



U.S. Department of Homeland Security
Bureau of Immigration and Customs Enforcement
Federal Protective Service, Contract Section
230 South Dearborn Street, Suite 3540
Chicago, IL 60604

AKAL Security, Inc.
Attn.: Mr. Daya Khalsa (Sr. VP) &
Attn.: Ms. Susan Clair (Mgr., Business Development)
7 Infinity Loop
Española, NM 87532-6737

March 1, 2004

SUBJECT: GS05P03GCD0001 – Notice of Award and Notice to Proceed

Dear Mr. Khalsa, and Ms Clair:

Congratulations! This is your notice of award, and your notice to immediately proceed with preparations to start performance as required by the RFQ (as amended).

AKAL's Quote on GSA-FPS Request for Quotes (RFQ) GS05P03GCD0001, with Amendments 1, 2, 3, 4, 5, 6, 7 and 8 (including clarifications), for the provision of armed and unarmed security guard services and unarmed security clerk services at FPS-supported facilities located throughout the states of MN, WI, IN and IL (with the exception of four facilities in the Chicago Loop that are covered by another contract) is hereby accepted for award. The period of performance includes one base period (April 1, 2004 through September 30, 2005), plus up to three subsequent one-year option periods, as stated in the RFQ. This BPA and associated task order(s) will use the firm, fixed unit (per labor hour, per vehicle) prices proposed in your Quote. The contract manager rates/prices will be those proposed in your Quote (priced per annum, but prorated so they are invoiced and paid incrementally on a monthly basis). These firm, fixed unit prices have been verified in writing by AKAL, prior to Award.

All contract task order-related correspondence and invoices shall refer to your GSA-FSS schedule contract number, GS-07F-0061M, plus this FPS task order identifier: GS05P03GCD0001. The primary NAICS code for this procurement is NAICS 561612; the primary SIC code is 7381.

There will be no advance payments, and invoices will be submitted and paid monthly, in arrears, in accordance with the contract, RFQ and task order(s). Payments will be made for contract task order services ordered, performed, accepted and invoiced. There will be no "averaging" or aggregation of monthly invoices or payments, except for Special/TAS/SAS (emergency guard service) invoices. One invoice must be submitted to FPS for each GSA Form 300 (or equivalent DHS form) used to order services (for example, fifty FPS task orders will typically result in fifty invoices from AKAL, per month, with invoice copies to the FPS COR, and a summary sheet to the CO and COR, and a copy of each invoice to GSA-Finance (unless entered electronically, via the internet)). Please note that GSA-

Finance (Fort Worth, TX) will continue to receive and process invoices and make payments on FPS-accepted invoices as stated in the RFQ, until DHS establishes its own invoice payment center.

Two documents are attached to this letter. These two attachments or a reasonable facsimile are to be displayed in a conspicuous place available to all employees performing work under the BPA/task order awarded here (you may copy and distribute these documents):

WH Publication 1313, Notice to Employees Working on Government Contracts
OFCCP – Poster, "Equal Employment Opportunity is the Law".

Prior to commencement of work you are required to furnish the following documents to the undersigned at the letterhead address:

Evidence of acceptable insurance that is not less than the amounts and endorsements specified in the clause entitled 52.228-5 INSURANCE—WORK ON A GOVERNMENT INSTALLATION.

In accordance with these requirements, the following BPA/task order number and statement must appear on these insurance policies:

"GS05P03GCD0001; Any insurance cancellation or any material change adversely affecting the Government's interest shall not be effective (1) for such period as the laws of the States in which this contract is to be performed as prescribed or (2) until 30 days after the insurer or the contractor gives written notice to the contracting officer, whichever period is longer."

The following persons will represent the Government in the administration of this task order:

Contracting Officers (CO's):

1) Arthur S. Dobbs, Contracting Officer for Federal Protective Service, Great Lakes Region, will serve as the primary Administrative Contracting Officer (ACO) to oversee the administration of this contract. You may reach Mr. Dobbs at:

Tel: b2Low Cell: b2Low Fax: b2Low Email: b6

2) Roger R. Pinnau, Contracting Officer for Federal Protective Service, Great Lakes Region, will serve as the alternate Administrative Contracting Officer (AACO) to oversee the administration of this contract. The AACO handles contract administration on behalf of the Government when the ACO is not available. You may reach Mr. Pinnau at:

Tel: b2Low Cell: b2Low Fax: b2Low Email: b6

3) Tracy G. Cohen, Supervisor of the Chicago Area Procurement Section, FPS Great Lakes Region, is also available to administer the contract, should both Mr. Dobbs and Mr. Pinnau be unavailable. Ms. Cohen supervises Mr. Dobbs and Mr. Pinnau. You may reach Ms. Cohen at:

Tel: b2Low Cell: b2Low Fax: b2Low Email: b6

Contracting Officers Representatives (CORs):

1) Daniel Kvachkoff, Director of FPS District 1 is the COR for the states of Indiana and Illinois.

Your may reach Mr. Kvachkoff at:

Tel: b2Low Fax: b2Low Cell: b2Low Email: b6

2) John Berglund, Director of FPS District 2 is the COR for the states of Wisconsin and Minnesota.

You may reach Mr. Berglund at:

Tel: b2Low Fax: b2Low Cell: b2Low Email: b6

Only the contracting officers named in this document may change the terms and conditions of the awarded BPA and/or task orders. You may contact any of the CO's named above (Dobbs, Pinnau and Cohen) to request and receive a copy of the letters of appointment they have issued designating the CORs, Alternate CORs (ACORs), and Contracting Officer's Technical Representatives (COTRs).

These letters will detail the duties, responsibilities and limitations of the CORs, ACORs and COTRs.

All work schedules, reports, inventories, call lists, start-up plans, rosters, post orders and other items required by the task order shall be provided to and coordinated with the FPS contract administrators named above.

This task order and the services provided through this task order are very important to FPS and its client Federal Agencies. Please provide the following updated information to both Roger Pinnau and Arthur Dobbs via email prior to March 10, 2004 and again prior to March 20, 2004:

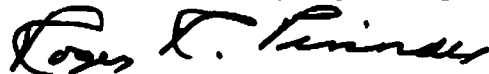
the individual names; titles; business telephone, cell-fone, fax and pager numbers, email addresses, postal addresses; and physical delivery addresses (for shipments via commercial carrier) of:
a) yourself, b) the contract managers (CM) in Chicago and Minneapolis and c) the alternate CM (ACMs) in Chicago and Minneapolis for this project; d) the individual names; titles; date of birth; Social Security Numbers and seniority dates of all security guards and security clerks who are proposed to work on the contract; e) a complete inventory list of all firearms (giving make, model and serial number) proposed by you to be used in direct support of this task order; an advance, monthly planning schedule showing the proposed staffing of all contract task order posts to start April 1, 2004; f) updated start-up plans, showing planned progress and actual progress towards contract start-up.

This is your notice to immediately prepare and proceed under GSA-FSS MAS FSC 084 SIN 246-54 contract GS-07F-0061M, and DHS-FPS BPA/task order GS05P03GCD0001 (as awarded herein). Start of task order performance on GS05P03GCD0001 is scheduled to begin on April 1, 2004, at 12:01 a.m. (local Chicago, IL time). The duration of the base period of the task order is April 1, 2004 through September 30, 2005, plus there are three subsequent one-year option periods that are exercised (or not exercised) solely at the discretion of the contracting officer.

The Government will provide two-way portable voicc radios to contract guards at FPS-selected posts. It is important that as AKAL receives these radios, they be accounted for using hand-receipts. Some of these radios will be issued directly by the Government, and others will be handed-over by the departing incumbent contractor's employees. In all cases, accountability must be maintained and documented.

We will be in close communication over the coming days, exchanging information and coordinating a successful task order start-up. We look forward to meeting with you and other AKAL executives here in Chicago, IL, sometime next week, to discuss AKAL's updated plans, preparations and progress. Feel free to nominate a date to meet to meet with us. I recommend we meet on a Monday, Tuesday or Wednesday, next week. Feel free to call upon us to discuss any questions related to this award. We will respond to whatever questions you may have, as promptly as reasonably possible.

Please have someone at AKAL notify me via email or fax today, stating that AKAL has received this award notification, today. Again, congratulations! Sincerely,



Roger R. Pinnau,
U.S. Department of Homeland Security
Federal Protective Service, Great Lakes Region Contracting Officer

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 3

2. AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE 4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (if applicable)
Modification 1 (One) Sept. 20, 2004 AKAL-4s

6. ADMINISTERED BY (if other than item 6) CODE
U.S. Department of Homeland Security (DHS)
Federal Protective Service (FPS)
230 South Dearborn Street (Suite 3540)
Chicago, IL 60604

7. ADMINISTERED BY (if other than item 6) CODE
Arthur Dobbs, Contracting Officer (5PSAC)
Tel:
Fax: b2Low
Email: b6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)
AKAL Security, Inc.
Attn.: Mr. Sean Engelin
7 Infinity Drive
Española, NM 87532
Tel: 505/753-7832 x: 2093 Fax: 505/747-9471
Email: b6

9A. AMENDMENT OF SOLICITATION NO. (X)
9B. DATED (SEE ITEM 11)
10A. MODIFICATION OF CONTRACT/ORDER NO. XX
GS05P03GCD0001
10B. DATED (SEE ITEM 11)
March 1, 2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
XX	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

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

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

BPA GS05P03GCD0001, providing armed and unarmed security guard services and unarmed security clerk services throughout Minnesota, Wisconsin, Indiana and Illinois (excluding 4 buildings in the Chicago Loop), is hereby modified to make changes to the way the contractor submits invoices for payment (continued on Pages 2 and 3).

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

16A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
	Roger Pinnau, Contracting Officer
1. CONTRACTOR/OFFEROR	16B. UNITED STATES OF AMERICA
(Signature of person authorized to sign)	Roger K. Pinnau (Signature of Contracting Officer)
15C. DATE SIGNED	16C. DATE SIGNED
	SEP. 21 2004

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 1

2. AMENDMENT/MODIFICATION NO. Mod 2
3. EFFECTIVE DATE August 5, 2005
4. REQUISITION/PURCHASE REQ. NO. GS05P03GCD0001
5. PROJECT NO. (if applicable) 4 State Guard Contract
6. ISSUED BY CODE
7. ADMINISTERED BY (if other than Item 6) CODE

U.S. Department of Homeland Security (DHS)
Federal Protective Service (FPS)
230 S. Dearborn St., Suite 3540
Chicago, IL 60604

Art. S. Dobbs
Tel.
FA) b2Low
E-mail b6

9. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code)
AKAL Security
Mr. Michael J. Francis, Director Homeland Security Division
7 Infinity Drive
Española, NM 87532
Tel: 505.747.7832 Fax: 505.747.9471

(X) 9A. AMENDMENT OF SOLICITATION NO.
9B. DATED (SEE ITEM 11)
10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001
10B. DATED (SEE ITEM 11) March 1, 2004

CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)
N/A

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	Changes Clause FAR 52.243-1 (Alternate 2)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.100(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
BPA GS05P03GCD0001, providing security guard services and security clerk services at FPS supported facilities throughout Minnesota Wisconsin, Indiana and Illinois (excluding 4 buildings in the Chicago Loop covered by a separate contract/BPA), is hereby modified in accordance with 28 CFR 4.5(c)(2) and FAR Subpart 22.1015. Contract employee wages and benefits are to be determined by the following DOL wage determinations: 94-3003 (Revision No 6), 94-2581 (Revision No. 25), 94-2579 (Revision No. 21), 94-2577 (Revision No 25), 94-2575 (Revision No. 21), 94-2287 (Revision No. 27), 94-2285 (Revision No. 24), 94-2289 (Revision No. 23), 94-2419 (Revision No. 24), 94-2413 (Revision No. 13), 94-2223 (Revision No. 22), 94-2197 (Revision No. 21), 94-2195 (Revision No. 23), 94-2193 (Revision No. 28), 94-2191 (Revision No. 20), 94-2189 (Revision No. 20), 94-2187 (Revision No. 23), 94-2185 (Revision No. 19), 94-2183 (Revision No. 21), 94-3005 (Revision No. 11), 94-2309 (Revision No. 30), 94-2177 (Revision No. 21), 94-2175 (Revision No. 27), 94-2173 (Revision No. 23), 94-2171 (Revision No. 19), 94-2169 (Revision No. 22), 94-2167 (Revision No. 27), and 94-2165 (Revision No. 25) retroactive to the start of performance on July 1, 2004.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	15D. UNITED STATES OF AMERICA	15E. DATE SIGNED
	(Signature of person authorized to sign)		Art. S. Dobbs, FPS Contracting Officer (Signature of Contracting Officer)	5 Aug 05

2. AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE 4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (If applicable)
 Modification 3 (three) Oct. 1, 2005 AKAL--4 State
 ADMINISTERED BY (If other than Item 6) CODE
 U.S. Department of Homeland Security (DHS) Art S. Dobbs, Contracting Officer (5PSAC)
 Federal Protective Service (FPS) Tel:
 230 South Dearborn Street (Suite 3540) Fax: b2Low
 Chicago, IL 60604 Email: b6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) 9A. AMENDMENT OF SOLICITATION NO.
 AKAL Security (X)
 Attn: Mr. Michael J. Francis, Director Homeland Security Division
 7 Infinity Drive
 Espanola, NM 87523
 Tel: 505/747-7832 Fax: 505/747-9471
 Email: b6
 CODE FACILITY CODE 9B. DATED (SEE ITEM 11)
 9C. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001
 9D. DATED (SEE ITEM 11)
 March 1, 2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;
 or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

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

CHECK ONE A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
 B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
 C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
 D. OTHER (Specify type of modification and authority)
 XX Exercise of First Option Period (Oct. 1, 2005 through Sept. 30, 2006) Per BPA GS05P03GCD0001

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
 BPA GS05P03GCD0001, providing armed and unarmed security guard services, and unarmed security clerk services at BPA-specified facilities within the the states of MN, WI, IN and IL, is hereby modified as follows: Option Period 1 (One) is hereby exercised at the current prices and rates stated in BPA . After price adjustment clarifications by AKAL, and negotiations/review by the Contracting Officer, with FPS HQ concurrence applicable Service Contract Act (SCA) price adjustments will be made to the unit prices of this BPA via BPA modification in accordance with FAR 52.222-41 (May 1989), with the adjusted unit prices (hourly rates) made retroactive to services provide on and after Oct. 1, 2005, for the duration of this Option Period (Oct. 1, 2005 through Sep. 30, 2006). These are essential contract/BPA-provided security services that must continue without interruption. All other terms and conditions of BPA GS05P03GCD0001 remain unchanged.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA 16C. DATE SIGNED
 (Signature of person authorized to sign) Art S. Dobbs, Contracting Officer
 (Signature of Contracting Officer) 30 SEP 05

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 47

2. AMENDMENT/MODIFICATION NO. 3. EFFECTIVE DATE 4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (if applicable)
Modification PC0004 05/08/2006 AKAL-4s

6. ISSUED BY CODE 7. ADMINISTERED BY (if other than Item 6) CODE
U.S. Department of Homeland Security (DHS) Arthur Dobbs, Contracting Officer (5PSAC)
Federal Protective Service (FPS) Tel:
230 South Dearborn Street (Suite 3540) Fax: b2Low
Chicago, IL 60604 Email: b6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) (X) 9A. AMENDMENT OF SOLICITATION NO.
AKAL Security, Inc. 9B. DATED (SEE ITEM 11)
Attn: Kirpal Singh Khalsa
7 Infinity Drive
Española, NM 87532
Tel: 505/753-7832 x: 2119 Fax: 505/747-9471
email: b6
CODE FACILITY CODE 10A. MODIFICATION OF CONTRACT/ORDER NO.
GS05P03GCD0001
XX 10B. DATED (SEE ITEM 11)
March 1, 2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted;
or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

ACCOUNTING AND APPROPRIATION DATA (if required)

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

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
BPA GS05P03GCD0001, providing armed and unarmed security guard services and unarmed security clerk services throughout Minnesota, Wisconsin, Indiana and Illinois (excluding 4 buildings in the Chicago Loop), is hereby modified to make changes to the way the contractor submits invoices for the service period beginning 5/1/2006 (See Attachment page 2 thru 47).

As provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
	Arthur Dobbs, Contracting Officer
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	
16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of Contracting Officer)	10 MAR 2006

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 2

2. AMENDMENT/MODIFICATION NO. Mod 5	3. EFFECTIVE DATE April 1, 2005	4. REQUISITION/PURCHASE REQ. NO. GS05P03GCD0001	5. PROJECT NO. (if applicable) 4 State Guard Contract
ISSUED BY CODE		7. ADMINISTERED BY (if other than item 6) CODE	

U.S. Department of Homeland Security (DHS)
Federal Protective Service (FPS)
230 S. Dearborn St., Suite 3540
Chicago, IL 60604

Art. S. Dobbs
Tel. b2Low
FA
E-mail b6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

AKAL Security
Mr. Tony Perez, Contract Executive
7 Infinity Drive
Española, NM 87532
Tel: 505.747.7832 Fax: 505.747.9471

CODE FACILITY CODE

(X)	9A. AMENDMENT OF SOLICITATION NO.
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001
x	10B. DATED (SEE ITEM 11) March 1, 2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
x	Changes Clause FAR 52.243-1 (Alternate 2)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
BPA GS05P03GCD0001, providing security guard services and security clerk services at FPS supported facilities throughout Minnesota Wisconsin, Indiana and Illinois (excluding 4 buildings in the Chicago Loop covered by a separate contract/BPA), is hereby modified. Contract employee wages and benefits are to be determined by the collective bargaining agreement between AKAL Security Inc. and Security Police Fire Professionals of America (SPFPA) and its Almagamated Locals 200, 201, 202 and 203, effective April 1, 2005 through September 30, 2007, according to DOL Wage Determination 2005-0310, Revision 2.

As provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
	Art S. Dobbs, FPS Contracting Officer
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	
16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of Contracting Officer)	5 JUL 06

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 1

2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
Mod 6		October 1, 2006	GS05P03GCD0001	4 State Guard Contract
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE		
U.S. Department of Homeland Security (DHS) Federal Protective Service (FPS) 230 S. Dearborn St., Suite 3540 Chicago, IL 60604		Art. S. Dobbs Tel. FAx b2Low E-mail b6		

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(X)	9A. AMENDMENT OF SOLICITATION NO.
AKAL Security Mr. Tony Perez and Kirpal S. Khalsa 7 Infinity Drive Española, NM 87532 Tel: 505.747.7832 Fax: 505.747.9471			
CODE			9B. DATED (SEE ITEM 11)
FACILITY CODE			
		x	10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001
			10B. DATED (SEE ITEM 11) March 1, 2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

COUNTING AND APPROPRIATION DATA (If required)

A


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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
x	D. OTHER (Specify type of modification and authority) Exercise of 2nd option period (October 1, 2006 through September 30, 2007 per BPA GS05P3GCD0001

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
BPA GS05P03GCD0001, providing armed and unarmed security guard services, and unarmed security clerk services at BPA-supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois, with exception of four facilities in the Chicago Loop covered by a separate contract/BPA, is hereby modified as follows: Option Period 2 (Two) is hereby exercised at prices and rates stated in the BPA for this option period (i.e., prices are unchanged). After price adjustment negotiations and review by the Contracting Officer, and with FPS HQ concurrence, any applicable Service Contract Act (SCA) price adjustments will be made to the unit prices of this BPA via another modification in accordance with FAR 52.222-41 (May 1989), with the adjusted unit prices (hourly rates) made retroactive to services provide on and after October 1, 2006, for the duration of this Option Period (Oct. 1, 2006 through Sep. 30, 2007). These are essential contract/BPA-provided security services that must be provided without interruption. All other terms and conditions of BPA GS05P03GCD0001 remain unchanged. This BPA mod incurs no funding obligation; separately-funded BPA task orders are necessary for invoicing.

As provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Art S. Dobbs, FPS Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		 (Signature of Contracting Officer)	29SEP06

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 15
2. AMENDMENT/MODIFICATION NO. BPA Mod. P0007	3. EFFECTIVE DATE 07/01/2004	4. REQUISITION/PURCHASE REQ NO BPA Modification P0007	5. PROJECT NO (if applicable)
6. ISSUED BY FEDERAL PROTECTIVE SVC. DIV. - SPS 230 S. DEARBORN STREET CHICAGO IL 60604	CODE GC000	7. ADMINISTERED BY (if other than item 6) FEDERAL PROTECTIVE SVC. DIV. - SPS 230 S. DEARBORN STREET CHICAGO IL	CODE GC000
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		(x) 9A. AMENDMENT OF SOLICITATION NO.	9B. DATED (SEE ITEM 11)
CODE 0177118880000 FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO GS05P03GCD0001 BPA/MODIFICATION/P0007	10B. DATED (SEE ITEM 11) 12/15/2006

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of offers is extended. is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

This BPA modification incurs no funding obligation (see attached)

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43 103(b)
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Pursuant to FAR 52.222-43 Fair Labor Standards Act and Service Contract Act

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

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

GSA Contract #: GS-07F-0061M
 BPA GS05P03GCD0001 for the provision of armed and unarmed security guard services, unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA is hereby modified. (See attached pages 3 through 15)
 Discount Terms:
 b2Low
 Delivery Location Code: IL0236
 JOHN C. KLUCZYNSKI FED. BLDG.
 230 S. DEARBORN STREET
 CHICAGO IL
 Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Arthur S. Dobbs
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA <i>Arthur S. Dobbs</i> (Signature of Contracting Officer)
	16C. DATE SIGNED 15 DEC 06

CONTINUATION SHEET

REFERENCE NO OF DOCUMENT BEING CONTINUED
 GS05P03GCD0001/BPA/MODIFICATION/P0007

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 2 15

NAME OF OFFEROR OR CONTRACTOR
 KAL SECURITY INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	FOB: Destination SCA Price Adjustment for the period July 1, 2004 through September 30, 2005 Accounting Info: b2Low \$0.00 (Subject to Availability of Funds) Period of Performance: 10/01/2004 to 09/30/2006	1	LO	0.00	0.00
0002	SCA Price adjustment for the period October 1, 2005 through September 30, 2006. Accounting Info: b2Low \$0.00 (Subject to Availability of Funds) Period of Performance: 10/01/2004 to 09/30/2006 The total amount of award: \$0.00. The obligation for this award is \$0.00.	1	LO	0.00	0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 15	
2. AMENDMENT/MODIFICATION NO. BPA MOD P0008		3. EFFECTIVE DATE 12/22/2006		4. REQUISITION/PURCHASE REQ. NO. BPA Modification P0008	
5. PROJECT NO. (If applicable)		6. ISSUED BY Federal Protective Svc. Div. - 5PS 230 S. Dearborn Street Chicago IL 60604		7. ADMINISTERED BY (If other than Item 6) Federal Protective Svc. Div. - 5PS 230 S. Dearborn Street Chicago IL	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		9A. AMENDMENT OF SOLICITATION NO. <input checked="" type="checkbox"/>		9B. DATED (SEE ITEM 11)	
CODE 0177118880000 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001 BPAMODP0008		10B. DATED (SEE ITEM 11) 12/22/2006	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 9 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

This BPA modification incurs no funding obligation (see attached).

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Pursuant to FAR 52.222-43 Fair Labor Standards Act and Service Contract Act

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

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

GSA Contract #: GS-07F-0061M
BPA GS05P03GCD0001 for the provision of armed and unarmed security guard services, unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA is hereby modified to cancel BPA Mod P0007 in its entirety. This BPA modification P0008 is issued to execute and authorize the price adjustment in accordance with FAR 52.222-43 "Fair Labor Standards Act and Service Contract Act - Price Adjustment" as described in attached pages 3 through 15.

Discount Terms:

b2Low

Delivery Location Code: IL0236

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 8A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		15B. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Arthur S. Dobbs	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	15B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	15C. DATE SIGNED 20 DEC 06

NSN 7540-01-152-9070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 GS05P03GCD0001/BPAMODP0008

PAGE OF
 2 15

NAME OF OFFEROR OR CONTRACTOR
 AKAL SECURITY INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	JOHN C. KLUCZYNSKI FED. BLDG. 230 S. DEARBORN STREET CHICAGO IL FOB: Destination Period of Performance: 07/01/2004 to 09/30/2006 SCA Price Adjustment for the period July 1, 2004 through September 30, 2005. Accounting Info: b2Low \$0.00 (Subject to Availability of Funds) Period of Performance: 07/01/2004 to 09/30/2005	1	LO	0.00	0.00
0002	SCA Price Adjustment for the period October 1, 2005 through September 30, 2006. Accounting Info: b2Low \$0.00 (Subject to Availability of Funds) Period of Performance: 10/01/2005 to 09/30/2006 The total amount of award: \$0.00. The obligation for this award is \$0.00.	1	LO	0.00	0.00

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

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2. AMENDMENT/MODIFICATION NO. Modification 9	3. EFFECTIVE DATE May 15, 2007	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable) AKAL-4s
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE	

U.S. Department of Homeland Security (DHS)
Federal Protective Service (FPS)
230 South Dearborn Street (Suite 3540)
Chicago, IL 60604

Arthur Dobbs, Contracting Officer (5PSAC)
Tel:
Fax: b2Low
Email: b6

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)
AKAL Security, Inc.
7 Infinity Drive
Española, NM 87532

Tel: 505/753-7832 x: 2119 Fax: 505/747-9471

(X) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.
GS05P03GCD0001
XX 10B. DATED (SEE ITEM 11)
March 1, 2004

CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended, is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

ACCOUNTING AND APPROPRIATION DATA (If required)

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
XX	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

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

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
BPA GS05P03GCD0001, providing armed and unarmed security guard services and unarmed security clerk services throughout Minnesota, Wisconsin, Indiana and Illinois (excluding 4 buildings in the Chicago Loop), is hereby modified to revise procedures for the contractor to submit invoices for payment (continued on Pages 2 through 39).

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Arthur Dobbs, Contracting Officer
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA <i>Arthur Dobbs</i> (Signature of Contracting Officer)
15C. DATE SIGNED	16C. DATE SIGNED 25 APR 07

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00010		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		7. ADMINISTERED BY (If other than Item 6) ICE/FPS/CENTR CC		CODE ICE/FPS/CENTR CC	
6. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		7. ADMINISTERED BY (If other than Item 6) ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Office of Acquisition Management 1901 North Highway 360, Ste. 500 Grand Prairie TX 75050-1412			
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 0177118880000		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001	
				10B. DATED (SEE ITEM 11) 03/01/2004	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers _____ is extended. is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

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

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

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

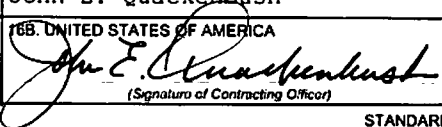
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-07F-0061M
 GS05P03GCD0001 providing armed and unarmed security guard services, and unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA.

