will result in a multiple-award contract with more than one NAICS code assigned.

(xiii) 52.219-2, Equal Low Bids. This provision applies to solicitations when contracting by sealed bidding and the contract will be performed in the United States or its outlying areas.

(xiv) 52.222-22, Previous Contracts and Compliance Reports. This provision applies to solicitations that include the clause at 52.222-26, Equal Opportunity.

(xv) 52.222-25, Affirmative Action Compliance. This provision applies to solicitations, other than those for construction, when the solicitation includes the clause at 52.222-26, Equal Opportunity.

(xvi) 52.222-38, Compliance with Veterans' Employment Reporting Requirements. This provision applies to solicitations when it is anticipated the contract award will exceed the simplified acquisition threshold and the contract is not for acquisition of commercial items.

(xvii) 52.223-1, Biobased Product Certification. This provision applies to solicitations that require the delivery or specify the use of USDA–designated items; or include the clause at 52.223-2, Affirmative Procurement of Biobased Products Under Service and Construction Contracts.

(xviii) 52.223-4, Recovered Material Certification. This provision applies to solicitations that are for, or specify the use of, EPA–designated items.

(xix) 52.223-22, Public Disclosure of Greenhouse Gas Emissions and Reduction Goals-Representation. This provision applies to solicitations that include the clause at 52.204-7.)

(xx) 52.225-2, Buy American Certificate. This provision applies to solicitations containing the clause at 52.225-1.

(xxi) 52.225-4, Buy American-Free Trade Agreements-Israeli Trade Act Certificate. (Basic, Alternates I, II, and III.) This provision applies to solicitations containing the clause at 52.225-3.

(A) If the acquisition value is less than \$25,000, the basic provision applies.

(B) If the acquisition value is \$25,000 or more but is less than \$50,000, the provision with its Alternate I applies.

(C) If the acquisition value is \$50,000 or more but is less than \$83,099, the provision with its Alternate II applies.

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(D) If the acquisition value is \$83,099 or more but is less than \$100,000, the provision with its Alternate III applies.

(xxii) 52.225-6, Trade Agreements Certificate. This provision applies to solicitations containing the clause at 52.225-5.

(xxiii) 52.225-20, Prohibition on Conducting Restricted Business Operations in Sudan-Certification. This provision applies to all solicitations.

(xxiv) 52.225-25, Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran-Representation and Certifications. This provision applies to all solicitations.

(xxv) 52.226-2, Historically Black College or University and Minority Institution Representation. This provision applies to solicitations for research, studies, supplies, or services of the type normally acquired from higher educational institutions.

(2) The following representations or certifications are applicable as indicated by the Contracting Officer:

(i) 52.204-17, Ownership or Control of Offeror.

(ii) 52.204-20, Predecessor of Offeror.

(iii) 52.222-18, Certification Regarding Knowledge of Child Labor for Listed End Products.

(iv) 52.222-48, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment- Certification.

(v) 52.222-52, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Certification.

(vi) 52.223-9, with its Alternate I, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (Alternate I only).

(vii) 52.227-6, Royalty Information.

(A) Basic.

(B) Alternate I.

(d) The offeror has completed the annual representations and certifications electronically in SAM website accessed through <https://www.sam.gov>. After reviewing the SAM information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in paragraph (c) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below [*offeror to insert changes, identifying change by clause number, title, date*]. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

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| FAR Clause # | Title | Date | Change |
|--------------|-------|------|--------|
| _____        |       |      |        |

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on SAM.

(End of Provision)

### I.2.5.2 FAR 52.216-18 ORDERING (OCT 1995)

- (a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from the Master Contract's Notice-to-Proceed (November 15, 2021) through five years and one (five-year) option that may extend the cumulative ordering period to ten years.
- (b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.
- (c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

(End of clause)

### I.2.5.3 FAR 52.216-19 ORDER LIMITATIONS (OCT 1995)

- (a) *Minimum order.* When the Government requires supplies or services covered by this contract in an amount of less than the simplified acquisition threshold, as amended, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.
- (b) *Maximum order.* The Contractor is not obligated to honor—
  - (1) Any order for a single item in excess of: **Not Applicable**
  - (2) Any order for a combination of items in excess of: **Not Applicable**
  - (3) A series of orders from the same ordering office within 365 days that together call for quantities exceeding the limitation in paragraph (b)(1) or (2) of this section.
- (c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.
- (d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within five days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