PURPOSE: To identify new Administrative Contracting Officer and Contract Specialist, as well as new administrative contracting office address for subject BPA.

a. Starting on the effective date identified by the contracting officer signature below, change the signatory Administrative Contracting Officer for subject BPA and all associated Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
CONTRACTOR/OFFEROR		John E. Quackenbush	
15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)		 (Signature of Contracting Officer)	
		16C. DATE SIGNED 07/30/07	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 GS05P03GCD0001/P00010

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR
 AKAL SECURITY INC

I NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	BPA calls and task orders from Arthur Dobbs to: John Quackenbush Ph: b2Low e:mail: b6 b. Change the BPA daily administrator/contract specialist from Arthur Dobbs to: Larry Ginder Ph: b2Low e:mail: b6 c. Change the Issuing Office and Administrative Office for all future contractual actions under subject BPA to read as specified in Block 6 and Block 7 above. d. All other terms and conditions remain unchanged. -----LAST ITEM----- Period of Performance: 10/01/2006 to 09/30/2007				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 2
AMENDMENT/MODIFICATION NO. J0011	3 EFFECTIVE DATE 08/27/2007	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO (if applicable)
6 ISSUED BY ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Federal Protective Service Office of Acquisition Management 1901 North Highway 360, Ste. 500 Grand Prairie TX 75050-1412	CODE ICE/FPS/CENTR CC	7. ADMINISTERED BY (If other than Item 6) ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Ofc of Acquisition Management - FPS 1901 North Highway 360, Ste. 500 Attn: Sally Arnold Grand Prairie TX 75050-1412	CODE ICE/FPS/CENTR CC
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) AKAI SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		(x) 9A. AMENDMENT OF SOLICITATION NO.	
CODE 0177118880000 FACILITY CODE		9B. DATED (SEE ITEM 11)	
		X 10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001	
		10B. DATED (SEE ITEM 11) 03/01/2004	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: Mutual Agreement of the Contracting Parties
	D. OTHER (Specify type of modification and authority)

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

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

GSA Contract #: GS-07F-0061M

DUNS: 017711888 - 0000

TIN: 85-0279473

Purpose: To identify more detailed Temporary Additional Service (TAS, SAS, or EGS) services in support of FEMA and similar customers, and to identify new contract specialist

a. Change the BPA daily administrator/contract specialist from Larry Ginder to:

Sally Arnold

Ph: b2Low
FAX:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Daya Khalsa President	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) John E. Quackenbush
15B. CONTRACTOR/OFFEROR <i>[Signature]</i>	16B. UNITED STATES OF AMERICA <i>[Signature]</i>
15C. DATE SIGNED 8/28/07	16C. DATE SIGNED 08/28/07

4 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
GS05P03GCD0001/P00011

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2 2

NAME OF OFFEROR OR CONTRACTOR
KAL SECURITY INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>e:mail: b6</p> <p>b. In Part I, Statement of Work, following the Note 1 to the Introduction (Task Order) paragraphs, add the following information concerning TAS or EGS task orders:</p> <p>Pricing for Temporary Additional Service (TAS) and Special Additional Services (SAS) or EGS shall be performed at the Task Order's armed guard Contract Hourly Rate (CHR) for TAS/SAS/EGS as of the date such services are ordered.</p> <p>Additional services (TAS/SAS/EGS) that may be ordered at the sole option of the Government, is intended for short-term, non-recurring needs for service. The Government may choose to issue a separate Task Order for TAS/SAS/EGS for short term services. As an alternative, the Government may choose instead to identify TAS/SAS/EGS requirements as a separate line item within the regular annual Task Order to identify the payment mechanism for such services.</p> <p>When the Government requires TAS/SAS/EGS in support of FEMA and similar agencies for catastrophic disasters, the contractor may be required to not only provide additional guards, but also extraordinary housing, per diem, and transportation in order to meet those requirements. Such extraordinary services may only be approved and ordered by the Contracting Officer in writing and must be negotiated and funded individually in support of specific post requirements. The contractor shall not be compensated for any incurred costs that are not previously approved by the Contracting Officer.</p> <p>Should a continuing need for additional or extended services posts arise, a modification to the annual Task Order will be issued by the Government to provide for such recurring services.</p> <p>c. All other terms and conditions shall remain unchanged.</p> <p>-----LAST ITEM----- Period of Performance: 10/01/2006 to 09/30/2007</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 41
2. AMENDMENT/MODIFICATION NO. 0012	3. EFFECTIVE DATE 10/01/2007	4. REQUISITION/PURCHASE REQ. NO. Various		5. PROJECT NO. (if applicable)
ED BY	CODE ICE/FPS/CENTR CC	7. ADMINISTERED BY (if other than Item 6)		CODE ICE/FPS/CENTR CC
ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Federal Protective Service Office of Acquisition Management 1901 North Highway 360, Ste. 500 Grand Prairie TX 75050-1412		ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Ofc of Acquisition Management - FPS 1901 North Highway 360, Ste. 500 Attn: Sally Arnold Grand Prairie TX 75050-1412		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		9A. AMENDMENT OF SOLICITATION NO.		
AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		(x)		
98. DATED (SEE ITEM 11)		10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001		
98. DATED (SEE ITEM 11)		10B. DATED (SEE ITEM 11) 03/01/2004		
CODE 0177118880000	FACILITY CODE	11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS		

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended. is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

BPA calls shall be issued Subject to the Availability of Funds

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

<input checked="" type="checkbox"/>	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input checked="" type="checkbox"/>	Unilateral - FAR 52.217-9, Option to Extend
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

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

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

GSA Contract #: GS-07F-0061M

Providing armed and unarmed security guard services, and unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA.

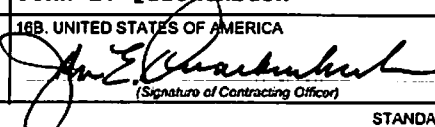
DUNS: 017711888-0000

TIN: 85-0279473

PURPOSE: To Exercise next option period of performance, and to incorporate new DOL Wage Determinations for Fiscal Year 08.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
CONTRACTOR/OFFEROR		John E. Quackenbush	
15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)		 (Signature of Contracting Officer)	
		16C. DATE SIGNED 09/28/07	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
 GS05P03GCD0001/P00012

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NAME OF OFFEROR OR CONTRACTOR
 SECURITY INC

.NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>a. In accordance with the clause at FAR 52.217-9, Option to Extend the Term of the Contract, and the preliminary notice of intent sent to AKAL on 8/30/07, the Government hereby chooses to exercise Option Period Three of our BPA, GC05P03GCD0001.</p> <p>b. The period of performance for this BPA shall now include the time period from Oct 01, 2007 through Sep 30, 2008.</p> <p>c. The Wage Determinations listed below and attached to this modification, shall apply to applicable employee wages during this next period of performance:</p> <ul style="list-style-type: none"> - WD 2005-0310, rev 3 dtd 9/20/2007 (CBA for Illinois, Indiana, Minnesota, and Wisconsin) - WD 2005-2167, rev 3 dtd 8/17/2007 (Springfield/Chicago, Illinois) - WD 2005-2193, rev 4 dtd 5/29/2007 (Indianapolis, Indiana) - WD 2005-2287, rev 4 dtd 8/15/2007 (Minneapolis, Minnesota) - WD 2005-2581, rev 3 dtd 5/29/2007 (Milwaukee, Wisconsin) <p>d. In recognition of the FY 07 price adjustment negotiations being conducted at the time of issuance of this modification, the contractor is advised that he shall have thirty days after the bilateral signature date of the pending FY 07 BPA price adjustment modification in which to prepare and submit a new wage adjustment proposal for the FY 08 period of performance. Failure to submit a wage adjustment proposal within the allotted time period may forfeit the contractor's right to receive such consideration in accordance with FAR 52.222-43.</p> <p>e. All other terms and conditions remain unchanged.</p> <p>-----LAST ITEM-----</p>				

2. AMENDMENT/MODIFICATION NO. PO0013 3. EFFECTIVE DATE 10/01/2006 4. REQUISITION/PURCHASE REQ. NO. 5. PROJECT NO. (If applicable)

6. ISSUED BY CODE ICE/FPS/CENTR/R5 7. ADMINISTERED BY (If other than Item 6) CODE ICE/FPS/CENTR/R5

ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Federal Protective Service Office of Acquisition Management 1901 North Highway 360, Ste. 500 Grand Prairie TX 75050-1412
 ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Ofc of Acquisition Management - FPS 1901 North Highway 360, Ste. 500 Attn: Sally Arnold Grand Prairie TX 75050-1412

8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code) (x) 9A. AMENDMENT OF SOLICITATION NO.

AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197

9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. GS05P03GCD0001

10B. DATED (SEE ITEM 11) 03/01/2004

CODE 0177118880000 FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended is not extended
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
 See Schedule

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

CHECK ONE A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
 B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
 C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
 X FAR 52.222-43, FLSA and SCA-Price Adjustment (Multi Yr & Option Contracts)
 D. OTHER (Specify type of modification and authority)

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

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

GSA Contract #: GS-07F-0061M
 Tax ID Number: 85-0279473
 POC: Sally Arnold
 Ph: b2Low
 e:mail: b6

Providing armed and unarmed security guard services, and unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA.

Continued ...
 Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Daya Khalsa, President 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) John E. Quackenbush

15B. CONTRACTOR/OFFICER (Signature of person authorized to sign) 15C. DATE SIGNED 2/11/08 16B. UNITED STATES OF AMERICA (Signature of Contracting Officer) 16C. DATE SIGNED 2/14/08

NAME OF OFFEROR OR CONTRACTOR
AKAL SECURITY INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DUNS: 017711888-0000 TIN: 85-0279473 PURPOSE: To incorporate new Schedule of Prices reflecting inclusion of Wage Determination Price Adjustment negotiated prices for FY 07.</p> <p>a. Relative to Option Period 2 and Option Period 3, delete the Schedule of Prices/instructions previously furnished in the BPA award document, and the most recently updated pricing in Modification 8, and insert the attached Schedule of Prices dated 2/4/08, when negotiations of the price adjustment settlement for FY 07 were concluded.</p> <p>b. Funding for the increased wages arising from this adjustment for the time period of Oct 01, 2006 through September 30, 2007 shall be identified on a single BPA call to be issued following the signature approval of this modification by both contracting parties.</p> <p>c. Funding for the increased wages arising from this adjustment for the time period of Oct 01, 2007 through September 30, 2008 shall be identified by modifications to the existing BPA calls for FY 08.</p> <p>d. As a result of these negotiations, the contractor hereby signs and agrees to the Release of Claims below:</p> <p style="text-align: center;">CONTRACTOR'S STATEMENT OF RELEASE</p> <p>In consideration of the modification(s) agreed to herein as complete equitable adjustments for the Contractor's subject FAR 52.222-43 proposal(s) for adjustment for BPA GS05P03GCD0001 for the period of October 1, 2006 through September 30, 2007, the Contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to the proposal(s) for adjustment (except for <i>See Attachment I: Modification P00013 To BPA GS05P03GCD0001</i>)</p> <p style="text-align: center;"><i>LIST OF EXCEPTIONS TO RELEASE</i></p> <p>Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
AKAL SECURITY INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p><u><i>[Signature]</i></u> Signature</p> <p><u>President</u> Title</p> <p><u>2/11/08</u> Date</p> <p>e. All other terms and conditions remain unchanged.</p> <p>-----LAST ITEM-----</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1 CONTRACT ID CODE	PAGE OF PAGES 1 38
2 AMENDMENT/MODIFICATION NO 00014	3 EFFECTIVE DATE 10/01/2008	4 REQUISITION/PURCHASE REQ NO	5 PROJECT NO. (If applicable)
ISSUED BY ICE/FPS/CENTR/R5	CODE ICE/FPS/CENTR/R5	7 ADMINISTERED BY (If other than Item 6) ICE/FPS/Central CCG/Region 5 Immigration and Customs Enforcement Federal Protective Service Office of Acquisition Management 1901 North Highway 360, Ste. 500 Grand Prairie TX 75050-1412	CODE ICE/FPS/CENTR/R5
8 NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AKAL SECURITY INC PO BOX 1197 SANTA CRUZ NM 875671197		(x) 9A AMENDMENT OF SOLICITATION NO	9B DATED (SEE ITEM 11)
CODE 0177118880000	FACILITY CODE	X 10A MODIFICATION OF CONTRACT/ORDER NO GS05P03GCD0001	10B DATED (SEE ITEM 11) 03/01/2004

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and the amendment, and is received prior to the opening hour and date specified.

12 ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Unilateral - FAR 52.217-8, Option to Extend Services (Nov 1999)

E. IMPORTANT: Contractor is not, is required to sign this document and return _____ 0 copies to the issuing office.

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

GSA Contract #: GS-07F-0061M
 POC: Sally Arnold
 Ph: b2Low
 e:mail: b6

Providing armed and unarmed security guard services, and unarmed security clerk services at BPA supported facilities throughout the States of Minnesota, Indiana, Wisconsin and Illinois with the exception of four facilities in the Chicago Loop covered by a separate contract/BPA.

DUNS: 017711888-0000

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) John E. Quackenbush
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED
16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 9/27/08

CONTINUATION SHEET

REFERENCE NO OF DOCUMENT BEING CONTINUED
GS05P03GCD0001/P00014

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NAME OF OFFEROR OR CONTRACTOR
AL SECURITY INC

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>PURPOSE: To exercise next option period under FAR 52.217-8, Option to Extend Services (Nov 1999) and to incorporate new DOL wage rates and collective bargaining agreements.</p> <p>a. In accordance with FAR 52.217-8, Option to Extend Services, and the preliminary notice of intent dated August 1, 2008, the government elects to exercise the next option period of three months, from October 1, 2008 through December 31, 2008 at the rates currently identified within the BPA for Option Period Three. NOTE: As soon as negotiations are completed for the CBA/WD price adjustment request, the Schedule of Prices rates shall be adjusted to cover all hours of service beginning Oct 1, 2008.</p> <p>b. The Wage Determinations listed below and attached to this modification, shall apply to applicable employee wages during this next period of performance;</p> <ul style="list-style-type: none"> - WD 2005-0310, Rev 4, dtd 9/3/08 (incorporates latest CBA's for Indiana, Illinois, Minnesota, and Wisconsin) - WD 2005-2167, Rev 6, dtd 5/29/2008 (Springfield/Chicago, IL) - WD 2005-2193, Rev 6, dtd 6/16/2008 (Indianapolis, IN) - WD 2005-2287, Rev 6, dtd 5/29/2008 (Minneapolis, MN) - WD 2005-2581, Rev 5, dtd 5/29/2008 (Milwaukee, WI) <p>c. All other terms and conditions remain unchanged.</p> <p>-----LAST ITEM-----</p> <p>Accounting Info: To be funded on individual BPA calls for FY 2009 Subject to Availability of Funds Period of Performance: 10/01/2008 to 12/31/2008</p>				

WD for FY 09.txt

REGISTER OF WAGE DETERMINATIONS UNDER		U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT		EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor		WAGE AND HOUR DIVISION
		WASHINGTON D.C. 20210
		Wage Determination No.: 2005-0310
Shirley F. Ebbesen		Revision No.: 4
Director		Date Of Last Revision: 09/03/2008

States: Illinois, Indiana, Minnesota, Wisconsin

- Area: Illinois Statewide
- Indiana Statewide
- Minnesota Statewide
- Wisconsin Statewide

Employed on DHS contract for Security Guard and Security Clerk service in the above localities:

Collective Bargaining Agreement between AKAL Security Inc. and Security Police Fire Professional of America (SPFPA) and its Amalgamated Locals 200, 201, 202 and 203. effective October 1, 2008 through September 30, 2011.

In accordance with Sections 2(a) and 4(c) of the Service Contract Act, as amended, employees employed by the contractor(s) in performing services covered by the Collective Bargaining Agreement(s) are to be paid wage rates and fringe benefits set forth in the current collective bargaining agreement and modified extension agreement(s).

WD 05-2167 (Rev.-5) was first posted on www.wdol.gov on 06/03/2008

REGISTER OF WAGE DETERMINATIONS UNDER
 THE SERVICE CONTRACT ACT
 By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
 EMPLOYMENT STANDARDS ADMINISTRATION
 WAGE AND HOUR DIVISION
 WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
 Director Wage Determinations

Wage Determination No.: 2005-2167
 Revision No.: 6
 Date Of Revision: 05/29/2008

State: Illinois

Area: Illinois Counties of Cook, De Kalb, Du Page, Kane, Lake, Lee, McHenry

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	15.42
01012 - Accounting Clerk II	17.71
01013 - Accounting Clerk III	19.19
01020 - Administrative Assistant	25.46
01040 - Court Reporter	18.87
01051 - Data Entry Operator I	13.59
01052 - Data Entry Operator II	15.69
01060 - Dispatcher, Motor Vehicle	20.57
01070 - Document Preparation Clerk	13.05
01090 - Duplicating Machine Operator	13.05
01111 - General Clerk I	12.53
01112 - General Clerk II	13.60
01113 - General Clerk III	16.34
01120 - Housing Referral Assistant	21.38
01141 - Messenger Courier	10.45
01191 - Order Clerk I	13.23
01192 - Order Clerk II	14.53
01261 - Personnel Assistant (Employment) I	16.85
01262 - Personnel Assistant (Employment) II	18.86
01263 - Personnel Assistant (Employment) III	21.01
01270 - Production Control Clerk	20.56
01280 - Receptionist	13.05
01290 - Rental Clerk	16.79
01300 - Scheduler, Maintenance	18.36
01311 - Secretary I	18.36
01312 - Secretary II	19.41
01313 - Secretary III	21.38
01320 - Service Order Dispatcher	18.87
01410 - Supply Technician	25.46
01420 - Survey Worker	17.89
01531 - Travel Clerk I	12.62
01532 - Travel Clerk II	13.64
01533 - Travel Clerk III	14.76
01611 - Word Processor I	13.24
01612 - Word Processor II	16.52
01613 - Word Processor III	18.90
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	21.53
05010 - Automotive Electrician	21.96
05040 - Automotive Glass Installer	20.95

05070 - Automotive Worker	20.95
05110 - Mobile Equipment Servicer	18.95
05130 - Motor Equipment Metal Mechanic	25.26
05160 - Motor Equipment Metal Worker	20.95
05190 - Motor Vehicle Mechanic	25.26
05220 - Motor Vehicle Mechanic Helper	17.93
05250 - Motor Vehicle Upholstery Worker	19.96
05280 - Motor Vehicle Wrecker	20.95
05310 - Painter, Automotive	21.96
05340 - Radiator Repair Specialist	20.95
05370 - Tire Repairer	15.92
05400 - Transmission Repair Specialist	25.26
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.06
07041 - Cook I	12.99
07042 - Cook II	14.36
07070 - Dishwasher	10.18
07130 - Food Service Worker	10.18
07210 - Meat Cutter	13.06
07260 - Waiter/Waitress	9.96
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.10
09040 - Furniture Handler	13.83
09080 - Furniture Refinisher	19.10
09090 - Furniture Refinisher Helper	15.59
09110 - Furniture Repairer, Minor	17.36
09130 - Upholsterer	19.10
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.20
11060 - Elevator Operator	11.20
11090 - Gardener	16.06
11122 - Housekeeping Aide	11.44
11150 - Janitor	12.47
11210 - Laborer, Grounds Maintenance	12.86
11240 - Maid or Houseman	10.97
11260 - Pruner	11.64
11270 - Tractor Operator	15.06
11330 - Trail Maintenance Worker	12.86
11360 - Window Cleaner	13.64
12000 - Health Occupations	
12010 - Ambulance Driver	16.22
12011 - Breath Alcohol Technician	18.40
12012 - Certified Occupational Therapist Assistant	19.46
12015 - Certified Physical Therapist Assistant	21.66
12020 - Dental Assistant	14.51
12025 - Dental Hygienist	31.36
12030 - EKG Technician	24.49
12035 - Electroneurodiagnostic Technologist	24.49
12040 - Emergency Medical Technician	16.22
12071 - Licensed Practical Nurse I	16.40
12072 - Licensed Practical Nurse II	18.40
12073 - Licensed Practical Nurse III	20.59
12100 - Medical Assistant	14.39
12130 - Medical Laboratory Technician	18.10
12160 - Medical Record Clerk	16.98
12190 - Medical Record Technician	17.38
12195 - Medical Transcriptionist	16.22
12210 - Nuclear Medicine Technologist	31.86
12221 - Nursing Assistant I	10.49
12222 - Nursing Assistant II	11.80
12223 - Nursing Assistant III	12.52
12224 - Nursing Assistant IV	14.08
12235 - Optical Dispenser	15.39
12236 - Optical Technician	14.58

12250 - Pharmacy Technician	15.39
12280 - Phlebotomist	14.08
12305 - Radiologic Technologist	28.44
12311 - Registered Nurse I	27.02
12312 - Registered Nurse II	30.22
12313 - Registered Nurse II, Specialist	30.22
12314 - Registered Nurse III	37.59
12315 - Registered Nurse III, Anesthetist	37.59
12316 - Registered Nurse IV	45.03
12317 - Scheduler (Drug and Alcohol Testing)	21.39
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.93
13012 - Exhibits Specialist II	24.69
13013 - Exhibits Specialist III	30.20
13041 - Illustrator I	20.32
13042 - Illustrator II	26.09
13043 - Illustrator III	30.80
13047 - Librarian	28.99
13050 - Library Aide/Clerk	13.72
13054 - Library Information Technology Systems Administrator	23.93
13058 - Library Technician	15.80
13061 - Media Specialist I	17.49
13062 - Media Specialist II	19.55
13063 - Media Specialist III	21.81
13071 - Photographer I	17.74
13072 - Photographer II	20.05
13073 - Photographer III	24.68
13074 - Photographer IV	30.20
13075 - Photographer V	35.43
13110 - Video Teleconference Technician	14.78
14000 - Information Technology Occupations	
14041 - Computer Operator I	16.52
14042 - Computer Operator II	17.91
14043 - Computer Operator III	19.92
14044 - Computer Operator IV	22.77
14045 - Computer Operator V	25.56
14071 - Computer Programmer I (1)	22.61
14072 - Computer Programmer II (1)	
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	16.52
14160 - Personal Computer Support Technician	24.29
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	29.94
15020 - Aircrew Training Devices Instructor (Rated)	34.56
15030 - Air Crew Training Devices Instructor (Pilot)	38.79
15050 - Computer Based Training Specialist / Instructor	29.94
15060 - Educational Technologist	28.92
15070 - Flight Instructor (Pilot)	38.79
15080 - Graphic Artist	23.15
15090 - Technical Instructor	27.45
15095 - Technical Instructor/Course Developer	26.69
15110 - Test Proctor	17.84
15120 - Tutor	17.62
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.85
16030 - Counter Attendant	8.85
16040 - Dry Cleaner	11.44
16070 - Finisher, Flatwork, Machine	8.85
16090 - Presser, Hand	8.85
16110 - Presser, Machine, Drycleaning	8.85

16130 - Presser, Machine, Shirts	8.85
16160 - Presser, Machine, Wearing Apparel, Laundry	8.85
16190 - Sewing Machine Operator	12.26
16220 - Tailor	13.13
16250 - Washer, Machine	9.73
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.27
19040 - Tool And Die Maker	27.21
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.74
21030 - Material Coordinator	20.48
21040 - Material Expediter	20.48
21050 - Material Handling Laborer	17.26
21071 - Order Filler	12.68
21080 - Production Line Worker (Food Processing)	15.74
21110 - Shipping Packer	15.87
21130 - Shipping/Receiving Clerk	15.87
21140 - Store Worker I	13.06
21150 - Stock Clerk	17.12
21210 - Tools And Parts Attendant	16.25
21410 - Warehouse Specialist	16.10
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	29.96
23021 - Aircraft Mechanic I	28.38
23022 - Aircraft Mechanic II	29.96
23023 - Aircraft Mechanic III	31.40
23040 - Aircraft Mechanic Helper	20.38
23050 - Aircraft, Painter	24.99
23060 - Aircraft Servicer	23.85
23080 - Aircraft Worker	25.02
23110 - Appliance Mechanic	20.45
23120 - Bicycle Repairer	15.92
23125 - Cable Splicer	24.89
23130 - Carpenter, Maintenance	31.06
23140 - Carpet Layer	26.36
23160 - Electrician, Maintenance	32.37
23181 - Electronics Technician Maintenance I	24.16
23182 - Electronics Technician Maintenance II	25.24
23183 - Electronics Technician Maintenance III	26.85
23260 - Fabric Worker	19.10
23290 - Fire Alarm System Mechanic	27.57
23310 - Fire Extinguisher Repairer	19.20
23311 - Fuel Distribution System Mechanic	24.30
23312 - Fuel Distribution System Operator	21.58
23370 - General Maintenance Worker	20.93
23380 - Ground Support Equipment Mechanic	28.38
23381 - Ground Support Equipment Servicer	23.85
23382 - Ground Support Equipment Worker	25.20
23391 - Gunsmith I	19.20
23392 - Gunsmith II	21.66
23393 - Gunsmith III	24.09
23410 - Heating, Ventilation And Air-Conditioning Mechanic	23.82
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
24.77	
23430 - Heavy Equipment Mechanic	24.65
23440 - Heavy Equipment Operator	32.56
23460 - Instrument Mechanic	23.23
23465 - Laboratory/Shelter Mechanic	22.86
23470 - Laborer	13.12
23510 - Locksmith	19.10
23530 - Machinery Maintenance Mechanic	23.40
23550 - Machinist, Maintenance	26.15
23580 - Maintenance Trades Helper	15.37
23591 - Metrology Technician I	23.23

23592 - Metrology Technician II	24.36
23593 - Metrology Technician III	26.33
23640 - Millwright	29.44
23710 - Office Appliance Repairer	22.07
23760 - Painter, Maintenance	23.55
23790 - Pipefitter, Maintenance	26.19
23810 - Plumber, Maintenance	24.32
23820 - Pneudraulic Systems Mechanic	24.09
23850 - Rigger	24.02
23870 - Scale Mechanic	21.66
23890 - Sheet-Metal Worker, Maintenance	27.63
23910 - Small Engine Mechanic	18.22
23931 - Telecommunications Mechanic I	26.63
23932 - Telecommunications Mechanic II	27.96
23950 - Telephone Lineman	27.68
23960 - Welder, Combination, Maintenance	19.97
23965 - Well Driller	23.49
23970 - Woodcraft Worker	24.09
23980 - Woodworker	16.38
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	10.83
24580 - Child Care Center Clerk	14.23
24610 - Chore Aide	8.94
24620 - Family Readiness And Support Services Coordinator	14.63
24630 - Homemaker	15.98
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	30.42
25040 - Sewage Plant Operator	24.63
25070 - Stationary Engineer	30.42
25190 - Ventilation Equipment Tender	20.93
25210 - Water Treatment Plant Operator	24.63
27000 - Protective Service Occupations	
27004 - Alarm Monitor	19.38
27007 - Baggage Inspector	11.00
27008 - Corrections Officer	28.69
27010 - Court Security Officer	28.69
27030 - Detection Dog Handler	16.66
27040 - Detention Officer	28.69
27070 - Firefighter	27.04
27101 - Guard I	11.00
27102 - Guard II	16.66
27131 - Police Officer I	30.33
27132 - Police Officer II	33.11
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	13.07
28042 - Carnival Equipment Repairer	13.99
28043 - Carnival Equipment Worker	9.42
28210 - Gate Attendant/Gate Tender	13.85
28310 - Lifeguard	11.91
28350 - Park Attendant (Aide)	15.50
28510 - Recreation Aide/Health Facility Attendant	8.94
28515 - Recreation Specialist	14.44
28630 - Sports Official	12.34
28690 - Swimming Pool Operator	18.21
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	24.62
29020 - Hatch Tender	24.62
29030 - Line Handler	23.30
29041 - Stevedore I	23.21
29042 - Stevedore II	25.89
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	36.95
30011 - Air Traffic Control Specialist, Station (HFO) (2)	25.48
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	28.06

30021 - Archeological Technician I	17.02
30022 - Archeological Technician II	18.97
30023 - Archeological Technician III	25.81
30030 - Cartographic Technician	26.98
30040 - Civil Engineering Technician	23.94
30061 - Drafter/CAD Operator I	16.94
30062 - Drafter/CAD Operator II	18.97
30063 - Drafter/CAD Operator III	21.22
30064 - Drafter/CAD Operator IV	28.96
30081 - Engineering Technician I	15.79
30082 - Engineering Technician II	18.03
30083 - Engineering Technician III	21.75
30084 - Engineering Technician IV	26.95
30085 - Engineering Technician V	33.19
30086 - Engineering Technician VI	45.66
30090 - Environmental Technician	20.15
30210 - Laboratory Technician	21.22
30240 - Mathematical Technician	25.18
30361 - Paralegal/Legal Assistant I	19.23
30362 - Paralegal/Legal Assistant II	23.82
30363 - Paralegal/Legal Assistant III	29.15
30364 - Paralegal/Legal Assistant IV	35.29
30390 - Photo-Optics Technician	26.33
30461 - Technical Writer I	24.33
30462 - Technical Writer II	29.68
30463 - Technical Writer III	35.76
30491 - Unexploded Ordnance (UXO) Technician I	23.48
30492 - Unexploded Ordnance (UXO) Technician II	28.41
30493 - Unexploded Ordnance (UXO) Technician III	34.06
30494 - Unexploded (UXO) Safety Escort	23.48
30495 - Unexploded (UXO) Sweep Personnel	23.48
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	21.22
30621 - Weather Observer, Senior (2)	23.48
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	16.05
31030 - Bus Driver	21.32
31043 - Driver Courier	19.14
31260 - Parking and Lot Attendant	12.59
31290 - Shuttle Bus Driver	21.43
31310 - Taxi Driver	15.18
31361 - Truckdriver, Light	21.43
31362 - Truckdriver, Medium	22.78
31363 - Truckdriver, Heavy	24.15
31364 - Truckdriver, Tractor-Trailer	24.15
99000 - Miscellaneous Occupations	
99030 - Cashier	9.94
99050 - Desk Clerk	11.26
99095 - Embalmer	24.65
99251 - Laboratory Animal Caretaker I	14.03
99252 - Laboratory Animal Caretaker II	15.43
99310 - Mortician	32.24
99410 - Pest Controller	17.55
99510 - Photofinishing Worker	15.92
99710 - Recycling Laborer	20.54
99711 - Recycling Specialist	24.10
99730 - Refuse Collector	18.84
99810 - Sales Clerk	11.41
99820 - School Crossing Guard	12.13
99830 - Survey Party Chief	23.29
99831 - Surveying Aide	14.62
99832 - Surveying Technician	20.05
99840 - Vending Machine Attendant	14.63
99841 - Vending Machine Repairer	16.79
99842 - Vending Machine Repairer Helper	14.63

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime

(i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to

be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

WD 05-2193 (Rev.-6) was first posted on www.wdol.gov on 06/24/2008

REGISTER OF WAGE DETERMINATIONS UNDER
 THE SERVICE CONTRACT ACT
 By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
 EMPLOYMENT STANDARDS ADMINISTRATION
 WAGE AND HOUR DIVISION
 WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
 Director Wage Determinations

Wage Determination No.: 2005-2193
 Revision No.: 6
 Date Of Revision: 06/16/2008

State: Indiana

Area: Indiana Counties of Bartholomew, Boone, Clay, Decatur, Delaware, Fayette, Fountain, Hamilton, Hancock, Hendricks, Henry, Johnson, Madison, Marion, Montgomery, Morgan, Parke, Putnam, Rush, Shelby, Sullivan, Tippecanoe, Vermillion, Vigo, Warren

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	13.65
01012 - Accounting Clerk II	15.43
01013 - Accounting Clerk III	17.45
01020 - Administrative Assistant	21.01
01040 - Court Reporter	14.99
01051 - Data Entry Operator I	11.99
01052 - Data Entry Operator II	13.51
01060 - Dispatcher, Motor Vehicle	16.69
01070 - Document Preparation Clerk	13.31
01090 - Duplicating Machine Operator	13.31
01111 - General Clerk I	11.72
01112 - General Clerk II	12.79
01113 - General Clerk III	14.47
01120 - Housing Referral Assistant	19.05
01141 - Messenger Courier	11.70
01191 - Order Clerk I	12.30
01192 - Order Clerk II	15.84
01261 - Personnel Assistant (Employment) I	13.80
01262 - Personnel Assistant (Employment) II	16.13
01263 - Personnel Assistant (Employment) III	17.99
01270 - Production Control Clerk	21.08
01280 - Receptionist	12.95
01290 - Rental Clerk	13.70
01300 - Scheduler, Maintenance	15.14
01311 - Secretary I	15.14
01312 - Secretary II	16.57
01313 - Secretary III	18.95
01320 - Service Order Dispatcher	16.47
01410 - Supply Technician	21.01
01420 - Survey Worker	14.49
01531 - Travel Clerk I	11.67
01532 - Travel Clerk II	12.45
01533 - Travel Clerk III	13.20
01611 - Word Processor I	12.45
01612 - Word Processor II	13.75
01613 - Word Processor III	14.96
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.56

05010 - Automotive Electrician	18.58
05040 - Automotive Glass Installer	18.03
05070 - Automotive Worker	18.00
05110 - Mobile Equipment Servicer	16.45
05130 - Motor Equipment Metal Mechanic	19.35
05160 - Motor Equipment Metal Worker	18.00
05190 - Motor Vehicle Mechanic	19.35
05220 - Motor Vehicle Mechanic Helper	15.87
05250 - Motor Vehicle Upholstery Worker	17.29
05280 - Motor Vehicle Wrecker	18.00
05310 - Painter, Automotive	20.31
05340 - Radiator Repair Specialist	18.00
05370 - Tire Repairer	14.84
05400 - Transmission Repair Specialist	19.35
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.64
07041 - Cook I	10.74
07042 - Cook II	11.64
07070 - Dishwasher	9.09
07130 - Food Service Worker	9.17
07210 - Meat Cutter	13.69
07260 - Waiter/Waitress	7.62
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.65
09040 - Furniture Handler	15.60
09080 - Furniture Refinisher	18.65
09090 - Furniture Refinisher Helper	15.93
09110 - Furniture Repairer, Minor	17.29
09130 - Upholsterer	18.65
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.10
11060 - Elevator Operator	10.85
11090 - Gardener	11.87
11122 - Housekeeping Aide	9.46
11150 - Janitor	10.85
11210 - Laborer, Grounds Maintenance	11.07
11240 - Maid or Houseman	8.43
11260 - Pruner	11.94
11270 - Tractor Operator	11.37
11330 - Trail Maintenance Worker	11.07
11360 - Window Cleaner	10.88
12000 - Health Occupations	
12010 - Ambulance Driver	14.06
12011 - Breath Alcohol Technician	16.90
12012 - Certified Occupational Therapist Assistant	21.05
12015 - Certified Physical Therapist Assistant	23.08
12020 - Dental Assistant	16.41
12025 - Dental Hygienist	31.93
12030 - EKG Technician	20.64
12035 - Electroneurodiagnostic Technologist	20.64
12040 - Emergency Medical Technician	14.75
12071 - Licensed Practical Nurse I	15.04
12072 - Licensed Practical Nurse II	16.90
12073 - Licensed Practical Nurse III	18.91
12100 - Medical Assistant	13.45
12130 - Medical Laboratory Technician	17.33
12160 - Medical Record Clerk	12.99
12190 - Medical Record Technician	14.55
12195 - Medical Transcriptionist	14.08
12210 - Nuclear Medicine Technologist	29.69
12221 - Nursing Assistant I	10.28
12222 - Nursing Assistant II	11.54
12223 - Nursing Assistant III	11.74
12224 - Nursing Assistant IV	13.19

12235 - Optical Dispenser	13.62
12236 - Optical Technician	13.40
12250 - Pharmacy Technician	12.56
12280 - Phlebotomist	13.61
12305 - Radiologic Technologist	24.34
12311 - Registered Nurse I	23.29
12312 - Registered Nurse II	28.16
12313 - Registered Nurse II, Specialist	28.16
12314 - Registered Nurse III	34.06
12315 - Registered Nurse III, Anesthetist	34.06
12316 - Registered Nurse IV	40.80
12317 - Scheduler (Drug and Alcohol Testing)	20.15
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	17.40
13012 - Exhibits Specialist II	21.57
13013 - Exhibits Specialist III	26.32
13041 - Illustrator I	18.70
13042 - Illustrator II	23.18
13043 - Illustrator III	28.29
13047 - Librarian	23.51
13050 - Library Aide/Clerk	12.56
13054 - Library Information Technology Systems Administrator	25.49
13058 - Library Technician	14.92
13061 - Media Specialist I	15.31
13062 - Media Specialist II	17.12
13063 - Media Specialist III	19.08
13071 - Photographer I	12.81
13072 - Photographer II	17.08
13073 - Photographer III	21.17
13074 - Photographer IV	25.84
13075 - Photographer V	31.34
13110 - Video Teleconference Technician	16.48
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.54
14042 - Computer Operator II	17.39
14043 - Computer Operator III	19.38
14044 - Computer Operator IV	23.38
14045 - Computer Operator V	27.51
14071 - Computer Programmer I (1)	19.93
14072 - Computer Programmer II (1)	24.71
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	15.54
14160 - Personal Computer Support Technician	24.52
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	24.79
15020 - Aircrew Training Devices Instructor (Rated)	33.06
15030 - Air Crew Training Devices Instructor (Pilot)	35.94
15050 - Computer Based Training Specialist / Instructor	27.62
15060 - Educational Technologist	25.57
15070 - Flight Instructor (Pilot)	35.94
15080 - Graphic Artist	21.39
15090 - Technical Instructor	19.59
15095 - Technical Instructor/Course Developer	23.95
15110 - Test Proctor	16.46
15120 - Tutor	16.46
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.31
16030 - Counter Attendant	8.31
16040 - Dry Cleaner	10.54
16070 - Finisher, Flatwork, Machine	8.31

16090 - Presser, Hand	8.31
16110 - Presser, Machine, Drycleaning	8.31
16130 - Presser, Machine, Shirts	8.31
16160 - Presser, Machine, Wearing Apparel, Laundry	8.31
16190 - Sewing Machine Operator	11.30
16220 - Tailor	12.03
16250 - Washer, Machine	9.13
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	25.46
19040 - Tool And Die Maker	30.19
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	16.16
21030 - Material Coordinator	21.00
21040 - Material Expediter	21.00
21050 - Material Handling Laborer	15.55
21071 - Order Filler	13.04
21080 - Production Line Worker (Food Processing)	16.16
21110 - Shipping Packer	15.06
21130 - Shipping/Receiving Clerk	15.06
21140 - Store Worker I	12.96
21150 - Stock Clerk	17.89
21210 - Tools And Parts Attendant	16.16
21410 - Warehouse Specialist	16.16
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	27.71
23021 - Aircraft Mechanic I	26.39
23022 - Aircraft Mechanic II	27.71
23023 - Aircraft Mechanic III	29.12
23040 - Aircraft Mechanic Helper	21.64
23050 - Aircraft, Painter	25.73
23060 - Aircraft Servicer	23.49
23080 - Aircraft Worker	24.54
23110 - Appliance Mechanic	18.65
23120 - Bicycle Repairer	15.95
23125 - Cable Splicer	22.74
23130 - Carpenter, Maintenance	18.65
23140 - Carpet Layer	18.07
23160 - Electrician, Maintenance	28.10
23181 - Electronics Technician Maintenance I	20.11
23182 - Electronics Technician Maintenance II	25.84
23183 - Electronics Technician Maintenance III	26.89
23260 - Fabric Worker	21.16
23290 - Fire Alarm System Mechanic	19.43
23310 - Fire Extinguisher Repairer	18.24
23311 - Fuel Distribution System Mechanic	24.90
23312 - Fuel Distribution System Operator	19.02
23370 - General Maintenance Worker	16.81
23380 - Ground Support Equipment Mechanic	26.39
23381 - Ground Support Equipment Servicer	23.49
23382 - Ground Support Equipment Worker	24.54
23391 - Gunsmith I	18.24
23392 - Gunsmith II	20.01
23393 - Gunsmith III	21.61
23410 - Heating, Ventilation And Air-Conditioning Mechanic	20.27
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	20.79
23430 - Heavy Equipment Mechanic	19.43
23440 - Heavy Equipment Operator	22.17
23460 - Instrument Mechanic	22.19
23465 - Laboratory/Shelter Mechanic	20.77
23470 - Laborer	12.21
23510 - Locksmith	20.77
23530 - Machinery Maintenance Mechanic	28.94
23550 - Machinist, Maintenance	19.55

23580 - Maintenance Trades Helper	15.90
23591 - Metrology Technician I	22.19
23592 - Metrology Technician II	22.38
23593 - Metrology Technician III	23.17
23640 - Millwright	28.58
23710 - Office Appliance Repairer	20.03
23760 - Painter, Maintenance	18.65
23790 - Pipefitter, Maintenance	23.84
23810 - Plumber, Maintenance	22.17
23820 - Pneudraulic Systems Mechanic	21.61
23850 - Rigger	21.61
23870 - Scale Mechanic	20.01
23890 - Sheet-Metal Worker, Maintenance	20.00
23910 - Small Engine Mechanic	18.07
23931 - Telecommunications Mechanic I	23.79
23932 - Telecommunications Mechanic II	24.73
23950 - Telephone Lineman	21.90
23960 - Welder, Combination, Maintenance	19.43
23965 - Well Driller	21.61
23970 - Woodcraft Worker	21.61
23980 - Woodworker	17.48
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	9.56
24580 - Child Care Center Clerk	11.89
24610 - Chore Aide	10.30
24620 - Family Readiness And Support Services Coordinator	14.58
24630 - Homemaker	14.72
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	22.55
25040 - Sewage Plant Operator	19.68
25070 - Stationary Engineer	22.55
25190 - Ventilation Equipment Tender	17.09
25210 - Water Treatment Plant Operator	18.65
27000 - Protective Service Occupations	
27004 - Alarm Monitor	14.76
27007 - Baggage Inspector	11.21
27008 - Corrections Officer	17.31
27010 - Court Security Officer	18.49
27030 - Detection Dog Handler	17.22
27040 - Detention Officer	17.31
27070 - Firefighter	20.88
27101 - Guard I	11.21
27102 - Guard II	17.22
27131 - Police Officer I	21.86
27132 - Police Officer II	24.31
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.07
28042 - Carnival Equipment Repairer	9.49
28043 - Carnival Equipment Worker	7.83
28210 - Gate Attendant/Gate Tender	12.77
28310 - Lifeguard	11.05
28350 - Park Attendant (Aide)	14.28
28510 - Recreation Aide/Health Facility Attendant	10.21
28515 - Recreation Specialist	13.73
28630 - Sports Official	11.37
28690 - Swimming Pool Operator	18.29
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.01
29020 - Hatch Tender	20.01
29030 - Line Handler	20.01
29041 - Stevedore I	17.47
29042 - Stevedore II	20.77
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	34.05

30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.49
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	25.86
30021 - Archeological Technician I	17.17
30022 - Archeological Technician II	19.99
30023 - Archeological Technician III	25.49
30030 - Cartographic Technician	25.49
30040 - Civil Engineering Technician	20.53
30061 - Drafter/CAD Operator I	16.07
30062 - Drafter/CAD Operator II	21.49
30063 - Drafter/CAD Operator III	21.55
30064 - Drafter/CAD Operator IV	25.49
30081 - Engineering Technician I	15.79
30082 - Engineering Technician II	17.73
30083 - Engineering Technician III	21.32
30084 - Engineering Technician IV	27.03
30085 - Engineering Technician V	30.61
30086 - Engineering Technician VI	37.05
30090 - Environmental Technician	19.07
30210 - Laboratory Technician	18.86
30240 - Mathematical Technician	25.78
30361 - Paralegal/Legal Assistant I	15.08
30362 - Paralegal/Legal Assistant II	20.62
30363 - Paralegal/Legal Assistant III	25.17
30364 - Paralegal/Legal Assistant IV	30.54
30390 - Photo-Optics Technician	25.66
30461 - Technical Writer I	19.31
30462 - Technical Writer II	23.62
30463 - Technical Writer III	28.58
30491 - Unexploded Ordnance (UXO) Technician I	21.64
30492 - Unexploded Ordnance (UXO) Technician II	26.19
30493 - Unexploded Ordnance (UXO) Technician III	31.39
30494 - Unexploded (UXO) Safety Escort	21.64
30495 - Unexploded (UXO) Sweep Personnel	21.64
30620 - Weather Observer, Combined Upper Air Or Surface Programs (3)	21.55
30621 - Weather Observer, Senior (3)	24.85
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	10.08
31030 - Bus Driver	18.45
31043 - Driver Courier	16.07
31260 - Parking and Lot Attendant	9.77
31290 - Shuttle Bus Driver	17.15
31310 - Taxi Driver	10.72
31361 - Truckdriver, Light	17.15
31362 - Truckdriver, Medium	22.44
31363 - Truckdriver, Heavy	22.50
31364 - Truckdriver, Tractor-Trailer	22.50
99000 - Miscellaneous Occupations	
99030 - Cashier	9.04
99050 - Desk Clerk	9.60
99095 - Embalmer	22.08
99251 - Laboratory Animal Caretaker I	10.14
99252 - Laboratory Animal Caretaker II	10.82
99310 - Mortician	26.25
99410 - Pest Controller	14.48
99510 - Photofinishing Worker	12.25
99710 - Recycling Laborer	17.63
99711 - Recycling Specialist	22.03
99730 - Refuse Collector	14.77
99810 - Sales Clerk	10.89
99820 - School Crossing Guard	9.59
99830 - Survey Party Chief	20.74
99831 - Surveying Aide	12.77
99832 - Surveying Technician	16.64
99840 - Vending Machine Attendant	13.40

99841 - Vending Machine Repairer
 99842 - Vending Machine Repairer Helper

15.20
 13.40

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 8 years, 4 weeks after 15 years, and 5 weeks after 30 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of

the rate of basic pay.

3) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b) (2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

WD 05-2287 (Rev.-6) was first posted on www.wdol.gov on 06/03/2008

REGISTER OF WAGE DETERMINATIONS UNDER
 THE SERVICE CONTRACT ACT
 By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
 EMPLOYMENT STANDARDS ADMINISTRATION
 WAGE AND HOUR DIVISION
 WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
 Director Wage Determinations

Wage Determination No.: 2005-2287
 Revision No.: 6
 Date Of Revision: 05/29/2008

States: Minnesota, Wisconsin

Area: Minnesota Counties of Anoka, Carver, Chisago, Dakota, Hennepin, Isanti,
 Ramsey, Scott, Washington, Wright
 Wisconsin Counties of Pierce, Polk, St Croix

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	14.63
01012 - Accounting Clerk II	16.42
01013 - Accounting Clerk III	18.36
01020 - Administrative Assistant	22.97
01040 - Court Reporter	18.34
01051 - Data Entry Operator I	13.02
01052 - Data Entry Operator II	14.22
01060 - Dispatcher, Motor Vehicle	21.93
01070 - Document Preparation Clerk	14.40
01090 - Duplicating Machine Operator	13.70
01111 - General Clerk I	13.65
01112 - General Clerk II	14.94
01113 - General Clerk III	18.25
01120 - Housing Referral Assistant	20.67
01141 - Messenger Courier	13.62
01191 - Order Clerk I	16.23
01192 - Order Clerk II	17.72
01261 - Personnel Assistant (Employment) I	16.70
01262 - Personnel Assistant (Employment) II	19.47
01263 - Personnel Assistant (Employment) III	21.61
01270 - Production Control Clerk	20.41
01280 - Receptionist	15.10
01290 - Rental Clerk	16.07
01300 - Scheduler, Maintenance	16.83
01311 - Secretary I	16.83
01312 - Secretary II	18.54
01313 - Secretary III	20.67
01320 - Service Order Dispatcher	20.00
01410 - Supply Technician	22.97
01420 - Survey Worker	18.27
01531 - Travel Clerk I	12.71
01532 - Travel Clerk II	13.71
01533 - Travel Clerk III	14.71
01611 - Word Processor I	14.80
01612 - Word Processor II	16.61
01613 - Word Processor III	18.58
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	23.66

05010 - Automotive Electrician	20.79
05040 - Automotive Glass Installer	19.11
05070 - Automotive Worker	19.93
05110 - Mobile Equipment Servicer	17.51
05130 - Motor Equipment Metal Mechanic	21.60
05160 - Motor Equipment Metal Worker	19.93
05190 - Motor Vehicle Mechanic	21.70
05220 - Motor Vehicle Mechanic Helper	16.72
05250 - Motor Vehicle Upholstery Worker	18.51
05280 - Motor Vehicle Wrecker	19.93
05310 - Painter, Automotive	19.94
05340 - Radiator Repair Specialist	19.73
05370 - Tire Repairer	16.12
05400 - Transmission Repair Specialist	21.60
07000 - Food Preparation And Service Occupations	
07010 - Baker	13.80
07041 - Cook I	13.58
07042 - Cook II	14.78
07070 - Dishwasher	10.58
07130 - Food Service Worker	10.92
07210 - Meat Cutter	20.01
07260 - Waiter/Waitress	10.54
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	19.90
09040 - Furniture Handler	15.26
09080 - Furniture Refinisher	18.83
09090 - Furniture Refinisher Helper	17.10
09110 - Furniture Repairer, Minor	18.54
09130 - Upholsterer	18.83
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.56
11060 - Elevator Operator	12.86
11090 - Gardener	18.90
11122 - Housekeeping Aide	12.86
11150 - Janitor	13.10
11210 - Laborer, Grounds Maintenance	15.44
11240 - Maid or Houseman	11.01
11260 - Pruner	14.93
11270 - Tractor Operator	16.83
11330 - Trail Maintenance Worker	15.44
11360 - Window Cleaner	14.02
12000 - Health Occupations	
12010 - Ambulance Driver	18.62
12011 - Breath Alcohol Technician	18.33
12012 - Certified Occupational Therapist Assistant	19.43
12015 - Certified Physical Therapist Assistant	19.43
12020 - Dental Assistant	18.20
12025 - Dental Hygienist	32.50
12030 - EKG Technician	23.95
12035 - Electroneurodiagnostic Technologist	23.95
12040 - Emergency Medical Technician	18.62
12071 - Licensed Practical Nurse I	16.20
12072 - Licensed Practical Nurse II	18.33
12073 - Licensed Practical Nurse III	20.45
12100 - Medical Assistant	15.70
12130 - Medical Laboratory Technician	19.22
12160 - Medical Record Clerk	15.39
12190 - Medical Record Technician	16.68
12195 - Medical Transcriptionist	16.45
12210 - Nuclear Medicine Technologist	31.60
12221 - Nursing Assistant I	11.20
12222 - Nursing Assistant II	12.61
12223 - Nursing Assistant III	13.38
12224 - Nursing Assistant IV	15.79

12235 - Optical Dispenser	16.18
12236 - Optical Technician	15.26
12250 - Pharmacy Technician	15.53
12280 - Phlebotomist	15.79
12305 - Radiologic Technologist	25.51
12311 - Registered Nurse I	27.31
12312 - Registered Nurse II	33.39
12313 - Registered Nurse II, Specialist	33.39
12314 - Registered Nurse III	40.41
12315 - Registered Nurse III, Anesthetist	40.41
12316 - Registered Nurse IV	48.26
12317 - Scheduler (Drug and Alcohol Testing)	21.22
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	20.47
13012 - Exhibits Specialist II	26.14
13013 - Exhibits Specialist III	30.90
13041 - Illustrator I	21.81
13042 - Illustrator II	27.01
13043 - Illustrator III	33.05
13047 - Librarian	33.12
13050 - Library Aide/Clerk	13.54
13054 - Library Information Technology Systems Administrator	25.74
13058 - Library Technician	17.20
13061 - Media Specialist I	18.14
13062 - Media Specialist II	19.95
13063 - Media Specialist III	21.95
13071 - Photographer I	18.66
13072 - Photographer II	20.87
13073 - Photographer III	25.85
13074 - Photographer IV	31.63
13075 - Photographer V	36.15
13110 - Video Teleconference Technician	18.04
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.15
14042 - Computer Operator II	19.69
14043 - Computer Operator III	22.83
14044 - Computer Operator IV	25.73
14045 - Computer Operator V	27.21
14071 - Computer Programmer I (1)	24.24
14072 - Computer Programmer II (1)	
14073 - Computer Programmer III (1)	
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	17.15
14160 - Personal Computer Support Technician	25.73
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	34.82
15020 - Aircrew Training Devices Instructor (Rated)	39.04
15030 - Air Crew Training Devices Instructor (Pilot)	42.83
15050 - Computer Based Training Specialist / Instructor	33.87
15060 - Educational Technologist	28.26
15070 - Flight Instructor (Pilot)	42.83
15080 - Graphic Artist	24.15
15090 - Technical Instructor	22.67
15095 - Technical Instructor/Course Developer	27.75
15110 - Test Proctor	19.57
15120 - Tutor	19.57
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	10.41
16030 - Counter Attendant	10.41
16040 - Dry Cleaner	13.11
16070 - Finisher, Flatwork, Machine	10.41

16090 - Presser, Hand	10.41
16110 - Presser, Machine, Drycleaning	10.41
16130 - Presser, Machine, Shirts	10.41
16160 - Presser, Machine, Wearing Apparel, Laundry	10.41
16190 - Sewing Machine Operator	13.88
16220 - Tailor	14.67
16250 - Washer, Machine	11.54
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	23.11
19040 - Tool And Die Maker	29.32
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	17.74
21030 - Material Coordinator	20.41
21040 - Material Expediter	20.41
21050 - Material Handling Laborer	16.04
21071 - Order Filler	13.50
21080 - Production Line Worker (Food Processing)	17.74
21110 - Shipping Packer	18.04
21130 - Shipping/Receiving Clerk	18.04
21140 - Store Worker I	13.25
21150 - Stock Clerk	17.13
21210 - Tools And Parts Attendant	17.74
21410 - Warehouse Specialist	18.67
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	24.88
23021 - Aircraft Mechanic I	23.95
23022 - Aircraft Mechanic II	24.88
23023 - Aircraft Mechanic III	25.85
23040 - Aircraft Mechanic Helper	18.52
23050 - Aircraft, Painter	22.93
23060 - Aircraft Servicer	21.03
23080 - Aircraft Worker	21.95
23110 - Appliance Mechanic	22.51
23120 - Bicycle Repairer	17.12
23125 - Cable Splicer	29.85
23130 - Carpenter, Maintenance	24.24
23140 - Carpet Layer	23.77
23160 - Electrician, Maintenance	29.96
23181 - Electronics Technician Maintenance I	23.21
23182 - Electronics Technician Maintenance II	26.06
23183 - Electronics Technician Maintenance III	29.52
23260 - Fabric Worker	20.93
23290 - Fire Alarm System Mechanic	24.43
23310 - Fire Extinguisher Repairer	19.65
23311 - Fuel Distribution System Mechanic	24.62
23312 - Fuel Distribution System Operator	21.94
23370 - General Maintenance Worker	21.24
23380 - Ground Support Equipment Mechanic	23.95
23381 - Ground Support Equipment Servicer	21.03
23382 - Ground Support Equipment Worker	21.95
23391 - Gunsmith I	19.74
23392 - Gunsmith II	21.95
23393 - Gunsmith III	23.95
23410 - Heating, Ventilation And Air-Conditioning Mechanic	23.83
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	24.75
23430 - Heavy Equipment Mechanic	23.03
23440 - Heavy Equipment Operator	26.16
23460 - Instrument Mechanic	22.24
23465 - Laboratory/Shelter Mechanic	22.96
23470 - Laborer	13.69
23510 - Locksmith	20.17
23530 - Machinery Maintenance Mechanic	23.29
23550 - Machinist, Maintenance	21.98