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(End of clause)

### **I.2.5.4 FAR 52.216-22 INDEFINITE QUANTITY (OCT 1995)**

- (a) This is an indefinite-quantity contract for the supplies or services specified and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.
- (b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the “maximum.” The Government shall order at least the quantity of supplies or services designated in the Schedule as the “minimum.”
- (c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.
- (d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor’s and Government’s rights and obligations with respect to that order to the same extent as if the order were completed during the contract’s effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after five years after the Master Contract’s ten-year ordering period expires.

(End of clause)

### **I.2.5.5 FAR 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)**

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed six months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of clause)

### **I.2.5.6 FAR 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)**

- (a) The Government may extend the term of this contract by written notice to the Contractor within 30 days 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 the ordering period of ten years for task orders issued under the Master

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Contract plus five years after the Master Contract’s ordering period expires for task order performance.

### **I.2.5.7 GSAR 552.216-74 TASK-ORDER AND DELIVERY-ORDER OMBUDSMAN (JAN 2016)**

- (a) GSA has designated a Task-Order and Delivery-Order Ombudsman who will review complaints from contractors and ensure that they are afforded a fair opportunity for consideration in the award of task or delivery orders under Indefinite Delivery/Indefinite Quantity (ID/IQ) contracts, consistent with the procedures in the contract. Written complaints shall be submitted to the Ombudsman, with a copy to the Contracting Officer.
- (b) In the case that the contractor is not satisfied with the resolution of the complaint by the GSA Task-Order and Delivery-Order Ombudsman, the contractor may follow the procedures outlined in subpart 33.1.
- (c) The GSA Ombudsman is located at the GSA, Office of Government-wide Policy (OGP), Office of Acquisition Policy (MV). Contact information for the GSA Ombudsman can be found at: <http://www.gsa.gov/ombudsman>.

(End of Clause)

### **I.2.6 DFARS PROVISIONS AND CLAUSES INCORPORATED BY REFERENCE**

252.223-7999 Ensuring Adequate COVID-19 Safety Protocols for Federal Contractors  
(Deviation 2021-O0009) (FOR DOD TASK ORDERS ONLY)

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## J.1 LABOR CATEGORIES AND DEFINITIONS – ATTACHMENT A

### ASTRO LABOR CATEGORIES and BUREAU OF LABOR STATISTICS SERVICE OCCUPATIONAL CLASSIFICATIONS

#### BACKGROUND:

ASTRO labor categories utilize the Office of Management and Budget's (OMB) Standard Occupational Classification (SOC) for which the Bureau of Labor Statistics (BLS) maintains compensation data. Each labor category is further defined as Junior, Journeyman, Senior, or Subject Matter Expert (SME) as follows:

- a. **JUNIOR:** Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.
- b. **JOURNEYMAN:** Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.
- c. **SENIOR:** Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.
- d. **SME:** Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision-making and domain knowledge may have a critical impact on overall project implementation. May supervise others.

#### INDIVIDUAL LABOR CATEGORIES

Except as noted, the following individual labor categories correspond to a single SOC Number, Title, and Functional Description. Functional Descriptions of the labor categories can be found at the SOC website:

[https://www.bls.gov/soc/2018/major\\_groups.htm#11-0000](https://www.bls.gov/soc/2018/major_groups.htm#11-0000)

In accordance with Section B.4.1, the contractor shall identify both Prime and Subcontractor labor using the ASTRO Labor Categories, as well as the corresponding SOC number and title

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that applies. The Labor ID# must have a G or C designator to represent Government or Contractor site.

| <b>Major Group</b> | <b>SOC Number</b> | <b>Labor Category Title</b>                                    |
|--------------------|-------------------|--|
| <b>11-0000</b>     |                   | <b>Management Occupations</b>                                  |
|                    | 11-1021           | General and Operations Managers                                |
|                    | 11-3013           | Facilities Managers  |
|                    | 11-3021           | Computer and Information Systems Managers                      |
|                    | 11-3031           | Financial Managers   |
|                    | 11-3051           | Industrial Production Managers                                 |
|                    | 11-3061           | Purchasing Managers  |
|                    | 11-3071           | Transportation, Storage, and Distribution Managers             |
|                    | 11-3131           | Training and Development Managers                              |
|                    | 11-9039           | Education Administrators, All Other                            |
|                    | 11-9041           | Architectural and Engineering Managers                         |
|                    | 11-9121           | Natural Sciences Managers                                      |
|                    | 11-9161           | Emergency Management Directors                                 |
|                    | 11-9199           | Managers, All Other  |
| <b>13-0000</b>     |                   | <b>Business and Financial Operations Occupations</b>           |
|                    | 13-1022           | Wholesale and Retail Buyers, Except Farm Products              |
|                    | 13-1023           | Purchasing Agents, Except Wholesale, Retail, and Farm Products |
|                    | 13-1031           | Claims Adjusters, Examiners, and Investigators                 |
|                    | 13-1041           | Compliance Officers  |
|                    | 13-1051           | Cost Estimators  |
|                    | 13-1071           | Human Resources Specialists                                    |
|                    | 13-1075           | Labor Relations Specialists                                    |
|                    | 13-1081           | Logisticians   |
|                    | 13-1082           | Project Management Specialists                                 |
|                    | 13-1111           | Management Analysts  |
|                    | 13-1121           | Meeting, Convention, and Event Planners                        |
|                    | 13-1141           | Compensation, Benefits, and Job Analysis Specialists           |
|                    | 13-1151           | Training and Development Specialists                           |
|                    | 13-1199           | Business Operations Specialists, All Other                     |
|                    | 13-2011           | Accountants and Auditors                                       |
|                    | 13-2031           | Budget Analysts  |
|                    | 13-2051           | Financial and Investment Analysts                              |
|                    | 13-2054           | Financial Risk Specialists                                     |
|                    | 13-2061           | Financial Examiners  |
|                    | 13-2099           | Financial Specialists, All Other                               |

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|                |         |  |
|----------------|---------|--|
| <b>15-0000</b> |         | <b>Computer and Mathematical Occupations</b>                               |
|                | 15-1211 | Computer Systems Analysts  |
|                | 15-1212 | Information Security Analysts  |
|                | 15-1221 | Computer and Information Research Scientists                               |
|                | 15-1231 | Computer Network Support Specialists                                       |
|                | 15-1232 | Computer User Support Specialists  |
|                | 15-1241 | Computer Network Architects  |
|                | 15-1242 | Database Administrators  |
|                | 15-1243 | Database Architects  |
|                | 15-1244 | Network and Computer Systems Administrators                                |
|                | 15-1251 | Computer Programmers   |
|                | 15-1252 | Software Developers  |
|                | 15-1253 | Software Quality Assurance Analysts and Testers                            |
|                | 15-1254 | Web Developers   |
|                | 15-1255 | Web and Digital Interface Designers  |
|                | 15-1299 | Computer Occupations, All Other  |
|                | 15-2021 | Mathematicians   |
|                | 15-2031 | Operations Research Analysts   |
|                | 15-2041 | Statisticians  |
|                | 15-2051 | Data Scientists  |
|                | 15-2099 | Mathematical Science Occupations, All Other                                |
| <b>17-0000</b> |         | <b>Architecture and Engineering Occupations</b>                            |
|                | 17-1011 | Architects, Except Landscape and Naval                                     |
|                | 17-1021 | Cartographers and Photogrammetrists  |
|                | 17-1022 | Surveyors  |
|                | 17-2011 | Aerospace Engineers  |
|                | 17-2021 | Agricultural Engineers   |
|                | 17-2031 | Bioengineers and Biomedical Engineers                                      |
|                | 17-2041 | Chemical Engineers   |
|                | 17-2051 | Civil Engineers  |
|                | 17-2061 | Computer Hardware Engineers  |
|                | 17-2071 | Electrical Engineers   |
|                | 17-2072 | Electronics Engineers, Except Computer                                     |
|                | 17-2081 | Environmental Engineers  |
|                | 17-2111 | Health and Safety Engineers, Except Mining Safety Engineers and Inspectors |
|                | 17-2112 | Industrial Engineers   |
|                | 17-2121 | Marine Engineers and Naval Architects                                      |
|                | 17-2131 | Materials Engineers  |