23580 - Maintenance Trades Helper	16.19
23591 - Metrology Technician I	22.24
23592 - Metrology Technician II	23.11
23593 - Metrology Technician III	24.00
23640 - Millwright	25.53
23710 - Office Appliance Repairer	21.42
23760 - Painter, Maintenance	21.49
23790 - Pipefitter, Maintenance	28.90
23810 - Plumber, Maintenance	25.16
23820 - Pneudraulic Systems Mechanic	23.95
23850 - Rigger	23.07
23870 - Scale Mechanic	21.85
23890 - Sheet-Metal Worker, Maintenance	26.89
23910 - Small Engine Mechanic	21.24
23931 - Telecommunications Mechanic I	24.87
23932 - Telecommunications Mechanic II	25.84
23950 - Telephone Lineman	24.43
23960 - Welder, Combination, Maintenance	22.63
23965 - Well Driller	23.07
23970 - Woodcraft Worker	23.95
23980 - Woodworker	19.10
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	13.15
24580 - Child Care Center Clerk	18.03
24610 - Chore Aide	10.70
24620 - Family Readiness And Support Services Coordinator	14.71
24630 - Homemaker	20.05
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	24.11
25040 - Sewage Plant Operator	21.62
25070 - Stationary Engineer	24.11
25190 - Ventilation Equipment Tender	18.11
25210 - Water Treatment Plant Operator	21.62
27000 - Protective Service Occupations	
27004 - Alarm Monitor	20.67
27007 - Baggage Inspector	13.13
27008 - Corrections Officer	19.70
27010 - Court Security Officer	21.99
27030 - Detection Dog Handler	18.37
27040 - Detention Officer	19.70
27070 - Firefighter	20.84
27101 - Guard I	13.13
27102 - Guard II	18.37
27131 - Police Officer I	25.90
27132 - Police Officer II	28.77
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.15
28042 - Carnival Equipment Repairer	12.21
28043 - Carnival Equipment Worker	9.93
28210 - Gate Attendant/Gate Tender	13.43
28310 - Lifeguard	11.28
28350 - Park Attendant (Aide)	15.03
28510 - Recreation Aide/Health Facility Attendant	10.59
28515 - Recreation Specialist	16.18
28630 - Sports Official	11.97
28690 - Swimming Pool Operator	19.47
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	25.63
29020 - Hatch Tender	25.63
29030 - Line Handler	25.63
29041 - Stevedore I	24.75
29042 - Stevedore II	26.78
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	35.84

30011 - Air Traffic Control Specialist, Station (HFO) (2)	24.71
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	27.21
30021 - Archeological Technician I	19.31
30022 - Archeological Technician II	21.70
30023 - Archeological Technician III	27.26
30030 - Cartographic Technician	29.12
30040 - Civil Engineering Technician	23.90
30061 - Drafter/CAD Operator I	19.40
30062 - Drafter/CAD Operator II	21.70
30063 - Drafter/CAD Operator III	24.20
30064 - Drafter/CAD Operator IV	29.33
30081 - Engineering Technician I	18.51
30082 - Engineering Technician II	21.39
30083 - Engineering Technician III	23.93
30084 - Engineering Technician IV	29.64
30085 - Engineering Technician V	31.63
30086 - Engineering Technician VI	39.73
30090 - Environmental Technician	22.39
30210 - Laboratory Technician	20.02
30240 - Mathematical Technician	23.33
30361 - Paralegal/Legal Assistant I	19.70
30362 - Paralegal/Legal Assistant II	24.82
30363 - Paralegal/Legal Assistant III	28.56
30364 - Paralegal/Legal Assistant IV	34.56
30390 - Photo-Optics Technician	29.64
30461 - Technical Writer I	22.99
30462 - Technical Writer II	28.14
30463 - Technical Writer III	33.99
30491 - Unexploded Ordnance (UXO) Technician I	22.77
30492 - Unexploded Ordnance (UXO) Technician II	27.55
30493 - Unexploded Ordnance (UXO) Technician III	33.02
30494 - Unexploded (UXO) Safety Escort	22.77
30495 - Unexploded (UXO) Sweep Personnel	22.77
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	24.20
30621 - Weather Observer, Senior (2)	26.54
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.79
31030 - Bus Driver	15.64
31043 - Driver Courier	14.85
31260 - Parking and Lot Attendant	9.77
31290 - Shuttle Bus Driver	17.50
31310 - Taxi Driver	12.91
31361 - Truckdriver, Light	15.91
31362 - Truckdriver, Medium	20.09
31363 - Truckdriver, Heavy	20.42
31364 - Truckdriver, Tractor-Trailer	20.39
99000 - Miscellaneous Occupations	
99030 - Cashier	10.01
99050 - Desk Clerk	10.62
99095 - Embalmer	25.41
99251 - Laboratory Animal Caretaker I	11.12
99252 - Laboratory Animal Caretaker II	11.90
99310 - Mortician	29.21
99410 - Pest Controller	18.25
99510 - Photofinishing Worker	14.85
99710 - Recycling Laborer	18.65
99711 - Recycling Specialist	20.00
99730 - Refuse Collector	17.12
99810 - Sales Clerk	11.64
99820 - School Crossing Guard	12.01
99830 - Survey Party Chief	28.59
99831 - Surveying Aide	19.00
99832 - Surveying Technician	21.84
99840 - Vending Machine Attendant	15.78

99841 - Vending Machine Repairer
 99842 - Vending Machine Repairer Helper

18.09
 15.78

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

1) Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your

regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

WD 05-2581 (Rev.-5) was first posted on www.wdol.gov on 06/03/2008

REGISTER OF WAGE DETERMINATIONS UNDER
 THE SERVICE CONTRACT ACT
 By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
 EMPLOYMENT STANDARDS ADMINISTRATION
 WAGE AND HOUR DIVISION
 WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of
 Director Wage Determinations

Wage Determination No.: 2005-2581
 Revision No.: 5
 Date Of Revision: 05/29/2008

State: Wisconsin

Area: Wisconsin Counties of Milwaukee, Ozaukee, Racine, Walworth, Washington, Waukesha

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	13.31
01012 - Accounting Clerk II	14.95
01013 - Accounting Clerk III	17.91
01020 - Administrative Assistant	23.19
01040 - Court Reporter	18.57
01051 - Data Entry Operator I	10.57
01052 - Data Entry Operator II	13.07
01060 - Dispatcher, Motor Vehicle	16.79
01070 - Document Preparation Clerk	13.07
01090 - Duplicating Machine Operator	13.07
01111 - General Clerk I	11.33
01112 - General Clerk II	13.35
01113 - General Clerk III	14.98
01120 - Housing Referral Assistant	18.17
01141 - Messenger Courier	10.16
01191 - Order Clerk I	11.13
01192 - Order Clerk II	13.73
01261 - Personnel Assistant (Employment) I	15.02
01262 - Personnel Assistant (Employment) II	16.79
01263 - Personnel Assistant (Employment) III	18.72
01270 - Production Control Clerk	19.53
01280 - Receptionist	12.58
01290 - Rental Clerk	14.53
01300 - Scheduler, Maintenance	14.90
01311 - Secretary I	14.90
01312 - Secretary II	16.66
01313 - Secretary III	18.17
01320 - Service Order Dispatcher	16.81
01410 - Supply Technician	23.19
01420 - Survey Worker	18.47
01531 - Travel Clerk I	12.17
01532 - Travel Clerk II	13.15
01533 - Travel Clerk III	14.23
01611 - Word Processor I	13.00
01612 - Word Processor II	15.67
01613 - Word Processor III	16.79
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.96
05010 - Automotive Electrician	18.80

05040 - Automotive Glass Installer	18.09
05070 - Automotive Worker	18.09
05110 - Mobile Equipment Servicer	16.65
05130 - Motor Equipment Metal Mechanic	19.45
05160 - Motor Equipment Metal Worker	18.09
05190 - Motor Vehicle Mechanic	19.45
05220 - Motor Vehicle Mechanic Helper	15.85
05250 - Motor Vehicle Upholstery Worker	17.45
05280 - Motor Vehicle Wrecker	18.09
05310 - Painter, Automotive	18.80
05340 - Radiator Repair Specialist	18.09
05370 - Tire Repairer	16.09
05400 - Transmission Repair Specialist	19.45
07000 - Food Preparation And Service Occupations	
07010 - Baker	11.12
07041 - Cook I	10.99
07042 - Cook II	11.91
07070 - Dishwasher	9.55
07130 - Food Service Worker	9.55
07210 - Meat Cutter	15.59
07260 - Waiter/Waitress	8.45
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.80
09040 - Furniture Handler	14.12
09080 - Furniture Refinisher	18.80
09090 - Furniture Refinisher Helper	15.85
09110 - Furniture Repairer, Minor	17.45
09130 - Upholsterer	18.80
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.35
11060 - Elevator Operator	10.00
11090 - Gardener	17.48
11122 - Housekeeping Aide	10.33
11150 - Janitor	12.86
11210 - Laborer, Grounds Maintenance	14.66
11240 - Maid or Houseman	8.48
11260 - Pruner	13.58
11270 - Tractor Operator	14.72
11330 - Trail Maintenance Worker	14.66
11360 - Window Cleaner	13.75
12000 - Health Occupations	
12010 - Ambulance Driver	14.34
12011 - Breath Alcohol Technician	15.24
12012 - Certified Occupational Therapist Assistant	17.05
12015 - Certified Physical Therapist Assistant	17.63
12020 - Dental Assistant	13.77
12025 - Dental Hygienist	26.44
12030 - EKG Technician	20.42
12035 - Electroneurodiagnostic Technologist	20.42
12040 - Emergency Medical Technician	15.43
12071 - Licensed Practical Nurse I	16.00
12072 - Licensed Practical Nurse II	17.96
12073 - Licensed Practical Nurse III	20.08
12100 - Medical Assistant	13.54
12130 - Medical Laboratory Technician	16.00
12160 - Medical Record Clerk	14.97
12190 - Medical Record Technician	15.21
12195 - Medical Transcriptionist	15.14
12210 - Nuclear Medicine Technologist	31.42
12221 - Nursing Assistant I	9.45
12222 - Nursing Assistant II	10.63
12223 - Nursing Assistant III	12.21
12224 - Nursing Assistant IV	13.70
12235 - Optical Dispenser	13.85

12236 - Optical Technician	13.31
12250 - Pharmacy Technician	12.31
12280 - Phlebotomist	13.74
12305 - Radiologic Technologist	24.16
12311 - Registered Nurse I	22.64
12312 - Registered Nurse II	27.61
12313 - Registered Nurse II, Specialist	27.61
12314 - Registered Nurse III	32.91
12315 - Registered Nurse III, Anesthetist	32.91
12316 - Registered Nurse IV	39.42
12317 - Scheduler (Drug and Alcohol Testing)	22.31
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.69
13012 - Exhibits Specialist II	22.04
13013 - Exhibits Specialist III	24.37
13041 - Illustrator I	17.91
13042 - Illustrator II	20.31
13043 - Illustrator III	23.60
13047 - Librarian	22.36
13050 - Library Aide/Clerk	12.43
13054 - Library Information Technology Systems Administrator	21.40
13058 - Library Technician	14.10
13061 - Media Specialist I	14.05
13062 - Media Specialist II	15.88
13063 - Media Specialist III	17.70
13071 - Photographer I	13.88
13072 - Photographer II	15.53
13073 - Photographer III	19.24
13074 - Photographer IV	23.54
13075 - Photographer V	28.47
13110 - Video Teleconference Technician	15.46
14000 - Information Technology Occupations	
14041 - Computer Operator I	17.06
14042 - Computer Operator II	19.51
14043 - Computer Operator III	21.77
14044 - Computer Operator IV	24.18
14045 - Computer Operator V	26.77
14071 - Computer Programmer I (1)	21.66
14072 - Computer Programmer II (1)	26.42
14073 - Computer Programmer III (1)	27.62
14074 - Computer Programmer IV (1)	27.62
14101 - Computer Systems Analyst I (1)	27.62
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1)	27.62
14150 - Peripheral Equipment Operator	17.06
14160 - Personal Computer Support Technician	24.18
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	30.35
15020 - Aircrew Training Devices Instructor (Rated)	33.42
15030 - Air Crew Training Devices Instructor (Pilot)	36.76
15050 - Computer Based Training Specialist / Instructor	30.38
15060 - Educational Technologist	24.56
15070 - Flight Instructor (Pilot)	36.76
15080 - Graphic Artist	20.32
15090 - Technical Instructor	18.51
15095 - Technical Instructor/Course Developer	22.63
15110 - Test Proctor	16.88
15120 - Tutor	16.88
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.59
16030 - Counter Attendant	8.59
16040 - Dry Cleaner	11.10
16070 - Finisher, Flatwork, Machine	8.59
16090 - Presser, Hand	8.59

16110 - Presser, Machine, Drycleaning	8.59
16130 - Presser, Machine, Shirts	8.59
16160 - Presser, Machine, Wearing Apparel, Laundry	8.59
16190 - Sewing Machine Operator	11.90
16220 - Tailor	12.74
16250 - Washer, Machine	9.44
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	21.94
19040 - Tool And Die Maker	28.83
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	18.25
21030 - Material Coordinator	19.66
21040 - Material Expediter	19.66
21050 - Material Handling Laborer	13.45
21071 - Order Filler	12.84
21080 - Production Line Worker (Food Processing)	18.25
21110 - Shipping Packer	13.22
21130 - Shipping/Receiving Clerk	12.70
21140 - Store Worker I	13.23
21150 - Stock Clerk	16.70
21210 - Tools And Parts Attendant	18.25
21410 - Warehouse Specialist	18.25
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	22.52
23021 - Aircraft Mechanic I	21.45
23022 - Aircraft Mechanic II	22.52
23023 - Aircraft Mechanic III	23.64
23040 - Aircraft Mechanic Helper	16.82
23050 - Aircraft, Painter	21.01
23060 - Aircraft Servicer	18.74
23080 - Aircraft Worker	19.60
23110 - Appliance Mechanic	18.80
23120 - Bicycle Repairer	16.09
23125 - Cable Splicer	28.17
23130 - Carpenter, Maintenance	21.87
23140 - Carpet Layer	22.53
23160 - Electrician, Maintenance	26.81
23181 - Electronics Technician Maintenance I	20.81
23182 - Electronics Technician Maintenance II	21.54
23183 - Electronics Technician Maintenance III	23.48
23260 - Fabric Worker	18.19
23290 - Fire Alarm System Mechanic	20.86
23310 - Fire Extinguisher Repairer	17.16
23311 - Fuel Distribution System Mechanic	24.43
23312 - Fuel Distribution System Operator	22.50
23370 - General Maintenance Worker	18.09
23380 - Ground Support Equipment Mechanic	21.45
23381 - Ground Support Equipment Servicer	18.74
23382 - Ground Support Equipment Worker	19.60
23391 - Gunsmith I	18.66
23392 - Gunsmith II	19.59
23393 - Gunsmith III	21.42
23410 - Heating, Ventilation And Air-Conditioning Mechanic	22.03
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
24.17	
23430 - Heavy Equipment Mechanic	21.09
23440 - Heavy Equipment Operator	23.54
23460 - Instrument Mechanic	22.03
23465 - Laboratory/Shelter Mechanic	20.28
23470 - Laborer	11.34
23510 - Locksmith	18.80
23530 - Machinery Maintenance Mechanic	23.43
23550 - Machinist, Maintenance	19.45
23580 - Maintenance Trades Helper	15.85

23591 - Metrology Technician I	22.03
23592 - Metrology Technician II	23.13
23593 - Metrology Technician III	24.29
23640 - Millwright	23.70
23710 - Office Appliance Repairer	19.84
23760 - Painter, Maintenance	19.35
23790 - Pipefitter, Maintenance	28.40
23810 - Plumber, Maintenance	24.86
23820 - Pneudraulic Systems Mechanic	21.42
23850 - Rigger	23.54
23870 - Scale Mechanic	19.24
23890 - Sheet-Metal Worker, Maintenance	23.18
23910 - Small Engine Mechanic	18.09
23931 - Telecommunications Mechanic I	20.86
23932 - Telecommunications Mechanic II	24.62
23950 - Telephone Lineman	20.86
23960 - Welder, Combination, Maintenance	20.74
23965 - Well Driller	20.86
23970 - Woodcraft Worker	20.64
23980 - Woodworker	16.65
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	11.53
24580 - Child Care Center Clerk	15.54
24610 - Chore Aide	9.12
24620 - Family Readiness And Support Services Coordinator	14.38
24630 - Homemaker	16.95
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	19.45
25040 - Sewage Plant Operator	20.68
25070 - Stationary Engineer	19.34
25190 - Ventilation Equipment Tender	16.14
25210 - Water Treatment Plant Operator	20.68
27000 - Protective Service Occupations	
27004 - Alarm Monitor	17.22
27007 - Baggage Inspector	12.60
27008 - Corrections Officer	17.94
27010 - Court Security Officer	20.02
27030 - Detection Dog Handler	18.64
27040 - Detention Officer	17.94
27070 - Firefighter	20.89
27101 - Guard I	12.60
27102 - Guard II	18.33
27131 - Police Officer I	24.86
27132 - Police Officer II	27.62
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.55
28042 - Carnival Equipment Repairer	10.05
28043 - Carnival Equipment Worker	7.96
28210 - Gate Attendant/Gate Tender	12.68
28310 - Lifeguard	11.29
28350 - Park Attendant (Aide)	14.19
28510 - Recreation Aide/Health Facility Attendant	10.35
28515 - Recreation Specialist	14.52
28630 - Sports Official	11.29
28690 - Swimming Pool Operator	19.18
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.22
29020 - Hatch Tender	20.22
29030 - Line Handler	20.22
29041 - Stevedore I	19.76
29042 - Stevedore II	21.30
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	33.82
30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.32

30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	25.68
30021 - Archeological Technician I	15.68
30022 - Archeological Technician II	17.23
30023 - Archeological Technician III	21.31
30030 - Cartographic Technician	23.82
30040 - Civil Engineering Technician	20.61
30061 - Drafter/CAD Operator I	15.66
30062 - Drafter/CAD Operator II	17.84
30063 - Drafter/CAD Operator III	20.94
30064 - Drafter/CAD Operator IV	25.06
30081 - Engineering Technician I	16.66
30082 - Engineering Technician II	18.71
30083 - Engineering Technician III	20.95
30084 - Engineering Technician IV	25.93
30085 - Engineering Technician V	31.73
30086 - Engineering Technician VI	38.36
30090 - Environmental Technician	20.44
30210 - Laboratory Technician	21.16
30240 - Mathematical Technician	25.93
30361 - Paralegal/Legal Assistant I	19.24
30362 - Paralegal/Legal Assistant II	24.79
30363 - Paralegal/Legal Assistant III	30.34
30364 - Paralegal/Legal Assistant IV	36.70
30390 - Photo-Optics Technician	25.93
30461 - Technical Writer I	19.59
30462 - Technical Writer II	23.95
30463 - Technical Writer III	28.99
30491 - Unexploded Ordnance (UXO) Technician I	21.49
30492 - Unexploded Ordnance (UXO) Technician II	26.01
30493 - Unexploded Ordnance (UXO) Technician III	31.17
30494 - Unexploded (UXO) Safety Escort	21.49
30495 - Unexploded (UXO) Sweep Personnel	21.49
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	20.89
30621 - Weather Observer, Senior (2)	23.21
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	11.32
31030 - Bus Driver	18.68
31043 - Driver Courier	14.04
31260 - Parking and Lot Attendant	9.79
31290 - Shuttle Bus Driver	15.39
31310 - Taxi Driver	10.98
31361 - Truckdriver, Light	14.95
31362 - Truckdriver, Medium	19.55
31363 - Truckdriver, Heavy	22.78
31364 - Truckdriver, Tractor-Trailer	22.78
99000 - Miscellaneous Occupations	
99030 - Cashier	8.71
99050 - Desk Clerk	10.48
99095 - Embalmer	24.19
99251 - Laboratory Animal Caretaker I	10.34
99252 - Laboratory Animal Caretaker II	11.37
99310 - Mortician	26.61
99410 - Pest Controller	14.11
99510 - Photofinishing Worker	12.29
99710 - Recycling Laborer	17.71
99711 - Recycling Specialist	19.32
99730 - Refuse Collector	16.10
99810 - Sales Clerk	12.03
99820 - School Crossing Guard	10.87
99830 - Survey Party Chief	18.26
99831 - Surveying Aide	12.10
99832 - Surveying Technician	16.62
99840 - Vending Machine Attendant	14.81
99841 - Vending Machine Repairer	16.91

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.24 per hour or \$129.60 per week or \$561.60 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract

(either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <http://www.dol.gov/esa/whd/> or through the Wage Determinations On-Line (WDOL) Web site at <http://wdol.gov/>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report

of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

b5

U.S. Department of Homeland Security
1901 N. State Highway 360, Suite 500
Grand Prairie, Texas 75050-1412



U.S. Immigration
and Customs
Enforcement

August 1, 2008

AKAL Security, Inc.
ATTN: Kirpal Khalsa
PO Box 1197
Santa Cruz, NM 87567-1197

Re: GS05P03GCD0001, Preliminary Notice to Exercise Option

Dear Mr. Khalsa:

This is to advise you the Government intends to exercise its option to extend the referenced BPA following the final performance period in accordance with FAR 52.217-8, "Option to Extend Services".

This preliminary notice shall not in itself be deemed to commit the Government to exercise the option. The option shall be exercised by the issuance of a modification to the BPA properly signed by the Contracting Officer. Should the government elect to exercise this option, they may do so more than once, but they cannot do so for a total time period of more than six (6) months. During the time period of this option, there shall be no increases to the unit prices of our agreement other than those caused by revisions to the labor rates as a result of changes to the Department of Labor Wage Determinations, or changes to your Collective Bargaining Agreement.

Should you have any questions, feel free to contact me at b2Low

Sincerely,

A handwritten signature in black ink, appearing to read "John E. Quackenbush".

John E. Quackenbush
Contracting Officer

cc: Read/File
Tracy Cohen
Paul Borowitz



PART I -- STATEMENT OF WORK

1. Introduction

a. Only GSA-FSS FSC 84 SIN 246-54 security guard service contract holders are eligible to submit Quotes in response to this Request for Quotes (RFQ).

b. This is Part 1 of the RFQ. Part 1 is a Statement of Work (SOW) for armed and unarmed uniformed security guard services (U.S. DOL Occupation Titles “Guard I” and “Guard II”) and unarmed security clerk services (U.S. DOL Occupation Titles “General Clerk I, General Clerk II, and General Clerk III”) and leased vehicles (to be used by some security guard supervisors, separately priced).

c. The services provided under this Contract and Task Order shall be performed at multiple FPS-supported facilities that are located throughout: Indiana, Wisconsin, Minnesota and Illinois, except for five Federal buildings located in the Loop area of Chicago, IL that are covered by another FPS contract.

d. It is anticipated but not guaranteed that about 99% (ninety-nine percent) of the Task Order labor ordered through this RFQ will be uniformed security guard services and about 1% (one percent) will be uniformed security clerk services.

e. As issued, there are about 69 pages in this statement of work, however, your page count may vary slightly, depending on computer, software and printer settings. If you print this document, check the printed document carefully for completeness.

Read this Statement of Work carefully, especially underlined and bold portions.

Use of Acronyms

This document contains numerous acronyms. Whenever a new term is introduced that will be referred to by an acronym, the acronym will appear next to the term in parentheses (). The acronyms that will appear most frequently in this document are listed below for easy reference:

ACO	(Alternate Contracting Officer/the Alternate CO)
ACOR	(Alternate Contracting Officer’s Representative/the Alternate COR)
ATR	Agency Technical Representative
CGIM	Contract Guard Information Manual
CM	Contract Manager
CO	Contracting Officer (the primary CO)
COR	Contracting Officer’s Representative
COTR	Contracting Officer’s Technical Representative
DHS	(U.S. Department of Homeland Security)



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DOL	U.S. Department of Labor
FAR	Federal Acquisition Regulation
FPO	Federal Protective Officer
FPS	Federal Protective Service
GSA	General Services Administration
LESO	Law Enforcement Security Officer
PBS	Public Buildings Service
PSS	Physical Security Specialist
SAS	Special Additional Services
SF 30	Standard Form 30 (Amendment of Solicitation/Modification of Contract)
SOW	Statement of Work
TAS	Temporary Additional Services*

*Note: TAS may also be called “emergency guard services” or “EGS”.

Introduction (General)

As an integral part of the FPS security team, the Contractor shall provide and maintain all management, supervision, labor, training, equipment, supplies, licenses, permits, certificates, insurance, pre-employment screenings, reports and files necessary to accomplish and successfully perform security guard services and security clerk services as described and required in this Statement of Work (SOW). The Contractor shall perform to the standards required in the task order and will be expected to work closely with FPS representatives throughout the duration of services.

Introduction (FPS)

Federal Protective Service (FPS) is the Federal Agency issuing this Request for Quotes (RFQ). FPS is responsible for protecting most Federally-leased and Federally-owned non-military Federal Agency buildings located within the United States of America, including those buildings’ Federal Agency tenants, and visitors.

Effective March 1, 2003, FPS and FPS contracts were transferred from the U.S. General Services Administration (GSA) to the U.S. Department of Homeland Security (DHS). FPS is now a part of DHS.

Introduction (Security Guards and Security Clerks)

Contract security guards have a crucial and highly visible role in FPS’s mission. They are usually the first (and sometimes only) contact visitors have with FPS, and they are almost always the first line of defense in a DHS-supported facility. Some visitors and federal employees will not usually distinguish between FPS police officers and contract guards. It is crucial that the Contractor ensure that their security guard employees realize the importance of their role, know their duties, and perform their duties alertly,



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courteously, promptly and professionally at all times.

Contract security clerks have an important, but lower-profile role. Security clerks are responsible for performing clerical work related to providing security services, including: typing accurately; performing data entry/retrieval; demonstrating proficiency in the use of Microsoft Windows-based computer software; creating, maintaining, tracking, issuing and disposing of identification cards and access control passes; creating and maintaining identification card and access control databases; completing security-related forms; typing, sorting, filing and retrieving security-related documents (in electronic and paper format); and providing other clerical support to security-related activities. Security clerks have access to sensitive security-related information and they interface with the public and security/law enforcement staff. More information about Security Clerks is provided later in the RFQ. Security Clerks must know and perform their duties courteously, promptly and professionally, always.

Both Contract Task Order security guards and security clerks must be 21 (twenty-one) years of age or older, and must cooperate with and successfully pass periodic Government-required a) suitability checks and investigations, and b) drug and medical screenings/exams. Other Security Clerk requirements are identified later in this SOW.