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|                |         |   |
|----------------|---------|---|
|                | 17-2141 | Mechanical Engineers  |
|                | 17-2151 | Mining and Geological Engineers, Including Mining Safety Engineers    |
|                | 17-2161 | Nuclear Engineers   |
|                | 17-2171 | Petroleum Engineers   |
|                | 17-2199 | Engineers, All Other  |
|                | 17-3011 | Architectural and Civil Drafters                                      |
|                | 17-3012 | Electrical and Electronics Drafters                                   |
|                | 17-3013 | Mechanical Drafters   |
|                | 17-3019 | Drafters, All Other   |
|                | 17-3021 | Aerospace Engineering and Operations Technologists and Technicians    |
|                | 17-3022 | Civil Engineering Technologists and Technicians                       |
|                | 17-3023 | Electrical and Electronic Engineering Technologists and Technicians   |
|                | 17-3024 | Electro-Mechanical and Mechatronics Technologists and Technicians     |
|                | 17-3025 | Environmental Engineering Technologists and Technicians               |
|                | 17-3026 | Industrial Engineering Technologists and Technicians                  |
|                | 17-3027 | Mechanical Engineering Technologists and Technicians                  |
|                | 17-3028 | Calibration Technologists and Technicians                             |
|                | 17-3029 | Engineering Technologists and Technicians, Except Drafters, All Other |
|                | 17-3031 | Surveying and Mapping Technicians                                     |
| <b>19-0000</b> |         | <b>Life, Physical, and Social Science Occupations</b>                 |
|                | 19-1011 | Animal Scientists   |
|                | 19-1012 | Food Scientists and Technologists                                     |
|                | 19-1013 | Soil and Plant Scientists   |
|                | 19-1021 | Biochemists and Biophysicists   |
|                | 19-1022 | Microbiologists   |
|                | 19-1023 | Zoologists and Wildlife Biologists                                    |
|                | 19-1029 | Biological Scientists, All Other                                      |
|                | 19-1031 | Conservation Scientists   |
|                | 19-1032 | Foresters   |
|                | 19-1041 | Epidemiologists   |
|                | 19-1099 | Life Scientists, All Other  |
|                | 19-2011 | Astronomers   |
|                | 19-2012 | Physicists  |
|                | 19-2021 | Atmospheric and Space Scientists                                      |

Contract Number:

|                |         |  |
|----------------|---------|--|
|                | 19-2031 | Chemists   |
|                | 19-2032 | Materials Scientists   |
|                | 19-2041 | Environmental Scientists and Specialists, Including Health         |
|                | 19-2042 | Geoscientists, Except Hydrologists and Geographers                 |
|                | 19-2043 | Hydrologists   |
|                | 19-2099 | Physical Scientists, All Other                                     |
|                | 19-3011 | Economists   |
|                | 19-3051 | Urban and Regional Planners  |
|                | 19-3092 | Geographers  |
|                | 19-3099 | Social Scientists and Related Workers, All Other                   |
|                | 19-4012 | Agricultural Technicians   |
|                | 19-4021 | Biological Technicians   |
|                | 19-4031 | Chemical Technicians   |
|                | 19-4042 | Environmental Science and Protection Technicians, Including Health |
|                | 19-4043 | Geological Technicians, Except Hydrologic Technicians              |
|                | 19-4044 | Hydrologic Technicians   |
|                | 19-4051 | Nuclear Technicians  |
|                | 19-4071 | Forest and Conservation Technicians                                |
|                | 19-4092 | Forensic Science Technicians                                       |
|                | 19-4099 | Life, Physical, and Social Science Technicians, All Other          |
|                | 19-5011 | Occupational Health and Safety Specialists                         |
|                | 19-5012 | Occupational Health and Safety Technicians                         |
| <b>21-0000</b> |         | <b>Community and Social Service Occupations</b>                    |
|                | 23-1011 | Lawyers  |
|                | 23-1012 | Judicial Law Clerks  |
|                | 23-1021 | Administrative Law Judges, Adjudicators, and Hearing Officers      |
|                | 23-1022 | Arbitrators, Mediators, and Conciliators                           |
|                | 23-1023 | Judges, Magistrate Judges, and Magistrates                         |
|                | 23-2011 | Paralegals and Legal Assistants                                    |
|                | 23-2093 | Title Examiners, Abstractors, and Searchers                        |
|                | 23-2099 | Legal Support Workers, All Other                                   |
| <b>25-0000</b> |         | <b>Educational Instruction and Library Occupations</b>             |
|                | 25-3099 | Teachers and Instructors, All Other                                |
|                | 25-9031 | Instructional Coordinators   |
|                | 25-9049 | Teaching Assistants, All Other                                     |
|                | 25-9099 | Educational Instruction and Library Workers, All Other             |
|                | 27-3031 | Public Relations Specialists                                       |
|                | 27-3041 | Editors  |