Introduction (Task Order)

Services shall be ordered under the Contractor's Federal Supply Service (FSS) Multiple Award Schedule (MAS) Contract via a GSA Form 300, Order for Supplies and Services. For the purposes of this SOW, this form shall hereinafter be referred to as a "task order."

The Government has the unilateral right to add, decrease, cancel, or modify services stated in the task order(s), as long as the change is within the scope of the services required. The Contractor will be obligated to provide services at the firm, fixed hourly rates specified in Part III -- Pricing. Modifications will be stipulated on a separate GSA Form 300 (or CO-approved equivalent) which will reference the Contractor's FSS Schedule Contract number and/or the task order number, and modification number.

The services provided under this Contract and Task Order shall be performed at multiple FPS-supported facilities that are located throughout: Indiana, Wisconsin, Minnesota and Illinois, except for five Federal buildings located in the Loop area of Chicago, IL that are covered by another FPS contract.

Note 1: See Exhibit 1 for planned guard post sites and guard duty hours. This information is sensitive, but unclassified.

Term of Task Order



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Provided the Contractor's services are acceptable (contract compliant and task order compliant), the base term of this task order shall be two (2) years (October 1, 2003 through September 30, 2005). There are three subsequent one-year Task Order option periods the CO can exercise, as follows:

Option Period One: October 1, 2005 through September 30, 2006;

Option Period Two: October 1, 2006 through September 30, 2007;

Option Period Three: October 1, 2007 through September 30, 2008.

The exercise of an option period is at the sole, unilateral discretion of the Contracting Officer.

The area of geographic performance for these option periods shall be all of Indiana, Wisconsin, Minnesota and Illinois except for five Federal buildings located in the Loop area of Chicago, IL that are covered by another FPS contract.

2. The Role of Government Personnel and Responsibility for Task Order Administration, Inspection, and Acceptance

Contracting Officer (CO)

The Task Order's CO is:

**Art S. Dobbs, DHS Federal Protective Service,
230 S. Dearborn Street (Suite 3540), Chicago, IL 60604-1696;
Tel. 312/353-5003, Fax 312/353-0143; E-mail: art.dobbs@gsa.gov .**

The Task Order's Alternate CO (ACO) is:

**Roger R. Pinnau, DHS Federal Protective Service,
230 S. Dearborn Street (Suite 3540), Chicago, IL 60604-1696;
Tel. 312/886-3815; Fax: 312/353-0143; E-mail: roger.pinnau@gsa.gov .**

The CO has the overall responsibility for the administration of the task order. He alone, except for the ACO, is authorized to take action on behalf of the Government to amend, modify or deviate from the task order terms and conditions; make final decisions on unsatisfactory performance; terminate the task order for convenience or default; and issue final decisions regarding questions or matters under dispute. He may delegate certain other responsibilities to his authorized representatives, as identified below.

Contracting Officer's Representative (COR)

The identities of the Task Order COR and Alternate COR (ACOR) will be announced after award. The COR/ACOR is designated to assist the CO in the discharge of the CO's responsibilities when the CO is unable to be directly in touch with the task order work. In the event the COR is absent or unavailable, the ACOR will perform the duties



of the COR. The responsibilities of the COR and his alternate include, but are not limited to: determining the adequacy of performance by the Contractor in accordance with the terms and conditions of the task order; acting as the Government's representative in charge of work at the site(s); ensuring compliance with the task order requirements insofar as the actual performance is concerned; advising the Contractor of proposed deductions for non-performance or unsatisfactory performance; and advising the CO of any factors which may cause delay in the performance of work.

After award of the task order, the CO will issue a written Delegation of Authority memorandum to the COR that details the scope of duties the COR and ACOR is authorized to perform and manage. The COR cannot make any decisions regarding the performance of the task order except as outlined in the memorandum. A copy of the memorandum will be sent to the Contractor.

The Contractor shall immediately notify the CO in the event the COR or ACOR directs the Contractor to perform work that the Contractor believes is not part of the task order or part of the COR's designated duties as outlined in the memorandum. The CO will then make a determination as to the issue and respond to all affected parties in the most appropriate manner deemed necessary by the CO.

Contracting Officer's Technical Representative (COTR)/Agency Technical Representative (ATR)

The COTR/ATR is undesignated/unnamed at this time, and may be designated later. However, the COTR/ATR's duties are described here for future reference.

The COTR/ATR is designated to assist the CO and COR in the discharge of their responsibilities when they are unable to be directly in touch with the task order work. The COTR may be a Federal Protective Officer (FPO), a Law Enforcement Security Officer (LESO), or a Physical Security Specialist (PSS). The COTR is usually a DHS employee; the ATR may be a Federal tenant Agency employee (may not be a DHS employee). The responsibilities of the COTR and ATR include, but are not limited to:

- (1) Determining the adequacy of performance by the Contract employees in accordance with the terms and conditions of this Contract;
- (2) Performing surveillance of the Contract employees while they are on duty;
- (3) Conducting 'intrusion tests' in which undercover FPS staff will attempt to bring unauthorized weapons or other prohibited materials into the facility, using the prescribed security methods or equipment, without being detected by the guards on post;
- (4) Acting as the Government's representative in charge of work at the site;
- (5) Ensuring compliance with Contract requirements insofar as the guards' duties and behavior are concerned; and



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- (6) Advising the Contractor, CO, and COR of nonperformance or unsatisfactory performance.

After award of the task order, the CO will issue a written Delegation of Authority memorandum to the COTR and ATR(s) that details the scope of duties they are authorized to perform. **The COTR and ATR cannot make any decisions regarding the performance of the Contract except as outlined in the memorandum.** A copy of each memorandum shall be sent to the Contractor simultaneously upon issuance to the COTR and ATR(s).

The Contractor shall immediately notify the CO in the event the COTR or ATR directs the Contractor to perform work that the Contractor believes is not part of the task order or part of the COTR's or ATR's designated duties as stated in the CO's memorandum to the COTR/ATR. The CO will then make a determination on the issue and will respond to all affected parties in the most appropriate manner deemed necessary by the CO.

Quality Assurance Specialists (QAS)

The QAS are subordinates of the COR and are responsible for the day-to-day inspection and monitoring of the Contractor's work. The responsibilities of the QAS include, but are not limited to:

- (1) Inspecting the work to ensure compliance with the SOW requirements;
- (2) Documenting through written inspection reports the results of all inspections conducted;
- (3) Following through to ensure that all defects or omissions are corrected;
- (4) Identifying to the CO and COR areas of non-performance by the Contractor that may result in deductions from Contract payment or other Contractual remedies being taken;
- (5) Conferring with representatives of the Contractor regarding any problems encountered in the performance of the work; and generally assisting the COR in carrying out his/her responsibilities.

After award of the task order, the CO will issue a written memorandum to the QAS that details the scope of duties they are authorized to perform. **The QAS cannot make any decisions regarding the performance of the Contract except as outlined in the memorandum.** A copy of each memorandum shall be sent to the Contractor simultaneously upon issuance to the QAS.

The Contractor shall immediately notify the CO in the event the QAS directs the Contractor to perform work that the Contractor believes is not part of the task order or part of his/her designated duties as stated in the CO's memorandum to the QAS. The CO will then make a determination on the issue and will respond to all affected parties.



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3. Task Order Start-Up

Immediately after award of the task order, and prior to the Contractor's performance at the work site(s), the DHS CO shall notify the Contractor, the COR, and the COTR to schedule a pre-performance meeting that will focus on an in-depth review of task order requirements, and the contractor's preparations for start of performance and readiness..

During the start up and performance of the task order, the DHS CO or COR, COTR, and the Contractor shall meet in person or via teleconference call on an as-needed basis to discuss all relevant issues. The CO or COR may create written minutes of these meetings, that may be incorporated into the Agency's contract task order file.

Initial Contract Transition

A smooth and orderly transition between the Contractor and the predecessor Contractor is necessary to assure minimum disruption to vital Contractor services and Government activities.

The Contractor shall not disrupt official Government business or in any way interfere with the assigned duties of the predecessor Contractor's employees. The Contractor may notify the predecessor Contractor's employees that the Contractor will be assuming services upon the task order start date and may unobtrusively distribute business cards, employment applications, brochures, and other company information to the incumbent employees while they are on duty, provided that there is no interference with the employee's assigned duties. However, the Contractor **may not** interview, recruit, schedule interviews, or conduct extensive discussions with the predecessor Contractor's employees while they are on duty.

Note 1:

Included in the Request for Quotes will be a list containing the names, social security numbers, dates of birth, title (armed guard, unarmed guard, supervisor, contract manager) or rank (sergeant, lieutenant, etc.) and anniversary hire dates of all contract employees working under the predecessor Contract. This information originates from the predecessor contractor (incumbent), and while it is believed to be accurate by the Government, it is without guarantee by the Government.

Note 2:

After contract/task order award, on a quarterly basis, as as often as requested by the CO or COR, the Contractor has the obligation to provide the Task Order Contracting Officer and COR with a current (at the time provided) list containing the names, social security numbers, dates of birth, title (armed guard, unarmed guard, supervisor, contract manager) or rank (sergeant, lieutenant, etc.) and anniversary hire dates of all contract employees currently working under the Contract.



Contractor Obligation to Obtain All Required Licenses and Permits

The RFQ's awardee must possess all state and local Government-required licenses and permits needed for the contractor to lawfully provide commercial security guard and security clerk services at FPS-specified posts and sites that are/will be located FPS-specified sites located throughout the geographical area identified in 1.c, on Page 1. The successful awardee will start providing contract-compliant services in accordance with FPS Task Orders promptly at 12:00am (local time) on October 1, 2003.

However, all eligible Quoters who already possess and include as part of their responsive Quote true, legible, verifiable photocopies of their currently valid state-issued security guard company licenses from the cognizant state authorities, will receive higher technical evaluation credit than those Quoters who don't include such license copies in their offer.

In other words, as part of the greatest value nature of the RFQ, and in recognition of the reduced risk to the Government from Quoters/Offerors who are already state-licensed, a pre-award technical evaluation credit/preference will be granted to responsive Quoters/Offerors who include true, legible photocopies of currently valid and verifiable security guard company licenses (or equivalent letter authorization) issued in their own business name(s) from cognizant state and local Government authorities.

Prior to the task order start date, and except where precluded by local law or ordinance, the Contractor shall make and complete all arrangements with the appropriate officials in the city, county, parish, or state in which the buildings are located to:

- (1) Obtain all licenses and permits required for each guard and guard supervisor to serve as either an unarmed guard or armed guard as required by Exhibit 1. Armed guards must carry their firearm license/permits (and, where legally required, their concealed weapons permits) on their person while on duty, unless local or state law requires the Contractor to maintain the records. Failure by an armed guard to carry a valid firearm certificate or permit while on duty shall result in the guard being removed from the armed post until the certificate or permit is obtained.
- (2) Provide all bond(s) and insurance required, and pay all fees or costs involved or related to authorization for the arming of any employees engaged in providing services specified under the task order.
- (3) Maintain current, valid copies of all licenses, permits, and certifications described in this SOW. The CO, COR, and all other authorized Government personnel shall have the express authority to examine these documents upon request at any time during the duration of this Contract. The Contractor shall



complete and certify a written record that shows names and issue dates for each employee having each and all legally required licenses, permits, and certifications. This written Contractor certification shall state that all legal requirements have been fulfilled prior to the commencement of any and all task order work. The Contractor shall provide an updated record to the Government upon the CO's or COR's request.

- (4) Obtain, possess, and maintain all business and corporate licenses and registrations required to operate as a commercial security service within the entire geographic area covered under this Contract prior to performing any work under the task order.

Important Notes on Licenses and Permits:

- 1) Prior to start of task order performance and again during performance, the CO and/or COR will require that the Contractor provide the CO and/or COR with complete, true and legible photocopies of the Contractor's contract-related licenses and permits. The Contractor shall promptly provide all such copies to the CO and/or COR, at no additional cost to the Government.
- 2) Failure of the Contractor to apply for, obtain and possess all federal, state and local government-required licenses, registrations and permits prior to the task order start of performance date shall be grounds for termination for default.
- 3) Failure of the Contractor to track, schedule, apply for, obtain and possess timely renewals of all such required licenses and permits on and after the task order start date may result in termination for default.

Contractor Obligation to Obtain GSA Certification Cards for All Uniformed Guards

Prior to working under the task order, every uniformed guard (whether non-supervisory or supervisory) must possess a valid GSA certification card (GSA Form 3527 or CO-approved equivalent). The GSA certification card is evidence that the guard has: received a favorable adjudication from GSA; passed the medical examination; completed the required training; passed the required examination(s); and meets all other qualification criteria to be an FPS Contract security guard (see RFQ Section s 9 and 10 for a detailed description of these requirements).

The Contractor should follow the procedures listed below to obtain a GSA certification card for each uniformed employee:

- (1) Conduct an initial employment screening to determine whether the prospective employee meets the Contractor's specific hiring requirements and the Contract eligibility requirements (including medical and psychological/reliability examinations and drug testing);



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- (2) Submit the suitability package to the DHS COR and await the results of the adjudication. This process will take approximately one (1) month if all forms are legible and complete; however, preliminary suitability is usually determined within ten days of the submission of the paperwork. The Contractor will be notified whenever there is an instance where there is a preliminary unfavorable adjudication decision so that the Contractor can determine how to proceed with the employee's training, testing, etc.
- (3) Schedule required Government-provided training and testing/qualifying with the DHS FPS office and schedule/conduct all other Contractor-provided training requirements;¹
- (4) After the Contractor receives the suitability adjudication results and the employee completes the training and passes the required examination(s), the Contractor shall submit the following information to the DHS COR for a GSA certification card or CO-approved equivalent:
 - (A) A certification, signed by the Contract Manager, that the employee has met all the hiring, training, and testing requirements set forth in this SOW and that all pertinent documents are on file at the Contractor's facility (See Exhibit 11 for the certification form);
 - (B) Two color photographs, 1" x 1," no more than one year old, of the Contract employee's head and upper shoulders; and
 - (C) One GSA Form 3527, Contract Guard Qualification Certificate. The guard's name, social security number, and company name must be typed on the front of the card, and the guard must sign the signature block in blue or black ink.

Additionally, all employees who will work as armed guards must submit a signed and dated "Domestic Violence" certification that states they have not been arrested for or charged with any offense related to domestic violence. The CO shall provide the Contractor with an adequate supply of these forms. This form shall be valid for a period of one (1) year, however, it may be re-completed and re-submitted concurrent with the guard's semi-annual firearms requalification (i.e., sooner than one year).

IMPORTANT NOTE: This Statement of Work requires semi-annual firearm range qualification for all armed Task Order employees, including guards and supervisors.

¹ The Contractor may proceed with Contractor-provided training while awaiting results of the suitability adjudication process.



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GSA will type the date of issuance, qualifications, and expiration on the GSA Form 3527 (or CO-approved equivalent), and laminate the completed form. The card will then be issued to the Contractor.

No guard or supervisor shall be permitted to work under this task order without a valid certification card.

The Contractor is responsible for the employees having all required certification credentials in their possession at all times while on the protected premises. This includes not only the GSA certification card, but a valid CPR/First Aid card and, when required, a valid state and/or local government-required firearms permit.

The Certification card will be valid for the term of the Contract and shall be marked "TOC" or similar, to designate expiration upon completion of the Contract.

The Contractor must return to DHS a contract employee's certification card within **five (5)** work days of either the termination of the Contract Task Order employee's employment, or their removal from the task order at the end of the Task Order term. The Contractor must return to DHS all blank cards and all completed cards for Contract Employees who will not continue to work under DHS Contract Task Orders. Possession of a GSA certification card **does not** waive any other task order requirement.

The certification card shall be worn on the outermost garment of the contract employee's uniform, so it is easily visible.

IMPORTANT NOTE: Because the Certification card does not expire when individual certification elements expire, the Contractor is responsible for continually maintaining validity of each element of the Contract employee's certification status (i.e., suitability determination, medical examination, firearms requalification, CPR/First Aid certification, etc.). See RFQ Part 3 for the list of individual certification elements.

The CO and COR shall have the express authority to demand return of the GSA Certification card for any Contract employee who does not maintain compliance with the Contract qualification and certification standards. The CO and COR shall have the express authority to prohibit that employee from performing under the Contract until such time as he/she comes into full compliance with all contract and task order qualification and certification criteria.

4. Services Required – Non-Supervisory Guards

Order of Precedence

The Contractor's employees shall perform the services as prescribed by:



- (1) The task order (GSA Form 300, or CO-approved equivalent);
- (2) The Guard Post Assignment Record (GSA Form 2580);
- (3) The Officer's Duty Book (including FPS Operating Orders, Standard Operating Procedures, and the Building Occupant Emergency Plan);
- (4) The FPS Policy Handbook (PBS P-5930.17c, or newer); and
- (5) The Contract Guard Information Manual (CGIM) (April 2001 Revision, or newer)

In the event of an inconsistency between documents, the task order takes precedence over other documents.

Guard Post Assignment Record (GSA Form 2580)

Guards shall perform in accordance with the duties outlined on GSA Form 2580, which is prepared by FPS, for all shifts on each post. Except for emergencies, the guards cannot make any deviations from the duties prescribed in the Form 2580. The DHS COR or COTR may modify, amend, and/or revise Guard Post Assignment Records to change shift duties, start and stop times, and post locations, provided the change has no impact on the Contract cost. Such changes shall not require modification to the task order or Contract.

The duties of most guard posts require that a guard not leave his post until properly relieved. Where this is required, it will be specifically stated on the GSA Form 2580. Additionally, Exhibit 1 will identify posts that require relief breaks.

Changes to the post orders that increase or decrease the number of hours specified, that increase or decrease the amount of equipment and/or supplies required, or otherwise affect the Contractor's cost or the task order price, must be made by the CO through a written modification to the task order. The Contractor may be financially liable for accepting or implementing changes by any GSA or tenant agency staff other than the CO; therefore, the Contractor shall be responsible for verifying with the CO whether any requested changes should be provided pending issuance of a modification.

Typical Duties – Security Guards

Guards will be required to perform a variety of security-related duties, depending on the type of posts to which they are assigned. Each guard post will have an Officer's Duty Book which contains the Form 2580. This book is also commonly referred to as the "post orders."

Guards must be thoroughly familiar with the post orders at all posts where they are assigned to work. Whenever possible, guards should be familiar with the post orders prior to working on the posts. When this is not feasible (i.e., when there are emergency nonrecurring services and the Contractor is given limited advance notice regarding the



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Government's requirements), the Contractor should allow, to the maximum extent practicable, guard mount time in which the guards will be able to read and familiarize themselves with the post orders prior to assuming duty on the post. When time does not permit due to an emergency situation, the guards may read the post orders while on duty. However, under no circumstance should any guard neglect his/her assigned duties in order to familiarize him/herself with post orders.

Guard post assignments may include, but are not limited to, the following duties and responsibilities:

Entrance/Exit Control Posts

Guards must be mentally alert and physically ready to operate and enforce the Government's system of personnel identification and access/egress control. Guards may perform package inspection when and as directed by the post orders, or as directed by the COR in the event of an emergency or state of increased readiness. These inspections may include, but are not limited to, inspection of packages, briefcases, purses, canisters, bags, and other suspicious containers in the possession of visitors, employees and other persons arriving on, working at, visiting, or departing from the FPS-supported facilities. Admittance will be denied to those persons refusing to submit to a voluntary inspection, except for those persons exempted by specific Government directive.

Guards will provide on-site security and control access to the post area, observing, detecting, and reporting violations of post regulations, as directed by the post orders. Guards must provide and maintain complete and effective surveillance, protection and inspection of all internal and perimeter areas within the designated parameters and authority of their assigned post.

Guards will be required to answer questions and provide directions to visitors and building tenants. Prior to arriving on duty, each guard shall be familiar with the name, address, and location of his/her post, as well as the post orders of the assigned post. Each guard shall be familiar with each tenant Agency's name and the locations within the facility of the most commonly sought-after offices or locations, such as service offices, restrooms, elevators, entrances and exits, the cafeteria, and parking areas, and shall provide that information to any visitor upon request.

Guards assigned to entrance/ exit posts shall know the location of and usage instructions for the nearest first aid kit, fire extinguisher, fire alarm, and duress alarm (if any), and shall be ready, willing, and able to use them as necessary and as required by the post orders.

Guards will be responsible for operating all security equipment on post, such as x-rays, magnetometers, and closed circuit television (CCTV). No guard shall be permitted to



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work alone on any post containing security equipment without prior training on that specific equipment.

Roving Control Posts

Guards will make patrols in accordance with routes and schedules established in the Guard Post Assignment Record. They will observe, detect, report, and respond to all suspected or apparent security violations. Roving guards will be responsible for maintaining logs, reports, and files of all incidents and occurrences encountered during the patrol tour. Patrol duties will be performed in a professional manner, with the guards responsible for observing the environment, and, when necessary, questioning those persons whose activities arouse suspicion. Patrol guards will serve as the first responder to all security alarms and emergency situations occurring within the area of assignment.

Note: Some posts may require a combination of fixed hours at a guard booth and roving patrols. Guards should adhere to the patrol schedule as outlined in the post orders or as directed by the COR.

Traffic Control

When required by the Guard Post Assignment Record, guards will direct traffic (vehicle and pedestrian), control parking, issue traffic courtesy violation notices, and observe the environment for suspicious vehicles or persons. Guards may operate traffic control points and identify, delay, and detain all suspicious vehicles and personnel as necessary to maintain a level of security sufficient to ensure the safety and protection of all personnel, property, and resources within the facility.

Control, Issuance, and Storage of Keys

Guards will coordinate with the COR and ATR the receipt, issuance, and tracking of all keys, "key cards," lock combinations, etc., which restrict access to the facility, including offices, guard posts, gates, etc. Guards will be required to control access to these items in accordance with the Government's direction and guidance. Guards shall not be permitted to remove the keys and other access control devices from the facility premises unless specifically authorized by the COR.

Missing, lost, unusable, and/or stolen keys or access control devices shall be immediately reported to the COR and the guard's supervisor as soon as loss or problem is detected by the guard. The Government will assess deductions as a result of lost, stolen, or damaged keys and access control devices that were under the control of a guard at the time of their disappearance.

Refer to Accountability for Government Property for additional information regarding the use and handling of Government-furnished property.



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Security and Fire Systems

Guards will monitor and operate building fire alarm and intrusion detection systems and other protection devices or building equipment located on or near post, in accordance with the Guard Post Assignment Record.

When an alarm sounds, the guard must immediately report and record the incident as required by the Guard Post Assignment Record.

Guards shall not disengage, shut off, remove, reposition, obstruct, or in any way interfere with the Government video surveillance cameras/systems. Deductions may be taken as a result of damaged or broken surveillance equipment that was under the control of a Contract guard at the time of its malfunction or breakage.

Guards shall immediately notify the Control Center/Mega Center and their supervisor if any of the systems under their control malfunction or fail completely.

Utility Systems

Guards may be required to lock or unlock specific entrances/exits and turn on/off lights in their duty area at specific times as prescribed in the Guard Post Assignment Record.

During emergencies, guards may be required to perform simple emergency-related functions that activate or deactivate building systems, such as heating/ventilation/air conditioning systems; circuit breakers/switches; and plumbing valves/switches. The required functions will be detailed in the post orders.

Guards are not janitors, building maintenance staff, delivery persons, or mechanics, and will not be required or expected to provide any building systems services except the very basic functions required in the post orders and the Contract/Task Order.

Building Rules and Regulations

Guards will monitor and observe building occupants and visitors for compliance with the facility's posted rules and regulations. Guards shall also identify, report, delay, or detain those persons who violate the rules and regulations as appropriate and in accordance with the Guard Post Assignment Record.

Lost and Found

When directed by the DHS COR, guards shall receive, receipt for, and store for safekeeping all found articles, pending their final disposition. The COR will provide an adequate supply of the necessary forms associated with this task.

Physical Security, Law and Order

Guards shall maintain physical security, law and order as prescribed by statute, regulation, or Guard Post Assignment Record, within the area of assignment. Guards may frequently be responsible for detecting, delaying, and/or detaining persons



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attempting to gain unauthorized access to Government property or otherwise violating laws, rules, and regulations.

Unauthorized Access

Guards shall prevent, discover, delay, and/or detain persons attempting to gain unauthorized access to property and/or personnel at the facility being protected. Guards shall report all such incidents in accordance with established procedures as detailed in the Guard Post Assignment Record.

Hazardous Conditions

Guards shall report daily in accordance with procedures in the Guard Post Assignment Record all potentially hazardous conditions and items in need of repair, including inoperative lights, leaky faucets, toilet stoppages, broken or slippery floor surfaces, etc.

Response to Injury or Illness

Guards shall promptly report and obtain professional assistance in accordance with procedures in the Guard Post Assignment Record in the event of injury or illness to Government employees or others while in or near building protected by the guard.

Flying the United States Flag

Guards shall raise, fly, lower, fold, and store the United States Flag (and other flags as authorized) in accordance with all applicable GSA regulations and post orders.

Additional Duties

Guards shall turn off unnecessary lights; check safes, lock-type repositories, and cabinets; close and secure open windows; close and secure doors and gates and other facility access points; and perform any other additional duties as prescribed in the Post Orders.

Reports, Records, and Testimony

Guards shall prepare and maintain required reports in accordance with the Guard Post Assignment Record regarding security-related issues, such as accidents, injuries, fires, bomb threats, unusual incidents and unlawful acts, and provide these reports to those officials specified by the COR.

Guards shall verbally report threatening circumstances and potentially threatening activities they observe while on duty to the Control Center/Mega Center and, when possible, to the COR or COTR. Whenever possible, guards are encouraged to report a serious or potentially serious problem before responding so that they may receive all necessary backup and support necessary to lessen or eliminate the potential threat.

Guards may be required to testify in various judicial proceedings on behalf of the Government. Guards shall coordinate all Contract-related court appearances with the COR when such appearances are required. Guards who are required to make a court



appearance shall be remunerated by the Contractor at the same hourly rate they would earn while on duty, and the Contractor shall in turn be remunerated by the Government. The Contractor shall be required to invoice for the actual hours the guard spent at court (including transit times from the duty station to the court), whether or not his/her testimony was used and/or provided (court delays are common, and multiple appearances by the testifying guard may be required). Contract-related court testimony on behalf of the Government shall take priority over all other Contractor-scheduled duties, with the Contractor coordinating with the COR to ensure that the testifying Contract employee appears as, when and where scheduled to provide timely testimony. Unless otherwise required by the COR, Contract employees who are scheduled to testify on behalf of the Government due to their Contract-related duties shall appear for court testimony in full uniform, but without weapons/firearms. Their duty post for that date and time shall be at that court location; their duty shall be to provide testimony.

The Contractor shall promptly provide a qualified Contract employee to replace the Contract employee who is scheduled to be testifying on behalf of the Government.

Absent their own verifiable (physician-certified) serious illness or injury, Contract employees who fail to show as scheduled for testifying on behalf of the Government after being notified of the date, time and location by the Contractor will be immediately removed from the Contract/Task Order, due to abandonment of post and violation of duty. Other action (reprimand, etc.) may also be taken against the Contract employee's immediate supervisor for failing to ensure the timely presence of that employee.

The Contractor's Contract Manager(s) shall be responsible for providing several regularly recurring written reports to both the CO and the COR, including but not limited to:

- 1) Quarterly contract employee reports to the COR and the CO, listing Contract/Task Order employees individually by their first and last name, title/rank, social security number, seniority date (date they started working on the current or a predecessor contract) and contract status (active full-time or reserve part-time).
Note: updates may be required more often than quarterly, from time to time;
- 2) Quarterly inventories of Contract/Task Order vehicles and firearms, showing make, model and serial number (for vehicles, include license number and mileage), and identify location that equipment is assigned to or based at (by city/metro-area, only).
Note: updates may be required more often than quarterly, from time to time;
- 3) Quarterly inventories of any Government-provided equipment (typically radios and keys), listing make, model and serial number of the item provided. The Government retains ownership of all Government-provided property utilized by the Contractor.
Note: updates may be required more often than quarterly, from time to time;
- 4) Quarterly emergency call lists, showing how to contact and in what order to contact Contractor managers (including the CM and alternate CM) in times of emergency or disaster. Included shall be telephone, cellular phone, pager, facsimile numbers and email addresses, as well as business addresses for deliveries via mail and overnight



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- delivery services. DHS will periodically test and verify the information provided. Typically, an emergency call list will include at least three different Contractor managers, who work at two or more locations, so as to provide a survivable chain of command. Updates may be required more often than quarterly, from time to time;
- 5) Monthly contract employee training, testing, firearms qualification (if applicable) and suitability/background clearance application status reports. This allows the Government to track progress and help prevent some problems. Typically, this report consists of a spreadsheet or database printout, identifying individual contract employees and their training, testing and clearance dates;
 - 6) Such other reports as are required elsewhere in the Contract/Task Order.

Civil Disturbances

Guards will be required to perform other such functions as may be necessary in the event of situations or occurrences such as civil disturbances, attempts to commit espionage, sabotage, or other criminal acts adversely affecting the security and/or safety of the Government, its employees, property, and the general public lawfully in buildings or on the grounds under the control of the Government.

Emergencies

In case of an emergency condition requiring immediate attention, the Contractor's on-site supervisor or the shift supervisor shall take action at the direction of or coordination with the Agency Technical Representative (ATR), COR, or COTR, to divert uniformed personnel from their normal assigned duties to meet the condition and summon appropriate assistance as may be required in the Occupant Emergency Plan. The Contractor shall immediately notify the designated Government official or agency, as applicable, of action taken, and shall immediately contact the Control Center/Mega Center to report the same information. No additional cost shall be charged the Government for the diversion, and the Contractor shall not be penalized for the normal daily work not done which was otherwise scheduled. Incidents of this nature shall be reported in accordance with procedures outlined in the Officer's Duty Book. As soon as the situation is resolved, the Contract employees should return to their assigned posts and duties.

Primary Security Responses

In some outlying areas, and/or if multiple reportable incidents occur, guards may be required to act independently as the primary security response until law enforcement assistance arrives. This includes detaining and restraining law-breakers.



Typical Duties – Security Clerks

Work Titles: General Security Clerk I (one) and II (two) and III (three)
Also known as: Security Clerk I (one) and II (two) and III (three)
Security Clerk I uses the DOL Wage Determination for: General Clerk I (one).
Security Clerk II uses the DOL Wage Determination for: General Clerk II (two).
Security Clerk III uses the DOL Wage Determination for: General Clerk III (three).

Security Clerk I Functional Responsibilities:

- 1) follows a few clearly detailed procedures in performing simple and/or repetitive tasks in the same sequence, such as filing pre-coded/pre-marked documents in a chronological or alpha-numeric organized file or system of records;
- 2) basic clerical duties (document typing, sorting, filing, retrieving, mailing, etc.);
- 3) accurately typing information copied from completed forms and hand-written documents into typewritten or computer forms/files at the speed in Words-per-Minute (WPM) described below, and checking/matching of such information against pre-entered information;
- 4) communicating effectively in the English language (verbally and in writing);
- 5) using basic business/Government office terminology in a security-related setting;
- 6) requests guidance on how to proceed when first performing unfamiliar clerical tasks.

Security Clerk II Functional Responsibilities:

Are the same as for Security Clerk I, except Responsibility Item #1 is:

- 1) follows a number of specific procedures in completing multiple repetitive clerical steps performed in a prescribed or slightly varied sequence, such as coding and filing documents in an extensive organized file or system of records. Security Clerk II's need to independently choose the proper procedure for multiple tasks, after being made aware of such procedures.

Security Clerk III Functional Responsibilities:

Are the same as for Security Clerk II, except Responsibility Item #1 is:

- 1) follows a number of specific procedures in completing multiple repetitive clerical steps performed in a prescribed or slightly varied sequence, such as coding and filing documents in an extensive organized file or system of records. Security Clerk III's need to independently choose the proper procedure for multiple tasks, after being made aware of such procedures. Security Clerk III's may also prepare and issue Government identification badges and property passes, while maintaining a record of such actions.

Special Note:

Alertness and accurate spelling, typing and attention to detail are essential. Anything less could cause significant adverse effects to Government security programs.



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Security Clerk I's provide clerical and administrative support that may require frequent guidance and/or direct supervision. Security Clerk II's require less supervision than Security Clerk I's. Security Clerk III's require less supervision than Security Clerk II's.

All Security Clerks will initially receive some on-the-job training in local security office procedures, practices and equipment from local Government staff. Security Clerks may also initially receive some on-the-job training on pertinent security rules and regulations from local Government staff. Government-provided training is not a substitute for other types of contract-required training or education, as defined below.

Training/Education Required:

Verifiable high school diploma or GED.

Years and Type of Experience Required:

One year of clerical or clerically-related experience in a commercial or Government office environment, prior to start of performance as a Security Clerk 1;
two years of clerical or clerically-related experience in a commercial or Government office environment, prior to start of performance as a Security Clerk II;
four years of clerical or clerically-related experience in a commercial or Government office environment, prior to start of performance as a Security Clerk III.

Note: Contract employees who exceed the qualification requirements for one Security Clerk category (I, II or III) are not necessarily qualified or required to perform at the next higher occupational category. Contract orders are based on Government needs.

Security Clerk I's must accurately type at least 20 (twenty) words per minute (WPM) using a computer keyboard. Security Clerk II's must accurately type at least 30 (thirty) WPM using a computer keyboard. Security Clerk III's must accurately type at least 45 (forty-five) WPM using a computer keyboard.

All Security Clerks must demonstrate basic user-level proficiency in the productive use of Microsoft Windows-based computers. Security Clerks proposed by the Contractor will cooperate with and be subject to one or more government security investigations for suitability prior to working in these contract positions (except for incumbent contract Security Clerks who already possess a valid GSA or DHS suitability clearance), with follow-up Federal investigation(s) again as scheduled and as otherwise required while Security Clerks serve in these positions.

Security Clerks and proposed Security Clerks must cooperate with and meet Government suitability and eligibility requirements for access to sensitive, but unclassified information. Security Clerks must be at least 21 years of age, and must cooperate with and successfully pass contractor provided and contractor paid SAMHSA-compliant drug screening prior to working in any GSA contract Security Clerk position. SAMHSA-compliant drug screening is required once every two years. Suitability screening is required once every two years. Drug screening and/or suitability



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screening may be required more often, on a case by case basis, if apparently adverse information is discovered about that specific individual who is performing as a contract Security Clerk.

Failure of contract employees to cooperate with Federal investigators is sufficient reason to immediately remove those contract employees from the contract/task order.

General dress and grooming requirements:

All Security Clerk's shall be neat, clean and well-groomed, wearing well-fitting but not tight clothing that includes a) full-length solid-colored wash and wear trousers and b) short or long-sleeved solid-colored wash and wear polo shirts exhibiting the contractor's logo or insignia sewn as a cloth patch or sewn embroidery placed on either the outside of one shirt sleeve or over one breast.

Note: Security Clerk dress requirements labeled a) and b) (above) may be temporarily or semi-permanently reduced in part or waived totally by the CO or COR, on a case-by-case basis, depending on variable office work-site conditions/practices. Where a) and b) dress requirements are so reduced or waived, conventional semi-formal U.S. business office attire will be worn by Security Clerks while they are on duty/performing on the contract.

Work environment:

Works indoors, in a Government office setting, using conventional security office equipment provided by the Government (desk, filing cabinet, telephone, telefacsimile, PC computer system, intercom system, photocopier, remote door lock switches, key-pad and/or dial combination door access devices, and wireless communications device (cellular telephone, pager, etc.) and associated supplies (primarily blank paper, pens and forms).

Work Environment Note 1: Equipment and supplies described above will be provided by the Government as needed by the Security Clerk, however, equipment and supplies may vary in type, kind and quantity depending upon site-specific availability and contract employee need as determined by the Contracting Officer (CO) or Contracting Officer's Representative (COR).

Work Environment Note 2: Conventional U.S. business office courtesy is required.

Physical requirements:

Security Clerk duties are primarily sedentary, usually performed while seated, however periodically Security Clerks are required to stand and move so as to be able to grasp, lift, ungrasp, deposit and reposition documents, files, folders, binders and small quantities of office supplies (paper, pens, etc.) from one place to another in the same building, in the routine course of their daily duties, without assistance from another person. Also required is dexterity and skill in typing accurately with both hands, simultaneously. Security Clerks require good visual acuity in accurately reading and typing documents with font sizes of 9 or larger, utilizing available business office



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equipment. Security Clerks must have good audio acuity and clear speech and listening skills, so they may participate verbally in effective, real-time two-way business-related conversations, both in person and telephonically.

All Contract employee telephone calls, internet usage and email usage is subject to tracking and monitoring by the Government. The transmission and/or reception of personal/non-duty telephone calls, internet files and email messages by contract employees during the hours of contract performance is forbidden, unless required for emergency reasons, such as may be briefly necessary for the health and/or medical care of the contract employee and their immediate dependent family members. Security-related information (Government clearances, countermeasures, etc.) is sensitive information----it will not to be divulged to unauthorized parties.

Work Scheduling Procedures

The Contractor shall be responsible for scheduling all work and notifying Contract Task Order employees of their work schedules in a manner consistent with effective Contract management. When requested by the CO or COR, the Contractor shall furnish a copy of the most current schedule to the Government.

All Contract Task Order security guards and security clerks shall be in uniform and ready to begin work promptly at the start of their shift and shall remain on the job and in full uniform until the end of their full tour of duty, unless properly relieved for hygiene and meal breaks (note: security clerks and guard supervisors do not require "relief in kind", i.e. they are not required to be relieved before taking meal/hygiene breaks).

Recording Presence

The Contractor's employees shall sign in when reporting for work, and shall sign out when leaving, on a GSA Form 139, Contract Guard Duty Register (or other CO-approved equivalent). Contract employees who patrol between buildings will usually be required to sign in and out at each building visited. The registration or sign-in/sign-out points, which will be at the protected premises, shall be specified by the Government and the Contractor must utilize those points for this purpose. Relief guards will sign in and out at each post visited. The failure of contract employees to sign-in and sign-out as required will cause deductions in contract payment(s).

Each successively lower line on GSA Forms 139 must be completed in chronological order, without exception. Lines may not be left blank among or between signatures, in any period. Should an entire line be used to enter a calendar date for separating individual workdays, a one line limit for each such date entry will be followed.

Erasures, obliterations, superimposed or double entries of any type on any one line are unacceptable and will not be acceptable for payment purposes. If errors in signatures,



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times, post numbers, or duty status are made on the GSA Form 139, the next line, immediately below or following on subsequent sheet's lines containing such errors will be used to record all information for every column in the correct manner. The Contract employee shall draw a single line through the entire line on which such mistakes appear. The Contractor must attach a detailed memorandum of explanation to each GSA Form 139 containing erroneous entries for the purpose of correlating all mistakes made with the applicable valid lines of information, and for describing the reasons behind those mistakes. Invoice payment relies on compliance with these sign-in/sign-out procedures, as well as ensuring that services provided are services required.

The Contractor will not remove the GSA Forms 139 from the job site unless specifically authorized or instructed to do so by the CO or COR. All such forms will be collected by the COR or COTR. If the Contractor removes the GSA Forms 139's from the post, payment may not be made until all of the original GSA 139's are received by the COR. Cases in which the GSA Forms 139 are held by the Contractor for 10 or more days after being requested by the CO, COR, or COTR, may be referred to the Inspector General for investigation.

Reporting Labor Hours Provided

The Contractor shall submit to the COR, by no later than five (5) working days after the last working day of each previous month, a GSA Form 3430, Building Service Contractor Work Report or an equivalent substitute approved by the CO or COR.

The report shall be signed and certified by the Contractor as to its accuracy. The Contractor's Contract Manager or on-site supervisor may submit and certify the report as being accurate if the Contractor has authorized them to do so in writing.

This report will be used by the Government to review and verify compliance with the labor hour requirements of the Contract.

Relief and Lunch Breaks

"The RFQ and Task Order do NOT specify when paid or unpaid meal and hygiene breaks are to be provided for Task Order employees, but defer instead to applicable Federal and state law and regulations in that regard. The Contractor's direct and indirect costs for Task Order relief guards (required only for productive/non-supervisory guards in the groupings and cities below) shall be included in the Offeror's firm, fixed non-supervisory guard rates.

Task Order guard relief (an equally qualified and equally equipped replacement guard provided on a one-to-one basis by the Task Order Contractor during the entire period of the relieved guard(s) meal and hygiene breaks) shall be scheduled and provided by the Task Order Contractor for:



(a) all non-supervisory guards performing at Task Order posts that are located at Task Order supported facilities where there are (b) five or more Task Order guard posts that are each and all concurrently located within 4 (four) street blocks of each other.

Supervisors do not require such relief, anywhere, as their duties permit some flexibility. Non-supervisory Task Order guards performing at posts located outside of these designated "relief" areas shall pre-coordinate and pre-schedule their relief breaks and meal breaks with their Task Order supervisor, and the manager of the facility/office where they work. Relief guards are not separately invoiced. The costs for all relief guards are included in Task Order productive (non-supervisory) guard hourly rates (supervisors do not have relief supervisors, so shall not have such costs in their rates) across the entire Task Order performance area. Costs for such hygiene relief and meal breaks shall be included in the Contractor's hourly price(s) for non-supervisory guards, as such costs shall not otherwise be invoiced to or paid for by the Government. Regardless of location, Security Clerks performing at Task Order location(s) shall pre-coordinate and pre-schedule their hygiene and meal breaks with their Task Order supervisor, and with the manager of the office where they work, but Security Clerks do not require and shall not have "in-kind" hygiene and meal relief replacements, such as required for non-supervisory guards.

IMPORTANT NOTE:

Habitual or repeated failure by the Contractor to furnish lawfully required meal and hygiene relief breaks as required may be considered to be a material breach of Contract Task Order, and may result in termination for cause, in whole or in part. Violations of Federal labor laws/regulations will be referred to the U.S. Department of Labor.

Limitation on Labor-hours to be Provided by Individual Employees

Unless pre-approved on a temporary case-by-case basis by the CO or COR, no Contract Task Order employee shall provide more than twelve (12) hours of service on one or more Contracts/task orders administered by DHS in any twenty-four (24) hour period, unless those work periods are separated by an eight hour non-duty period.

The Contractor shall be responsible for compensating guards for all overtime accrued in accordance with federal and state laws, at no additional cost to the Government. The Contractor's estimated overtime costs must be factored into the Offering prices, as they will not otherwise be paid for by the Government after award of the task order.

The limitation on labor hours may be verbally waived by the CO and/or the COR in those emergency situations which are beyond the control of the Contractor (e.g., weather conditions that prevent the next shift from getting to the building, civil disturbances, natural disasters, anticipated or actual terrorist attacks, war, etc.).



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The Government has the authority to assess deductions from task order payments for all hours where guards exceed the 12 hour on-duty limitation, unless the CO or COR granted a waiver for such an action. For each hour or part thereof where a guard works over 12 hours without prior approval by the CO or COR, the Government will deduct the hourly price (or part thereof, in quarter hour increments, if less than one hour is worked) for hours worked in excess of 12. Read further for more information on deductions. The requirements of the contract and the security needs of the Government will be of paramount concern in evaluating any and all waiver requests.

5. Services Required – Contract Management Team

The Contractor's Contract Management Team shall be available to GSA 24-hours a day, seven days a week, throughout the life of the Contract. They shall have the authority to accept GSA Delivery Orders, Contract Modifications, notices of deductions, notices of reductions, inspection reports, activation of reserve forces, deactivation of reserve forces and all other Contract-related correspondence on behalf of the Contractor. They shall also have the authority to initiate correction of omissions and/or deficiencies in the Contractor's performance under the terms of this Contract. This Contract Management Team shall include:

The Contractor shall propose, identify and provide to the Government one or more experienced, well-qualified full-time security services contract manager on-site at each FPS task order designated location (i.e., contract managers will be a "line item", where the Government can order two or more contract managers, at Government-specified, Government-provided office space, at a fixed hourly rate (typically for forty hours per week, Monday through Friday, excluding Federal holidays) for each Contract Manager.

At a minimum, one contract manager will be ordered by the Government, and must be provided by the contractor, to manage the contract and oversee contract supervisors. The Contract Manager shall be responsible for coordinating and providing all aspects of the Contractor's implementation, operation, and management of the Contract. Each Contract Manager shall be assigned a specific Contract-supported geographical area to serve. When one Contract Manager is absent, incapacitated and/or otherwise unavailable to the Government, one pre-designated, pre-accepted Deputy Contract Manager shall become Acting Contract Manager. The Acting Contract Manager shall have the same Contract management responsibilities, duties, authority and direct access to all Contractor corporate/business resources as the Contract Manager, when the Contract Manager is temporarily absent, incapacitated and/or otherwise temporarily unavailable to the Government. The Contractor's use of one or more Deputy Contract Managers who fail to perform according to contract and/or task order requirements may cause the Contract to be fully or partially terminated for default. The Contractor's failure to provide all required (ordered) Contract Managers may also cause the Contract to be fully or partially terminated for default. The Deputy Contract Manager, when not Acting Contract Manager, may be a uniformed supervisor. However, typically, the Contract



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Manager will NOT perform contract manager duties while in uniform or while armed, except as may be pre-authorized by the CO or COR, in response to emergency situations (terrorist attacks, war, riots, etc.). All armed contract personnel must meet all local and state Government requirements for being armed (permits, etc.). Security Clerks are NOT armed. Contract Managers are rarely, if ever, armed, and then only on a case-by-case basis, with written pre-approval of the CO or COR.

The Contractor's management of this Contract is a direct, integral and routine part of conducting business with the Government. Except for each Contract Manager's time ordered by the Government, Contract management costs are NOT to be charged, billed and/or invoiced to the Government, but are considered to be incorporated into the Contractor's other hourly labor/service rates and prices, as provided for in Part III. Contract management costs in excess of contract manager's hourly rates are the sole responsibility of the Contractor, and are assumed to be included in other labor rates.

The Contractor shall identify by full legal name, social security number, residential (street) address, business name, business (street and postal) address, business telephone number, business facsimile number and business pager number each of the individuals proposed for Contract Management positions (i.e., Contract Manager and Deputy Contract Manager). All such information shall be verifiable by the Government, and included in the Offer submitted by the Contractor, prior to Contract award. Contractor-proposed changes to the staffing or support of these key Contract management positions shall be coordinated in writing with the Contracting Officer (CO) prior to implementing such changes. Proposed Contract Managers shall meet all Contract qualification and suitability requirements.

All Contract Managers ordered by the Government shall have full responsibility for the Contractor's compliance with all Contract requirements. Contract Manager duties shall NOT be performed by any uniformed Contract employee, except as may temporarily be required by the Contracting Officer or COR, due to a Government-declared disaster or emergency that is occurring in the geographic area of one or more Contract Managers. On an on-going basis, all Contract Managers and Alternate/Deputy Contract Managers shall update and coordinate their presence, readiness and availability to support this Contract with a) the Contractor, b) each other, c) the CO and d) the cognizant COR. All of the Contractor's Contract Managers shall always be ready, willing and able to perform Contract management during the hours of **8:00 a.m. through 4:30 p.m.** (local time) at their Government-provided office space, throughout the life of the Contract, except for non-work periods, which usually include Saturdays, Sundays, Federal holidays, work relief breaks (typically one half-hour meal break, plus hygiene breaks, etc.).

The start and stop times for these daily work hours may be adjusted by the CO or cognizant COR at the request of the Contract Manager, when in the well-informed judgement of the CO or COR such schedule changes will NOT adversely affect the performance and success of the Contract. The Contractor shall notify the Contracting



Officer (CO) and cognizant Contracting Officer's Representative (COR) in writing each month, clearly identifying and detailing the Contractor's scheduled on-call availability of specific Contract Managers (by name and telephone number) during non-routine hours of business (nights, weekends, holidays, etc.) for the upcoming month, so that the CO or cognizant COR may coordinate with the designated "on-call" Contract Manager during weekends, holidays, evenings and other times when Contractor offices and Federal offices are routinely closed. On an "on call" (telephone dial-up) basis, at least 1 (one) predesignated Contract Manager shall always be ready, willing and able to perform Contract Management duties for all locations served by this Contract, during all holiday, weekend, evening and other non-routine hours of business. DHS may initiate and log the results of verification calls/radio test pages to verify and confirm "on-call" Contract Manager availability and readiness exists as required by the Contract, during non-routine hours of business (not to exceed one such test/availability call per Contract Manager, per calendar week). The unavailability or failure of a Contract Manager to respond to Government-initiated telephone/pager calls (test calls and non-test calls, alike) pertaining to the Contract may result in deductions/reductions in payments to the Contractor.

The Contractor's Deputy Contract Managers shall NOT manage or supervise any other Contract administered by DHS and/or GSA, while serving in a management capacity for this Contract. In any and all cases and situations, the timely and efficient management and success of this Contract shall be their highest work priority.

All Contract Managers (CM's) are required to meet the same Contract suitability standards as uniformed security supervisors. This means that each Contract Manager and Alternate/Deputy Contract Manager will each and all be required to undergo and successfully pass the Government's criminal and financial background checks. Proposed and existing Contract Managers who fail to cooperate with and/or fail to pass such Government background checks may be found unsuitable for performance under the terms and conditions of this Contract, thereby requiring the Contractor to immediately propose and on DHS approval immediately provide DHS with a well-qualified Contract Manager who meet all Contract requirements for that position.

The CM must have either completed a four year course of study leading to a bachelor's degree with a major in any field of study, or have substantial (five years) verifiable law enforcement management or security service business management experience that demonstrates their individual capacity to effectively and successfully manage a security guard Contract/Task Order of the size, complexity and scope described in this SOW.

The CM must possess a minimum of five (5) years of specialized service experience. Specialized experience includes: project development and implementation including planning, coordination and deployment; expertise in the management and control of funds and resources using complex reporting mechanisms; and demonstrated capability



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in managing large multi-task Contracts or subcontracts of similar scope and complexity.

The Contractor shall provide to the CO and COR the name, telephone number, pager number (if any), cellular phone number (if any), facsimile number, e-mail address, and physical and mailing office address of the CM by the date of the first meeting after award of the Contract. Note: For the duration of the Task Order, the Government will provide office space and office environmental amenities (heating, cooling, trash pick-up, mail distribution, etc.) to the CM at a location of the Government's choosing, provided the CM complies with Government rules and regulations affecting the use of such space. The Contractor shall submit a Key Personnel Resume clearly detailing the proposed individual's qualifications and demonstrating that the proposed CM meets the requirements listed above. If the proposed CM does not meet the requirements listed above, the Contractor shall attach a written waiver request which will cite both the areas where the proposed CM does not meet the requirements and a statement by the Contractor explaining why the Contractor considers the proposed CM to be qualified to hold the position. Waiver requests must adequately demonstrate that the proposed CM possesses the ability to effectively manage a security guard Contract of the size and scope described in this RFQ/Contract. Such waivers will not be routinely granted, and should not be expected. The CO or COR must review and approve the proposed CM prior to his/her assignment to work as CM under this Contract. The proposed CM is required to cooperate with and pass Federal background checks, drug screening, etc. The contractor must provide effective contract management, or the contract or contract task order may be terminated for cause.

Failure on the part of the contract manager to fully disclose contract-required information to the CO or COR is sufficient cause for removal.

The requirements of the contract and the security needs of the Government will be of paramount concern in evaluating any and all waiver requests.

All proposed and existing CM's shall meet all requirements of the Contract/Task Order. Replacement CM's must be proposed to and approved by the CO/COR prior to the CM reporting for duty under the Task Order. Each Contractor-proposed CM must provide one copy each of a completed key personnel resume to both the CO and COR, and a completed suitability application package to the DHS-FPS Great Lakes Region Investigations Section as part of the Contractor's nomination process. A blank key personnel resume form is included as an exhibit, and may also be obtained from the CO or COR. Anticipate that the DHS review process for a CM will take 2 to 4 weeks. The finding of apparent adverse information or lack of qualifications may end the process or cause the process to take longer. DHS review of a CM also requires that the CM first pass all required background checks, drug screenings, etc.



Supervisors

Supervisors are uniformed individuals who have authority to act for the Contractor on a day-to-day basis at the work site. They supervise and control security guards. They are managed by and report directly to their respective Contract Manager (CM).

Supervisors shall not simultaneously perform the duties of supervisor and productive guard. Supervisors shall not provide required relief breaks to productive guards at any time while they are acting in a supervisory capacity. Any exceptions to this requirement will be made in writing by the CO or COR, in response to emergency conditions.

The Contractor shall provide the name(s), telephone number, pager number (if any), cellular phone number (if any), facsimile number, e-mail address (if any), and office address of the Supervisor(s) by the date of the first meeting after award of the task order. Additionally, the Contractor shall submit a Key Personnel Resume clearly detailing the individual's qualifications to the CO or COR by the time of the first meeting after Contract award. The CO or COR must approve the proposed supervisor(s) prior to working under the task order.

Supervisors ensure that productive guards:

- A. Are properly trained in accordance with the Contract and Task Order;
- B. Perform all duties as specified in accordance with the Contract and the GSA Form 2580 (Guard Post Assignment Record) for the security post assigned;
- C. Are properly uniformed and present a neat and professional appearance as referenced in the Contract Guard Information Manual (CGIM);
- D. Are thoroughly knowledgeable about their duties and demonstrate the ability to act effectively and maturely during emergencies and unusual situations;
- E. Possess and display a valid certification card and CPR card at all times while on duty; and
- F. Possess all necessary permits, licenses, passes, clearances, credentials, etc., as required by the Contract and by local or state law.

The Contractor shall provide the level of supervision stipulated in Exhibit 1. All supervisors shall be required to sign in on a GSA Form 139 log (or CO-approved equivalent) upon the building and to sign out on the same form upon leaving the building. In the column entitled "Post" the Supervisor shall write the abbreviation "SUPV" to indicate supervision. These logs may be used by the Government to ascertain the level and frequency of supervision being provided to the guards working under the task order.

Replacement Supervisors shall possess the same or similar qualifications of the individuals originally proposed by the Contractor and accepted by the Government. The Contractor shall provide a completed Key Personnel Resume for all replacement



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employees to the CO and the COR for approval before the replacement personnel report for duty under this Contract.

6. Services Required -- Reserve Guard Force

The Contractor shall maintain a reserve guard force of sufficient size (20% of active force, with the understanding that as the active force size changes, the quantity of the reserve force required will change). The reserve force will always be at least 20% of the Active Force. This will enable the Contractor to provide contract guard post coverage in the event of scheduled or unscheduled employee absences (e.g., due to illness, vacation and training) and additional emergency or short-term Government requirements. A contract reserve force of less than 20% will almost always be inadequate, and will typically result in the failure of the Contractor to perform as required. Typically, contract reserves are on-call, part-time employees who are available for more part-time, or full-time, duty hours.

All reserve guards must meet the same minimum qualification standards for their assigned positions as required in this SOW before working any post under the task order. The Contractor shall ascertain how this reserve guard force shall be acquired and maintained. The Contractor shall factor the costs for recruiting and maintaining a reserve guard force into the Offering/Task Order prices, as they will not otherwise be paid for by the Government after award of the task order.

Full-time (working 40 hours a week or more) Task Order guards and supervisors can not be counted or reported as reserve guards or reserve supervisors.

7. Regulations, Handbooks, and Other Applicable Documents

GSA-PBS and DHS-FPS Regulations contain the basic procedures for the operation, maintenance, and protection of Federal property. The primary regulations and related procedures to be followed by the Contractor are listed below. Supplementary regulations which are provided to the Contractor by the CO or the CO's authorized representative shall also be in effect and will be incorporated by modification to the task order.

Officer's Duty Book. An Officer's Duty Book shall be furnished by the COR and maintained at the central control point and shall contain complete duty instructions for emergency procedures.

A separate loose-leaf binder shall be furnished by the COR and maintained by the Contractor at each additional fixed post and will contain only those items of duty instructions pertinent to that specific post. The Officer's Duty Book shall not be removed from Government property, or reproduced or copied in any manner unless properly



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authorized, in writing, by the COR.

Federal Rules and Regulations Governing Public Buildings and Grounds (FPMR 41 CFR 101-20.3). These rules and regulations are posted in all buildings under the charge and control of the General Services Administration and are applicable to all persons entering in or on such property.

Federal Protective Service Policy Handbook (PBS P 5930.17c). This handbook contains the basic procedures and forms to be used during the course of the Contract. Applicable chapters will be supplied to the Contractor by the COR at the initial meeting after Contract award. This information must be read by all guards and supervisors in order for them to understand the role they play in FPS law enforcement and security operations.

Contract Guard Information Manual (CGIM). This handbook contains the information that all contract guards and supervisors must read and be familiar with prior to assuming duties under the task order. The written examination which all guards must take will be based entirely upon this manual. The Contractor can request and receive the entire CGIM electronically (via email) from the Contracting Officer listed as the contact for this particular Request for Quotes ("RFQ"). At no cost to Contract/Task Order employees and no additional cost to the Government, the Contractor shall provide one legible, securely bound paper copy of the CGIM to each uniformed contract guard employee upon their beginning their basic training course and again upon their beginning their refresher training course(s) as described in RFQ Section 10 below. The Contractor is responsible for all costs associated with obtaining, printing/copying, binding and distributing the CGIM to their contract employees. The costs for this shall be included in the Contractor's hourly Task Order prices. The Government will not be separately invoiced, nor pay if invoiced, for CGIM-related costs.

8. Equipment, Uniforms, and Materials

Use, Accountability, and Care of Government Furnished Property.

The following supplies, materials, equipment, and facilities/office space, will be furnished by the Government:

1. Electrical and mechanical equipment, such as installed alarm and surveillance systems, communications equipment, x-ray machines, walk-through magnetometers, hand-held magnetometers, and closed-circuit televisions, including written operating procedures and general instructions. Complete and current inventories of equipment will be maintained by the COR.
2. Repair and maintenance of equipment stated in item 1 above.



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3. Officer's Duty Book, including all inserted information required. The COR will provide all initial information and changes. The Contractor will be responsible for posting the changes in the Officer's Duty Book.
4. Telephones deemed necessary by the Government for the conduct of official business under the task order.
5. Guard office, locker space, locker and some office equipment, excluding office machines (all as available, but only if deemed necessary by the Government).
6. All Government administrative forms prescribed for use by Contract employees under the task order.
7. Classroom for on-site training of personnel employed by the Contractor, for the purpose of their understanding and operating all fire alarm systems, security systems, security equipment or devices, and emergency operations procedures.
8. Building utilities and services will be afforded the Contractor in accordance with established GSA operational procedures. This includes the use of concession facilities, restrooms, and medical facilities (when available, for emergency purposes).
9. Limited occupation and use of FPS-controlled office space, where available, for the CM and/or Supervisors to use to conduct official task order related business.

All property furnished by the Government under the task order shall remain the property of the Government. Upon termination or conclusion of the task order, the Contractor shall render an accounting of all such property that has come into their possession during the course of the task order. All equipment issued by GSA to the Contractor will be issued on GSA Form 1025, Receipt for Property, or other similar document.

Any property furnished by the Government to fulfill Contract requirements, which is lost or damaged resulting from improper use, negligence and/or abandonment by the Contractor's employees, shall be repaired or replaced by the Government. The cost of such repairs or replacement shall be deducted from the Contractor's payment. Additionally, the Contractor shall remunerate the Government for expenses associated with the misuse of telephones, facsimiles and other Government-furnished office equipment by the Contractor's employees. Contract employees who misuse, willfully damage, or willfully destroy Government property may be removed from the task order and may face civil and other charges as deemed necessary by the Government.

Loss or damage to Government-furnished property (radios, keys, etc.) shall be identified to the COR by the Contractor as soon as possible, but not later than 24 hours after



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discovery by the Contractor. To ensure timely discovery and reporting, the Contractor shall perform quarterly (four times per year) inventories of all Government-furnished property, using a GSA Form 1025 or other approved Government form/format. One copy each of the Contractor's inventory findings shall be reported in writing to the COR and the CO within 15 days of the date the CO or the COR selects for the inventory.

Government property shall be used for official Government business only in the performance of this Contract. Government property will not be used in any manner for any personal advantage, business gain, or other personal endeavor by the Contractor or the Contractor's employees.

The Contractor shall take all reasonable precautions, as directed by the Government, or in the absence of such direction, or in accordance with sound industrial practices, to safeguard and protect Government property.

If the work under the task order requires that the Contractor's employees have access to classified, confidential, proprietary, sensitive, personal, business, technical, or financial information (property) belonging to the Government or to other private parties performing or seeking to perform work for the Government, no employee of the Contractor shall be authorized to read, photocopy, remove, or otherwise appropriate such information for its own use or disclose such information to third parties unless specifically authorized in writing by the CO. Violations of this policy may result in Contractual actions being taken, up to and including termination for default. Additionally, the Government may pursue any and all legal remedies at its disposal if the unauthorized use of the information/property is prosecutable under law.

The Contractor shall be responsible for reporting to the COR the malfunctioning of any Government equipment used by the Contractor or the Contractor's employees within no later than 24 hours after the malfunction is detected. The malfunctioning equipment shall also be reported to the Control Center/Mega Center Operator.

Identification/Building Pass

When a controlled personnel identification system is used by a tenant agency at a site where the Contractor's employees are assigned for duty, the tenant agency will provide the employees with the necessary Government identification. The Contractor shall ensure that all Government identifications are returned to the issuing agency when employees are terminated or resign, or upon expiration of the task order, whichever comes first.

Use, Accountability, and Care of Contractor Furnished Property



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The Contractor shall furnish and maintain in acceptable condition, at no cost to Contract employees, all items of uniform and equipment necessary to perform work required by the task order, as discussed in the following RFQ Section . **The Contractor is solely responsible for the quality and performance of all Contractor-provided equipment used in performance of this Contract.**

Communications Equipment

See Exhibit 2, Communication Equipment Requirements. Communication equipment must ensure Contractor availability on a 24 hour basis, also described in Exhibit 2.

The Contractor shall, in accordance with applicable Federal Regulations, obtain all permits for the operation of such radio equipment over Government identified frequencies. A copy of all such permits shall be delivered to the COR upon request prior to the utilization of designated frequencies.

Note: The Contractor will be using Government-furnished radios, on Government-authorized frequencies, so the Contractor is not required to possess any licenses or permits for the use of these Government-furnished radios, however, the Contractor is required to comply with Government radio operating procedures during radio use.

Motorized/Mobile Patrol Equipment

See Exhibit 3, Patrol Vehicle Requirements. Vehicles shall be in operating condition at all times. All costs for the operation and maintenance of vehicle(s), including all license, inspection and insurance fees, shall be borne by the Contractor. Each vehicle shall be equipped with a roof light-bar and marked for identification. Each vehicle shall be equipped with 1 first-aid kit and 1 dry chemical fire extinguisher, securely mounted.

In the event a patrol vehicle is temporarily inoperable (due to maintenance, etc.), the Contractor shall provide an equivalent, fully operational substitute vehicle. The COR is responsible for ensuring the vehicle(s) furnished under the task order comply with the requirements outlined herein. In the event of a dispute regarding whether vehicle(s) meet the requirements, the CO will make the final decision. Additional patrol equipment not specifically identified in the task order shall not be used unless approved by the COR. See Exhibit 3, Patrol Vehicle Requirements.

Firearms and Ammunition

Firearms shall be furnished by the Contractor to equip each armed guard and supervisor while on duty. Personal weapons shall not be used. **Firearms shall be .38 caliber or .357 caliber, double action, six (6) shot police-style revolvers with a heavy duty 4" barrel, a fixed front sight, and a fixed or adjustable rear sight, that are manufacturer-approved for the 110 grain jacketed +P ammunition required by this contract.** Appropriate and ample supplies of firearms maintenance equipment (cleaning solvents, lubricating oil, rods, brushes and patches, and other normal maintenance tools) shall be provided by the Contractor and at the Contractor's expense. Firearms shall be inspected by the Contractor prior to issuance to guards. The



Contractor shall ensure that only one make and model of firearm is used throughout the entire contract, for standardization purposes.

The Contractor's employees shall inspect their assigned firearms at the commencement of each tour of duty. Each firearm shall be cleaned and oiled regularly by the contractor to ensure optimum operating condition. Firearms shall always be handled in a safe and prudent manner. Loading and unloading of ammunition and cleaning the firearms shall take place in designated areas only. All weapons and associated ammunition shall be stored in accordance with safeguard standards established by the Government.

The Contractor must be able to account for all firearms at all times. On-site supervisors and guards shall make accurate receipt and return entries on the Firearms and Equipment Control Register, GSA Form 1051, at the beginning of each shift. The COR will provide an ample supply of the Form 1051.

The Contractor shall provide a list of serial numbers of all firearms that will be used or stored on the premises to the COR prior to the task order start date. The list shall be kept current; the Contractor must document and forward any changes to the COR within one (1) week of the change.

In the event that a firearm is lost or stolen, the Contractor shall notify the FPS Control Center immediately and shall relate all the particulars known regarding the loss or theft of the weapon. Additionally, the Contractor shall provide a detailed written report to the COR within one (1) day (24-hours) of the incident, including the date and time of the incident, and other relevant particulars. The Contractor shall also notify the COR of the serial number, make and model of the replacement weapon.

Ammunition for authorized firearms shall be provided by the Contractor. Each armed guard and supervisor shall be issued and shall carry 12 (twelve) rounds of commercially manufactured standard 110 grain +P jacketed (semi-jacketed or full-jacketed) hollow point type ammunition while on duty supporting this Task Order. Six of these rounds shall be loaded into the revolver; the remaining six rounds shall be contained and carried in the cartridge case speed loader. No reloaded or remanufactured ammunition is permitted. The Government may routinely inspect contractor ammunition and firearms, and contractor records of ammunition and firearm purchases.

The Contractor shall provide a secure firearms cabinet or firearms safe to be placed at each site where there is storage of Contractor-provided firearms. The firearm cabinet/safe combination setting or hasp-type lock must be changed at least once every six months, and again within 24-hours of the time a contract employee possessing the combination or key departs the contract.



Spare contract-compliant firearms and ammunition shall be obtained, maintained, stored, and secured by the Contractor so as to accommodate emergencies and to be immediately available in the event additional guard services are ordered. At a minimum, sufficient ammunition and firearms shall be immediately available from the Contractor so as to accommodate the simultaneous call-up and activation of all active and all reserve Contract guards, with resupply by the Contractor of depleted stocks, at no additional cost to the Government.

Uniforms

The Contractor's guard force and security clerk uniforms shall be of a color and style in general use by large guard or security organizations and shall be **readily distinguishable** from those of local and state law enforcement agencies and from those of Federal Protective Officers. All guards performing under this Contract shall wear the same color and style of uniform and maintain a professional and neat appearance at all times during their tour of duty. All security guard uniforms and uniform accessories must comply with state and local government requirements for security guards.

Appropriately lettered breast and cap badges with the company name shall be worn and prominently displayed as part of the uniform, if that is a state or local requirement. Identification nametags and the Government issued certification card shall be worn over the right breast shirt pocket.

The type, style, color and composition/fabric of uniforms to be used on this Contract shall be clearly identified or described by the Contractor as part of their Quote responding to this RFQ. Uniforms will be reviewed and agreed to by the Government at or prior to Contract award. The table below shows standard required uniform components and minimum required quantities of the components:

REQUIRED ITEM	MINIMUM REQUIRED QUANTITY
Shirt, long sleeve	3
Shirt, short sleeve	3
Trouser, all season weight	3
Necktie (clip-on, choke-proof type preferred)	2
Jacket, winter, patrol type (Reefer style)	1
Frame style (sometimes called "saucer style") hat	1
Gloves, winter (pair) - (Color to match accessories)	1
Pistol belt without shoulder strap (Sam Browne style)	1
Level II retention holster, firearm (slide on belt type) w/hammer safety strap, left/right as required (armed	1



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guards/supervisors only)	
Ammunition cartridge case (armed guards & supvs. only)	1
Duty Belt "Keepers"	4
Expandable Police Tactical Baton (with compatible holder)	1
Handcuffs (police-style metal pair, internal double-lock type, with left and right bracelets) and 1 matching key	1
Handcuff case (compatible with handcuff size and style)	1
Key strap with flap (if needed)	1
Insignia, shoulder patch (one on each shirt and jacket)	7
Whistle, with chain attachment (metal)	1
White (non-supervisory), Gold (supervisory) metal cap ornament	1
Nameplate, 3-1/2" x 3/4", with black or blue 1/2" lettering On Gold metal (first initial and last name)	1

Long sleeve shirts will be required beginning the last Sunday in October and short sleeves beginning the last Sunday in April. These dates may be adjusted with the approval of the COR; however, all guards on any one shift must be in the same uniform with the same sleeve length.

Footwear shall be low quarter dress shoes or high topped boots (boots are acceptable only if pre-approved by the COR or CO) with reinforced or plain toe and standard heel. The color of footwear (shoes/boots) shall match the color of leather accessories. The Contractor is not required to provide footwear, but must insure that contract employees are dressed in accordance with Contract requirements while on duty. It is essential that contract employee footwear allow long periods of standing and walking, and short periods of sprinting, while maintaining professional appearance. On a case by case basis, any deviation from these footwear requirements can only occur if it is a) first recommended in writing for medical reasons by a state-certified/registered physician after a physical examination, and b) submitted to the COR by the Contractor, in writing, with Contractor concurrence, for COR review and approval/disapproval. Deviations will not be routinely approved.

Uniform accessories and equipment and the wearing of same shall conform to standards and usage prescribed and in effect for FPS uniformed officers. The color of uniform accessories and equipment shall be standard black or brown, as may be appropriate to match the uniform. All guards shall wear the same color, style and type of uniforms, uniform accessories and equipment (some minor style differences are permitted between male/female guard uniforms, but uniforms shall remain the same general type, i.e., shirt and trouser-type only, no skirts, no shorts).



Supplementary Equipment

Each guard post shall be equipped with the recommended supplementary equipment including, but not limited to:

- (1) A notebook and ink pen.
- (2) A standard police-type flashlight containing working D cell batteries, bulb, on-off switch and a belt holder. The Contractor is responsible for ensuring that all flashlights are in serviceable condition.
- (3) Traffic control safety apparel (reflective vests, gloves, traffic batons, etc.), and inclement weather clothing (raincoats, cap covers, overcoats, overshoes, mittens with trigger finger, etc.) may be used as appropriate for operations at designated traffic control or indoor/outdoor posts. All inclement weather clothing shall be compatible to the uniform's style
- (4) Disposable Latex gloves, face mask with belt holder.

Guards shall not possess any unauthorized supplemental or personal equipment, such as privately-owned (e.g., equipment not issued by the Contractor or required by the Contract) firearms, knives, "come-alongs", or other such nonstandard items. Guards who are found to possess such unauthorized equipment while on post shall face disciplinary action, such as forfeiture of the item(s), suspension, and/or permanent removal from the task order.

Security Clerk Uniforms –

Each Security Clerk uniform issue shall consist of uniform trousers (3 per Security Clerk), uniform shirts (four per Security Clerk), Contractor's shoulder or breast patch (four per Security Clerk), name tag (one per Security Clerk) and low quarter black or brown shoes (one pair per Security Clerk).

Security Clerk footwear shall be low quarter dress shoes or high topped boots (boots are acceptable only if pre-approved by the COR or CO) with reinforced or plain toe and standard heel. The Contractor is not required to provide footwear, but must insure that contract employees are dressed in accordance with Contract requirements while on duty. Contract employee footwear shall provide a professional appearance. On a case by case basis, any deviation from these footwear requirements can only occur if it is a) first recommended by a state-certified/registered physician after a physical examination, and b) submitted to the COR by the Contractor, in writing, with Contractor concurrence, for COR review and approval/disapproval. Deviations will not be routinely approved.

9. Qualifications of Personnel



General Qualifications

All of the Contractor's employees are expected to behave alertly, courteously and professionally toward all persons encountered in the performance of their duties, including GSA employees, building tenants, and the general public. The CO and/or COR may require retraining, suspension, or removal of any Contractor employee deemed careless, incompetent, insubordinate, unsuitable, or otherwise objectionable during the performance of duties associated with the task order.

To be eligible to perform under this task order, all uniformed guards must meet, to the satisfaction of the COR, the following requirements:

- (1) Be a citizen of the United States of America. The COR may allow legal resident aliens with proper INS-issued work permits to work under the task order upon the Contractor's request. **Under no circumstances will resident aliens lacking valid INS work permits be allowed to work under this task order.**
- (2) Be at least **21 (twenty-one)** years of age. While there is no limit as to the maximum age of guards and security clerks, all must be able to withstand the physical demands of the job and must be capable of quickly responding to emergency situations without special accommodations by the Government. For guards, this includes having the ability to either drag or carry an incapacitated adult person (or passive adult demonstrator) away from a building entrance or exit or stairway, so they are not blocking a building entrance or exit or stairway.

Note: Upon written request, the CO may waive the minimum age requirement where the applicant meets all other minimum requirements and is lawfully eligible to perform the required duties, however, waivers will not be routinely granted, and will not be granted without written justification from the Contractor. The requirements of the contract and the security needs of the Government will be of paramount concern in evaluating any and all waiver requests.

- (3) Possess, at a minimum, either a high school diploma or a GED equivalency certificate.
- (4) Speak English fluently, read and comprehend written English, and compose coherent written reports in English. Bilingual contract employees are naturally an asset to the Contractor and the Government, and should be identified to the COR, but under no circumstances shall the Contractor permit a contract employee who does not have a good command of the English language to work under this task order.



(5) Meet *one* of the following experience/education requirements:

- (A). A total of three years (36 months) or more of verifiable paid or unpaid work experience as: Alarm Monitor, Corrections Officer, Court Security Officer, Detention Officer, Firefighter, Guard I, Guard II, Police Officer, Security Clerk, Public Safety (police, fire, EMS) Radio Dispatcher or Security Guard Company Radio Dispatcher (or any combination of these occupations) within the five years immediately prior to that individual's proposed start of performance on the Task Order; or**
- (B). A verifiable Associate's Degree or at least 60 verifiable semester hours of college coursework in any field of study; or**
- (C). A total of three years of verifiable active or inactive U.S. military, U.S. National Guard or U.S. Reserve military experience with an honorable discharge (if already discharged); or**
- (D). Successful and verifiable completion of Police Officer's Standard Training (POST) course; or**
- (E). Any verifiable experience and educational combination of the above that totals three years (thirty-six months). Note: Non-military work experience must have occurred within the five years immediately prior to that individual's proposed start of performance on the Task Order, however, there is no such time limit on college education, military service and POST qualifications in meeting these experience/education requirements.**

Special Requirements for Supervisors

Supervisors must be individuals of unquestionable integrity who display a mature attitude and exercise good judgement. Each supervisor shall have a background with a minimum of two (2) years of successful experience in field supervision (civilian community law enforcement, military service law enforcement, or commercial/industrial guard service). The Contractor may propose, by written request, an employee for a supervisory position who lacks the above experience, provided that the Contractor Offers evidence of similar leadership experience. The CO shall have the sole discretion to accept such an alternative. Such alternatives will NOT be routinely approved. The COR shall recommend the selection, if satisfactory, and the CO will approve or reject the recommendation. The Contractor shall complete and submit a Key Personnel Resume (Exhibit 12) to the COR and the CO (both) for each proposed supervisor and the Contract Manager.

Medical and Physical Qualifications

General



The Contractor shall ensure that all employees assigned to work under the task order are physically able to perform all duties required by this SOW. All employees must be in good general health without physical defects and/or psychological abnormalities that would interfere with the performance of their duties.

The Contractor shall require all prospective employees to undergo a pre-employment medical/physical examination. Examinations shall be administered by a licensed physician. All guards (productive and supervisory) must meet the health certification requirements listed Exhibit 10. **No contract employee shall be permitted to work under the task order until this certificate has been submitted to and approved by the COR.** Failure by a contract employee to meet any of the required medical qualifications may result in the guard being disqualified from performing under the task order. **Where there is a disqualifying factor noted, the examining state-certified/registered physician must provide a written, dated, signed opinion as to why the physician believes the existence of the factor will not interfere with the contract employee's performance under the Contract.** In such cases, notwithstanding the physician's signed opinion, the CO shall make the final determination regarding the Contract employee's suitability to work under the Contract, however, the COR may make a preliminary review and determination that will stand, unless appealed in writing to the CO. Documentation by a physician of a disqualifying factor without a written medical opinion as to the Contract employee's suitability to perform under the Contract shall automatically result in the contract employee's disqualification and removal.

Unless there are significant adverse medical condition changes in the interim (changes that significantly and adversely affect contract employee performance on the contract), medical examination documentation is valid for a period of three (3) years from the date of issuance. Adverse individual medical condition changes may cause some medical examination documentations to expire sooner. Upon expiration, new medical examination(s) and associated documentation must be provided under the same guidelines stipulated in this SOW.

Medical Standards

All uniformed guards and all security clerks must meet the following medical standards:

- (1) Vision: Applicant must have binocular vision and uncorrected vision must not test less than 20/20 (Snellen). Corrected vision must test as well as or better than 20/20 in one eye and 20/40 in the other eye. An applicant who has undergone a Radial Keratotomy or laser correction procedure to correct his or her vision to an acceptable level will be considered medically qualified for this position. Near vision, corrected or uncorrected, must be sufficient to read Jaeger Type 2 at 14 inches. Applicant must be able to distinguish basic



peripheral vision and must not be color blind.

- (2) **Hearing:** Applicant must be able to hear the whispered voice at 15 feet with each ear. Using an audiometer for measurement, there should be no loss of 30 or more decibels in each ear at 500, 1000, and 2000 CPA levels. **NOTE:** The use of a single hearing aid is permitted for one ear, and is not disqualifying if the wearer can demonstrate that they met these audiometer measurement requirements for both ears during their contract-required medical exam(s).
- (3) **Speech:** Applicant must be able to speak clearly and distinctly. Diseases or conditions resulting in indistinct speech patterns are disqualifying.
- (4) **Extremities and Spine:** Applicant must have no deformities or diseases of the extremities or the spine that interfere with the full performance of duties. Deformities or diseases that interfere with the full performance of duties are disqualifying.
- (5) **Respiratory System:** Applicant must have a healthy respiratory system. Any chronic diseases or conditions affecting the respiratory system, such as impaired respiratory function, shortness of breath, or painful respiration, that would impair the full performance of duties is disqualifying.
- (6) **Cardiovascular System:** The following conditions are disqualifying:
 - a. Organic heart disease (compensated or not);
 - b. Hypertension with repeated readings of 160 or over systolic, and 100 or over diastolic;
 - c. Symptomatic peripheral vascular disease and severe varicose veins
- (7) **Gastrointestinal Tract:** Applicant must have a healthy gastrointestinal tract. Any disease or condition of the gastrointestinal tract that requires restricted or rigid diets, including an ulcer active within the past year, is disqualifying.
- (8) **Genitourinary Tract:** Applicant must have a healthy genitourinary tract. Any chronic, symptomatic diseases that interfere with the full performance of duties is disqualifying.
- (9) Any inguinal or femoral hernias, with or without the use of a truss, are disqualifying if they interfere with the full performance of duties.
- (10) **Diabetics** whose condition is controlled by diet, insulin, or other prescription drugs must submit a state-certified/registered medical doctor's (physician's) statement of fitness for contract work as part of the medical examination.



Physical Demands—Security Guards and Security Guard Supervisors

All uniformed guards and supervisors are expected to be physically able to perform the following functions in the performance of their assigned duties:

- a) Frequent and prolonged walking, standing, sitting, and stooping;
- b) Subduing agitated, potentially violent or violent individuals.

Physical stamina in all of its forms (endurance, temperature/climate, etc.) is a basic requirement of this position. Individuals deemed incapable of meeting the physical requirements of their assigned position will be removed from the task order upon the CO's request.

The Contractor shall be responsible for encouraging employees assigned to this task order to maintain an ongoing and regular program of physical fitness, at no additional cost to the Government.

Physical Demands—Security Clerks

All Security Clerks are expected to be physically able to perform their clerical duties as required by the Task Order. Security Clerk duties are mostly sedentary in nature, and are typically performed while sitting or standing in an office environment. Alertness and accuracy is required, to ensure that Security Clerk performance enhances (and does not degrade) other Federal Agency security programs and practices.

Drug Screening for Unlawful/Illegal Drugs

Pre-Employment Screening

As part of the medical examination, all Contract Task Order employees, including the Contract Manager, must submit to an initial urine drug screening that tests for the following five (5) substances at the following cutoff levels (nanogram per milliliter, ng/mL):

<u>Substance</u>	<u>Cutoff Level (ng/mL)</u>
Marijuana metabolites	50
Cocaine metabolites	300
Opiate metabolites	2,000
Phencyclidine	25
Amphetamines	1,000

Drug screening methodology shall conform to the U.S. Department of Health and Human Services Substance Abuse and Mental Health Services Administration's



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(SAMHSA) "Mandatory Guidelines for Federal Workplace Drug Testing Programs." These guidelines can be accessed via the Internet at: www.health.org/workplace or at: <http://wmcare.samhsa.gov>.² The Contractor is strongly urged to utilize one of the laboratories listed on SAMHSA's "Current List of Laboratories Which Meet Minimum Standards To Engage in Urine Drug Testing for Federal Agencies," which is accessible via the Internet at: www.health.org/labs/index.htm or at: <http://wmcare.samhsa.gov>; this list is updated on a monthly basis. If the Contractor chooses to use a laboratory not shown on SAMHSA's current list, the Contractor is strongly advised to verify whether the laboratory's methodology conforms with SAMHSA's guidelines prior to utilizing that laboratory to perform drug screenings.

Other drug testing methods (hair, sweat patch, etc.) are commercially available but are not acceptable for the purposes of this task order, due to widely varying standards of testing and laboratory reliability results. However, if SAMHSA does issue guidelines on alternative drug screening methods, the task order will be modified to permit the use of those methods.

The presence of a non-negative³ reading shall automatically disqualify an applicant from working under this or any other GSA security-related Contract/task order. Since most drugs are metabolized within a short period of time (from several hours to several days), the Contractor **shall not** permit any applicant to take multiple tests in order to receive an acceptable reading.

The Contractor is responsible for all costs associated with obtaining the medical evaluation and drug screening for each Contract employee. All costs must be factored into the Offering prices. **This requirement applies to both new hires and current employees of the Incumbent Contractor, should the Incumbent Contractor be awarded a task order for these services.**

Government Requested Drug Screening and Random Drug Screening

The Task Order requires random urine drug screenings that may occur at any time during the term of the task order. Random screenings shall be conducted/ordered by the Contract Manager (or the Alternate Contract manager) by their drawing names from a container that has the names of all Contract Task Order employees on-duty on the date of the drawing, with at least **two (2)** such Contract Task Order employees randomly tested each calendar month while the Task Order is being performed. A representative of the Government may be in attendance at the drawing. Resulting drug screening will be conducted at a contract-compliant facility of the Government's

² The cutoff level for Opiate metabolites listed in the internet-ready guidelines is 300; however, that number has been revised by SAMHSA and the new cutoff level is shown in paragraph A above.

³ The term "non-negative" is defined by SAMHSA as "the result reported by an HHS-certified laboratory when a specimen is either adulterated, substituted, or contains a drug or drug metabolite." See SAMHSA's guidelines at <http://www.health.org/workplace/manguidelines/draft3.htm>



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choosing, or if of the Contractor's choosing, one that is concurred with by either the CO or COR (i.e., the Contractor must propose in writing to the CO the name and location of the specific facilities/firms the Contractor is recommending be used by the Contractor for contract/task order-required drug testing). The Contractor shall pay Contract employees their usual and customary hourly rate/salary for all time authorized by the Contractor for taking each drug screening. Each drug screening shall follow the guidelines described in the Pre-Employment Screening RFQ Section above.

The CO and COR shall have the express right to request and cause contract employee urine drug screenings where there is a reasonable cause by the Government to believe that the named Contractor's employee(s) may be under the influence of or using illegal substances. Reasonable cause screenings shall be conducted in a similar fashion to random screenings, with the exception that the CO or COR will advise the CM in writing that he/she requires a drug screening of a specific Contract Task Order employee by name. Once the written requirement is received, the CM shall make arrangements for the test to be conducted as soon as reasonably possible, but not later than two (2) working days after receipt of the written requirement. The Contractor shall pay the Contract employee their usual and customary hourly rate/salary for all time given to the employee by the Contractor for taking the screening. Each screening shall follow the guidelines described in the Pre-Employment Screening RFQ Section above.

Any of the Contractor's Task Order employees who undergo either random or reasonable cause (Government-ordered) urine drug screenings may continue working under the Task Order until the written results have been provided to the Contractor. In the event that the results of any Government-ordered urine drug screening is negative, the Government shall bear the expense of the screening.

NOTE: The Contractor will not invoice and the Government will not pay for: a) pre-employment urine drug screening and b) random urine drug screening. Such drug screenings are at the sole expense of the contractor, and all such costs shall be included in the contractor's hourly Task Order labor prices. The Contractor may invoice and the Government will pay for Government-ordered reasonable cause drug screenings, if results are negative, upon proof of results.

If negative results occur from a CO or COR-ordered test, the Contractor shall invoice the Government for the actual cost of the Government-ordered drug screening plus the hourly contract rate for the hours the Contract employee was being screened (including travel time), not to exceed four hours per drug screening. In the event that the results are non-negative, the Contractor shall **immediately** remove the contract employee(s) with the non-negative reading from the contract and task order and shall **immediately** inform in writing both the COR and CO of the result and the employee's removal from the contract and task order. In all cases, the Contractor shall solely bear all expenses and costs related to drug testing and removal of all task order employee(s) with non-negative drug readings.



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It is the responsibility of the Contractor to provide drug-free Contract employees. Any Contract employee who undergoes either a random or reasonable cause urine drug screening and tests non-negative for any of the substances shown above shall be permanently disqualified from working under this and all other GSA security-related services Contracts and Task Orders. Since most such drugs are metabolized within a short period of time, the affected Contract employee shall not be authorized to take additional tests to achieve a negative reading.

Psychological Screening/Reliability Testing

In those states where it is legal to do so, all uniformed employees of the Contractor shall be psychologically/personality tested and/or evaluated for reliability by the Contractor or the Contractor's designated agent, prior to employment under this task order. This one-time pre-employment test/evaluation safeguards the employee, the public, the Contractor, and the Government, for the benefit of all. The Contractor shall utilize either professionally-recognized written 1) psychological/personality factor testing, such as the 16-PF or 5-PF (sixteen or five personality factor) or 2) ERI (employment reliability inventory) testing as an aid to selecting reliable employees for this Contract. As a third alternative, the Contractor may use state licensed (in the state where the employee lives or works) psychologists or psychiatrists for in-person interviews of applicants, to ensure that all such prospective employees are psychologically reliable and suitable for all Contract-related duties. While expressing no preference for any specific test, methodology, or test provider(s), GSA has found reputable (professionally accepted) computerized employee reliability evaluation tests that are priced below \$20 per employee when pre-ordered in large quantities (one hundred or more). Individual professional verbal evaluations can be much more expensive; they are not often used.

In those states where it is lawful to do so, all of the Contractor's employees and prospective employees shall participate in and complete this pre-employment test/evaluation before they begin performance under the task order. The Contractor may request, in writing, a one-time (per employee) waiver for up to 30 days to complete the test/evaluation. The results and findings of the tests/evaluations shall be documented, filed, and secured in the Contract employee's personnel file by the Contractor. The Government shall have the right to inspect the test/evaluation upon request, as part of an overall file review. The Government shall not have the right to use the results of the test/evaluation to require the Contractor to remove/discipline the Contractor's employee.

The Contractor should consider the results of the test/evaluation as part of the overall hiring decision. The Government does not intend, request, or require that the results of the test/evaluation become the sole basis for a hiring decision on the Contractor's part, nor will the Government request such information as part of the Contract employee suitability clearance process. The Contractor shall, however, consider such test results



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along with other factors before deciding to proceed with hiring or not hiring, retaining or not retaining, the tested applicant or employee.

In states where such pre-employment evaluations are prohibited by law, the Contractor is not required to accomplish formal screening and testing; however, the Contractor shall be required to provide the CO with a written, signed, and dated statement on letterhead stationary from a cognizant state/city Government official (or an officer of the court) that cites the specific law or statute that forbids such testing/evaluation. A legible copy of the letter shall be placed in each affected contract employee's personnel file.

The Contractor is responsible for all costs associated with providing these reliability tests/evaluations and for factoring those costs into the Offering prices. If the Contractor finds after award of the task order that such tests/evaluations are prohibited in all or part of the task order locations, the CO and Contractor shall negotiate a task order price adjustment (reduction) to reflect the deletion of this requirement. **This requirement applies to both new hires and current employees of the incumbent Contractor, should the incumbent Contractor be awarded the task order for these services.**

Security Clearance Requirements

The Security Clearance requirements for this task order are identified in Exhibit 13. **Each Contract employee must, at a minimum, complete the DHS suitability adjudication process described in the RFQ Section below. We anticipate that no contract task order employees will require any higher clearance, however, we reserve the right to require more stringent background checks in order to accommodate site-specific requirements of other Federal Agencies (FBI, etc.).**

GSA Suitability Adjudication

After award of the task order and prior to any of the Contractor's employees being permitted to work under the task order, the Contractor is responsible for ensuring that their employees receive a formal suitability adjudication by DHS. All the Contractor's employees shall receive a formal suitability adjudication by DHS, including the CM, Supervisors, Quality Assurance personnel and all other company officers who visit the work sites.

Once a prospective employee has applied for a position and has been favorably evaluated by the Contractor (e.g., meets the minimum qualification requirements cited in this RFQ Section and otherwise meets the Contractor's hiring criteria), the Contractor shall submit to the COR the following forms (or CO-approved equivalent) for each employee: two (2) completed original Forms FD-258, "Fingerprint Chart;" one original GSA Form 176, "Statement of Personal History;" and one fully legible copy of the original GSA Form 176, "Statement of Personal History." The CO or COR will furnish an ample supply of these forms or their electronic equivalent (in Adobe Acrobat PDF



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format) to the Contractor immediately after task order award and upon the Contractor's request thereafter. Contractors may use, and are encouraged to use, the local police, the state police, the Federal Bureau of Investigation (FBI), or FPS regional offices to obtain readable fingerprints on the fingerprint cards. In certain locations FPS may have an electronic fingerprint scanning machine which the Contractor is encouraged to use for fingerprinting Contract employees. Upon receipt of the completed, legible forms, GSA will process the forms and forward the forms to the FBI for evaluation. DHS will use the information provided by the Contractor and FBI to make a determination regarding the Contract employee's suitability to work under a GSA Contract/task order. Provided that the forms are complete and legible, the entire evaluation process will take anywhere from one (1) week to several months, depending on current processing times. For planning purposes, the Contractor should always assume that the standard processing time is one (1) full month and should plan paperwork submissions accordingly.

NOTE: Illegible or incomplete forms submitted by Contractor will be returned and will result in significant delays in the adjudication process. Therefore, the Contractor must ensure that all forms submitted to DHS are complete, legible, and accurate. DHS is not responsible for any delays that occur due to the Contractor's failure to submit timely, complete, accurate, and legible paperwork to DHS. The Contractor must have and utilize an internal quality control process to ensure applications are complete and correct, before submitting them to GSA.

If DHS finds any of the Contractor's employees to be unsuitable to work under the task order, the Contractor shall be advised immediately that such employee cannot work or be assigned to work under the task order, and the Contractor shall in turn ***immediately*** remove the affected employee from the task order. The suitability determination may be appealed by the Contract Task Order employee or the Contractor to the CO. However, in such cases the Contractor shall proceed with the hiring process at their own risk until the final determination of the Contract Task Order employee's suitability has been accomplished. **Under no circumstances shall any Contractor employee who has received a notice of unfavorable (unsuitable) adjudication work under this or any GSA security guard service Contract/task order. This requirement also applies to Contractor employees whose unfavorable adjudication is under appeal.**

Once a favorable adjudication has been made by DHS, the Contract Employee is suitable to work under the task order for two (2) years (provided that nothing occurs within the two year period that would render the guard unsuitable for continuing performance under the task order). The Contractor shall ***immediately*** notify the COR and the CO in writing of any circumstances that arise which could possibly affect any employee's suitability status (e.g., arrests, convictions, and/or termination of employment by the Contractor for cause, such as misconduct or neglect of duty). **The Contractor is responsible for renewing the Contract employee's suitability clearance prior to its expiration. Any Contract Employee who is found working at**



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a post or assignment after his/her suitability clearance has expired shall be removed from the task order until a new suitability determination is made. The Contractor should make every effort to submit a new suitability paperwork package to GSA at least **30 (thirty)** days prior to the current suitability expiration date.

For employees cleared through this process while employed under a predecessor Contract (providing similar services), the suitability determination made under the previous Contract will carry over to the task order. The Contractor will be required to submit new suitability applications once such current suitability clearances expire.

The Government shall have and exercise full and complete control over granting, denying, withholding, or terminating suitability clearances for Contractor employees. The Government may, as it deems appropriate, authorize and grant temporary clearance to employees of the Contractor. However, issuance of a temporary clearance to any such employee shall not be considered as assurance that full clearance will follow as a result or condition thereof, and the granting of either temporary or full clearance shall in no way prevent, preclude, or bar the later withdrawal or termination of any such clearance by the Government.

IMPORTANT: From time to time, some of GSA's client Federal Agencies (Drug Enforcement Administration; Federal Bureau of Investigation; and others) may require additional background clearance applications and special clearances for Contract Task Order employees. In such cases, the Contractor shall comply and cooperate with such requirements at no increase in contract prices. Such Agency-specific security clearance applications and clearances are in addition to DHS' suitability investigations and clearances, and typically will occur in less than twenty percent of the task orders placed with the Contractor. Agency-specific clearance requirements and processing is beyond the control of DHS, however, it has been our experience that they will take additional time and effort. The Contractor shall anticipate and support such occurrences.

Security Clearance Requirements (Classified Contracts) [DELETED / NA]

10. Training

General Information

All uniformed guards must complete the following training and pass the required written examination in order to be eligible to work under the task order. Guards who worked under the predecessor Contract/task order and who maintain valid certification credentials will not be required to take the training and examination until their existing suitability adjudications expire. Prior to the expiration of their suitability adjudications, those guards must complete the required training and pass the written examination. All newly-hired guards with no prior experience under the predecessor Contract/task order



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or other current DHS security guard service Contract/task order must take the following training and pass the written examination prior to working under the task order.

Any Government-provided training and testing for this task order shall be provided at locations specified later by the COR.

The Contractor bears the entire responsibility for scheduling the Government-provided training courses and/or examinations with the Government and for ensuring attendance at the classes by their employees. The Contractor shall also bear all costs related to their employees' attendance at the training and examinations, including all expenses for transportation, lodging, and meals (as may be necessary). The Contractor shall provide training hour remuneration to their employees at the same hourly rate/salary they would receive for regular (non-training) duty. All training-related costs must be factored into the Offering price, as the Contractor will not otherwise be compensated by the Government for those costs after Contract award.

The CO, COR, COTR, or any designated representative of the CO shall have the express right and authority to observe any training session sponsored or provided by the Contractor without any advance notice. The purpose of such observation is to ensure that the Contractor is adhering to the training syllabus and is complying with the stated training requirements defined in this SOW. The Contractor shall be responsible for providing the CO with a copy of the training schedule within 10 days after award of the task order and at the beginning of each month when training is scheduled. The Contractor shall immediately notify the CO of any changes to the schedule after it is submitted. The Training Plan and Schedule is located in Exhibit 9.

Training Requirements by Position

This subsection details the training requirements that must be successfully completed by all Contract Task Order security guard and security guard supervisor employees. The syllabi for both the Contractor-provided and the Government-provided training courses shown below are located in Exhibits 4, 5, 6, 7, and 8 of this SOW, as are required certifications of training for individual employees.

Productive Guards (Non-supervisory Guards)

All productive guards working under the task order must take and complete the following training at the time periods specified in the following chart. The Contractor can request and obtain the Contract Guard Information Manual (CGIM) from the Contracting Officer, who will provide it upon written request to the Contractor in electronic (word processor and spreadsheet files) format. The Contractor shall be responsible for printing/photocopying and distributing the CGIM for their employees' use, at no cost to the Government or to the employees. The CGIM should be provided to Contractor's employees on the first day of their basic training course.



Note: The Government does not intend or require that the CGIM be the sole basis for all training. The Contractor shall provide adequate and necessary audio-visual materials, hands-on exercises and demonstrations, additional security literature, and all other training materials needed to ensure the guards are effectively trained and capable of performing the duties described in this SOW.

TRAINING COURSE AND HOURS	GOVERNMENT PROVIDED	CONTRACTOR PROVIDED
Basic Training – 72 Hours		XXX
FPS “orientation” training – 8 Hours	XXX	
Magnetometer/X-Ray Training (Applies only to screening posts) – 8 hours	XXX	
Annual CPR/First Aid Training and Certification		XXX
Re-certification Training – 40 Hours (Every 2 years)		XXX
Firearms Training – 40 Hours (Armed Guards Only)		XXX
Semi-annual Firearms Requalification (Armed Guards only)		XXX

Basic training, FPS “orientation” training, Magnetometer/X-Ray training, and basic firearms training are “one time only” courses, meaning that they do not have to be taken again during the task order term once they are successfully completed by the Contractor’s security guard and supervisory employees. Additionally, training certifications completed under other DHS security guard service Contracts/task orders are transferable to the task order, provided that the Contractor can furnish evidence (e.g., a valid, signed and dated certification from the predecessor Contractor) that the training was successfully completed during the predecessor Contract. However, the CO shall have the sole discretion to accept or deny proposed training certifications (one situation where this may occur is if a predecessor Contract did not contain the same training requirements).

IMPORTANT NOTE: This Statement of Work requires semi-annual firearm range qualification for all armed Task Order employees, including guards and supervisors.

Semi-annual firearms re-qualification does not require specific additional training; rather, it involves the Contract employee’s ability to pass the Federal Law Enforcement



Training Center (FLETC) practical pistol course (See Exhibit 8) with a passing score. The Contractor shall be responsible for ensuring that all armed employees receive the live-fire training or range time necessary to successfully re-qualify on the practical pistol course on an semi-annual basis, at no additional cost to the Government.

Each employee, whether productive (non-supervisory) or supervisory, must take and complete 40 hours of refresher training within two (2) years of the previous training (basic or refresher) conclusion date. See Exhibit 6 for further information regarding the subject matter to be covered during this training.

Supervisors

All uniformed security guard supervisors working under the task order must successfully complete both basic training and supervisory training as shown in the following chart. The Government will provide to the Contractor, upon request and at no cost, one copy of the CGIM. The Contractor shall be responsible for photocopying and distributing the manuals for their employees' use, at no additional cost to the Government. The CGIM should be provided to the supervisors on the first day of basic training. Following completion of basic training, the supervisors will be required to take and pass a written examination.

TRAINING COURSE AND HOURS.	GOVERNMENT PROVIDED	CONTRACTOR PROVIDED
Basic Training – 72 Hours		XXX
FPS Specific training – 8 Hours	XXX	
Magnetometer/X-Ray Training – 8 hours	XXX	
Annual CPR/First Aid Training and Certification		XXX
Re-certification Training – 40 Hours (Every 2 years)		XXX
Supervisory Training – 9 Hours		XXX
Firearms Training – 40 Hours (Armed Guards Only)		XXX
Semi-annual Firearms Requalification (Armed Guards only)		XXX

Supervisory training will be based on the Contractor's training materials.



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No supervisor shall be permitted to work under this task order without having passed the basic training and written examination for basic training, the basic firearms course and qualification (if the supervisor will be armed), and the Government supervisory training.

IMPORTANT NOTE: This Statement of Work requires semi-annual firearm range qualification for all armed Task Order employees, including guards and supervisors.

Basic training, FPS “orientation” training, Magnetometer/X-Ray training, and firearms classroom training are “one time only” courses, meaning that they do not have to be taken again during the task order term once they are successfully completed by the Contractor’s employees. Training certifications may be transferable to other GSA security guard service Contracts/task orders, provided that the Contractor can furnish evidence (e.g., a valid signed and dated certification) that the training was successfully completed during the predecessor Contract. The CO shall have the sole discretion to accept or deny proposed exemptions from training based on prior training experience.

Written Examination

Upon the Contract Task Order security guard and security guard supervisor’ successful completion of the Basic Training and Re-certification Training, the Contractor must schedule with FPS an FPS-administered written examination that will test their familiarity with and understanding of the information contained in the CGIM (April 2001 version). The test is multiple choice with 50 questions. All of the questions on the test are taken verbatim from the CGIM (April 2001 version or subsequent edition). **The passing score for the examination is 70% (35 questions correct out of 50 possible questions).** Security Clerks are not required to take or pass this written test.

If an employee does not pass the examination on the first attempt, he/she may re-take the examination; however, the employee will be given only two (2) attempts to pass the exam within a 90 day period after training completion. If the employee fails upon the second attempt, he/she must wait one (1) year to re-train and re-take the examination and will not be permitted to work under any DHS Contract/task order during that one year waiting period. If an employee fails the examination on the first attempt, but waits longer than 90 days to re-attempt the examination, he/she must wait one (1) year to re-train and re-take the examination and will not be permitted to work under any DHS Contract/task order during that one year waiting period.

IMPORTANT NOTE: No waivers will be granted regarding the testing policies and procedures stated above.

Firearms Training and Qualification



The Contractor is responsible for providing 40 hours of firearms training prior to sending their employees to a firing range for the initial range qualification session. At least eight (8) but no more than 16 of the 40 hours should be classroom training, with the remaining 24 – 32 hours being actual training/shooting time on a firing range. **For the purposes of this task order, the Government requires that each Contract employee who receives firearms training shall fire at least 200 rounds of Contract compliant ammunition annually during the course of range training and practice.** The cost of ammunition should be factored into the Offering price as it will not otherwise be paid by the Government. The CO will provide the Contractor with the curricula for both the transitional and basic firearms training courses shortly after award of the task order.

Any armed guard who has successfully completed a 40 hour firearms course using a .38 caliber or .357 caliber revolver under a predecessor GSA Contract may be exempted from the 40 hours of firearms training, provided the Contractor can furnish adequate proof that such training was successfully completed (e.g., a valid, legible copy of a Training Certificate, or a current A-1 or firearms certification). The CO shall have the sole discretion to accept or deny proposed exemptions from training based on prior training experience. NOTE: Prior successful training completion by the employee **shall not** exempt the employee from the semi-annual range qualification requirements.

Unless prohibited by state or local law, all weapons range training and qualifications (whether on an FPS range, other Federal range or a commercial range) must be conducted using Trans-II targets only. The targets are inexpensive and are widely and readily available through firearms catalog retailers. The Contractor shall furnish an adequate supply of targets to accomplish employee weapons qualifications as required by this task order and should factor the cost of the targets into the Offering prices, as they will not otherwise be paid for by the Government after award of the task order.

IMPORTANT NOTE: This Statement of Work requires semi-annual firearm range qualification for all armed Task Order employees, including guards and supervisors.

Semi-annual firearms re-qualification does not require specific additional training; rather, it involves the employee's ability to pass the Federal Law Enforcement Training Center practical pistol course (See Exhibit 8) with a passing score. However, the Contractor shall be liable for ensuring that all armed employees receive the training or range time necessary to successfully re-qualify on the practical pistol course on a semi-annual basis. The costs of such preparations should be factored into the Offering prices, as they will not otherwise be paid for by the Government after award of the task order.

Successful firearms range qualification by the Contractor's employees as part of a state or local firearms permit/license issuance process shall not be considered an acceptable replacement or substitute for the semi-annual firearms



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qualification required by this Contract.

An FPS representative will witness the firearms qualification for each employee to ensure that each employee has sufficient knowledge of firearms safety, handling, and shooting ability. The Contractor shall be responsible for contacting the COR to schedule range qualifications at a mutually acceptable date and time. Firearms qualifications that are not witnessed by an FPS employee will not be deemed acceptable for the purposes of this task order.

The Contractor must provide the necessary weapons and ammunition for training and qualifications. **The Contractor shall provide a list of serial numbers of Contractor-provided firearms to be used for qualifications 48 hours prior to scheduled training and qualification to the FPS Training Center, if a FPS Training Center (or other Federal range) is used to conduct range qualifications.** All Contractor-provided weapons used for range qualifications shall be inspected and approved by an authorized FPS Range Master prior to use on any Government firing range. Ammunition used for firearms qualifications on a Government firing range shall be provided by the Government. No Contractor employee shall have in their possession any ammunition for firearms at the time of their entrance upon Government property. The Contractor shall be responsible for licenses and permits required for weapons during transit between the employee dispatch point and the Federal Protective Services Division, Testing and Firearms Qualifications Center (See Exhibit 8).

There is no limit on the number of times a Contract employee can attempt to re-qualify on the practical pistol course. However, **under no circumstances whatsoever will the Government permit any armed guard who has not re-qualified in a timely manner (e.g., over six months from the date of the previous qualification date) to work as an armed guard under the task order.** The Contractor shall provide any and all training and range time necessary to ensure that their employees can pass the practical pistol course qualifications and should document the employee's file with any and all remedial training given to enable the employee to pass the practical pistol course. The Government shall not be liable for compensating the Contractor for any additional expenses or costs incurred by the Contractor to enable their employees to semi-annually requalify on the practical pistol course.

Minimum Age for Firearms Licensing

Notwithstanding the minimum age requirement cited earlier in the RFQ, the Contractor must follow Federal, state and local firearm licensing and permitting requirements for their employees who work on this contract. In most areas, the minimum age requirement for firearm license/permit holders is twenty-one years of age.



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In the event that there is a legal licensing requirement requiring a higher minimum age for a guard, that requirement shall take precedence over this SOW. In other words, in some areas, the minimum age requirement may be greater than 21 years of age.

FPS-Provided Training

Typically, all Contract Task Order security guard employees will receive FPS-provided training prior to working under the task order, however, due to security exigencies, in some cases FPS-provided training may occur after start of task order work. Security Clerks may receive some worksite and duty orientation training, if the Contractor so requests, but it is expected that the Government will provide little or no training to Security Clerks, other than informal familiarization sessions with office work processes. Training provided by FPS employees to security guards will be at a Government site. The site(s) and date(s) of the training session(s) will be scheduled by the COR and Contractor after the award of the task order, usually prior to the start date of the task order. The subjects that will be covered by such training include:

- General information and special orders for the facilities to be protected under the task order;
- Operational procedures for security systems and security equipment used in the protected premises; and
- Emergency operational procedures for security systems on the Occupant Emergency Plan for the location(s) to be protected.

Each Contract Task Order security guard employee must be familiar with all general requirements for a specific facility before being assigned to it.

See Exhibit 7 for the complete syllabus on the FPS-specific Government provided training.

Uniformed guards and supervisors who worked under the predecessor Contract/task order may be exempt from this training, provided the Contractor can furnish adequate proof that such training was successfully completed (e.g., a valid, legible copy of a Training Certificate). The CO and COR shall have the sole discretion to accept or deny proposed exemptions from training based on prior training experience.

Government-Provided Magnetometer/X-Ray Training

All of the Contractor's Task Order security guard employees who will be assigned to work on posts that contain screening equipment (e.g., magnetometers and/or x-rays) shall receive 8 hours of Government-provided training on the use and handling of the security equipment. This training will be provided at locations specified later by the COR.



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Upon completion of this training, the FPS Training Representative will issue each employee a certificate of training completion. The Contractor shall file each certificate in each employee's personnel file.

Guards and uniformed supervisors who worked under the predecessor Contract/task order may be exempt from this training, provided the Contractor can furnish adequate proof that such training was successfully completed (e.g., a valid, legible copy of a Training Certificate). The CO shall have the sole discretion to accept or deny proposed exemptions from training based on prior training experience.

CPR/First Aid Training

The Contractor is responsible for scheduling, obtaining, and covering all costs associated with providing CPR and First Aid training to all uniformed employees assigned to work under this task order. CPR training and certification shall be valid for a period of one (1) year. Upon the one-year expiration of the CPR certification, each employee must become re-certified. Recertification training shall be a minimum of 6.5 hours and cover adult, pediatric, and infant CPR procedures. **While expressing no preference for a CPR training provider, the Government requires that each CPR course MUST provide practical "hands-on" training (e.g., on "dummies") on resuscitation techniques.** If the Contractor is uncertain as to whether a training provider is acceptable, the CO and COR will provide advice and guidance to the Contractor as to which training provider(s) are acceptable, based upon the requirements cited herein.

First Aid training and certification shall be valid for a period of two (2) years. On or before the two-year expiration of the First Aid certification, each employee must become re-certified. Recertification training shall be a minimum of 2.5 hours.

Guards or uniformed supervisors who possess valid CPR and/or First Aid credentials will not be required to re-take the training until