Contract Number:



|                |         |   |
|----------------|---------|---|
|                | 27-3042 | Technical Writers   |
|                | 27-3043 | Writers and Authors   |
|                | 27-3091 | Interpreters and Translators  |
|                | 27-3092 | Court Reporters and Simultaneous Captioners                                     |
|                | 27-3099 | Media and Communication Workers, All Other                                      |
|                | 27-4011 | Audio and Video Technicians   |
|                | 27-4012 | Broadcast Technicians   |
|                | 27-4014 | Sound Engineering Technicians   |
|                | 27-4015 | Lighting Technicians  |
|                | 27-4021 | Photographers   |
|                | 27-4031 | Camera Operators, Television, Video, and Film                                   |
|                | 27-4032 | Film and Video Editors  |
|                | 27-4099 | Media and Communication Equipment Workers, All Other                            |
| <b>33-0000</b> |         | <b>Protective Service Occupations</b>   |
|                | 33-1021 | First-Line Supervisors of Firefighting and Prevention Workers                   |
|                | 33-2011 | Firefighters  |
|                | 33-2021 | Fire Inspectors and Investigators   |
|                | 33-2022 | Forest Fire Inspectors and Prevention Specialists                               |
|                | 33-9021 | Private Detectives and Investigators  |
|                | 33-9032 | Security Guards   |
|                | 33-9099 | Protective Service Workers, All Other   |
| <b>43-0000</b> |         | <b>Office and Administrative Support Occupations</b>                            |
|                | 43-2099 | Communications Equipment Operators, All Other                                   |
|                | 43-3061 | Procurement Clerks  |
|                | 43-3099 | Financial Clerks, All Other   |
|                | 43-5011 | Cargo and Freight Agents  |
|                | 43-5032 | Dispatchers, Except Police, Fire, and Ambulance                                 |
|                | 43-5061 | Production, Planning, and Expediting Clerks                                     |
|                | 43-5071 | Shipping, Receiving, and Inventory Clerks                                       |
|                | 43-5111 | Weighers, Measurers, Checkers, and Samplers, Recordkeeping                      |
|                | 43-6011 | Executive Secretaries and Executive Administrative Assistants                   |
|                | 43-6012 | Legal Secretaries and Administrative Assistants                                 |
|                | 43-6014 | Secretaries and Administrative Assistants, Except Legal, Medical, and Executive |
|                | 43-9061 | Office Clerks, General  |
|                | 43-9081 | Proofreaders and Copy Markers   |
|                | 43-9111 | Statistical Assistants  |
|                | 43-9199 | Office and Administrative Support Workers, All Other                            |

Contract Number:

|                |         |   |
|----------------|---------|---|
| <b>49-0000</b> |         | <b>Installation, Maintenance, and Repair Occupations</b>                      |
|                | 49-1011 | First-Line Supervisors of Mechanics, Installers, and Repairers                |
|                | 49-2021 | Radio, Cellular, and Tower Equipment Installers and Repairers                 |
|                | 49-2022 | Telecommunications Equipment Installers and Repairers, Except Line Installers |
|                | 49-2091 | Avionics Technicians  |
|                | 49-2092 | Electric Motor, Power Tool, and Related Repairers                             |
|                | 49-2093 | Electrical and Electronics Installers and Repairers, Transportation Equipment |
|                | 49-2094 | Electrical and Electronics Repairers, Commercial and Industrial Equipment     |
|                | 49-2095 | Electrical and Electronics Repairers, Powerhouse, Substation, and Relay       |
|                | 49-2096 | Electronic Equipment Installers and Repairers, Motor Vehicles                 |
|                | 49-2097 | Audiovisual Equipment Installers and Repairers                                |
|                | 49-3011 | Aircraft Mechanics and Service Technicians                                    |
|                | 49-3023 | Automotive Service Technicians and Mechanics                                  |
|                | 49-3031 | Bus and Truck Mechanics and Diesel Engine Specialists                         |
|                | 49-3042 | Mobile Heavy Equipment Mechanics, Except Engines                              |
|                | 49-3051 | Motorboat Mechanics and Service Technicians                                   |
|                | 49-9011 | Mechanical Door Repairers   |
|                | 49-9012 | Control and Valve Installers and Repairers, Except Mechanical Door            |
|                | 49-9041 | Industrial Machinery Mechanics  |
|                | 49-9043 | Maintenance Workers, Machinery  |
|                | 49-9051 | Electrical Power-Line Installers and Repairers                                |
|                | 49-9052 | Telecommunications Line Installers and Repairers                              |
|                | 49-9061 | Camera and Photographic Equipment Repairers                                   |
|                | 49-9069 | Precision Instrument and Equipment Repairers, All Other                       |
|                | 49-9071 | Maintenance and Repair Workers, General                                       |
|                | 49-9081 | Wind Turbine Service Technicians  |
|                | 49-9092 | Commercial Divers   |
|                | 49-9098 | Helpers--Installation, Maintenance, and Repair Workers                        |
|                | 49-9099 | Installation, Maintenance, and Repair Workers, All Other                      |
| <b>51-0000</b> |         | <b>Production Occupations</b>   |
|                | 51-1011 | First-Line Supervisors of Production and Operating Workers                    |
|                | 51-2011 | Aircraft Structure, Surfaces, Rigging, and Systems Assemblers                 |
|                | 51-2022 | Electrical and Electronic Equipment Assemblers                                |
|                | 51-2023 | Electromechanical Equipment Assemblers  |

Contract Number:

|                |         |   |
|----------------|---------|---|
|                | 51-2031 | Engine and Other Machine Assemblers                                     |
|                | 51-2041 | Structural Metal Fabricators and Fitters                                |
|                | 51-2051 | Fiberglass Laminators and Fabricators                                   |
|                | 51-2092 | Team Assemblers   |
|                | 51-2099 | Assemblers and Fabricators, All Other                                   |
|                | 51-4041 | Machinists  |
|                | 51-4121 | Welders, Cutters, Solderers, and Brazers                                |
|                | 51-4199 | Metal Workers and Plastic Workers, All Other                            |
|                | 51-9061 | Inspectors, Testers, Sorters, Samplers, and Weighers                    |
| <b>53-0000</b> |         | <b>Transportation and Material Moving Occupations</b>                   |
|                | 53-1041 | Aircraft Cargo Handling Supervisors                                     |
|                | 53-1042 | First-Line Supervisors of Helpers, Laborers, and Material Movers, Hand  |
|                | 53-1043 | First-Line Supervisors of Material-Moving Machine and Vehicle Operators |
|                | 53-1049 | First-Line Supervisors of Transportation Workers, All Other             |
|                | 53-2011 | Airline Pilots, Copilots, and Flight Engineers                          |
|                | 53-2012 | Commercial Pilots   |
|                | 53-2021 | Air Traffic Controllers   |
|                | 53-2022 | Airfield Operations Specialists   |
|                | 53-3011 | Ambulance Drivers and Attendants, Except Emergency Medical Technicians  |
|                | 53-3099 | Motor Vehicle Operators, All Other                                      |
|                | 53-5011 | Sailors and Marine Oilers   |
|                | 53-5021 | Captains, Mates, and Pilots of Water Vessels                            |
|                | 53-5022 | Motorboat Operators   |
|                | 53-5031 | Ship Engineers  |
|                | 53-6031 | Automotive and Watercraft Service Attendants                            |
|                | 53-6032 | Aircraft Service Attendants   |
|                | 53-6041 | Traffic Technicians   |
|                | 53-6051 | Transportation Inspectors   |
|                | 53-6099 | Transportation Workers, All Other                                       |
|                | 53-7062 | Laborers and Freight, Stock, and Material Movers, Hand                  |
|                | 53-7121 | Tank Car, Truck, and Ship Loaders                                       |
|                | 53-7199 | Material Moving Workers, All Other                                      |

Contract Number: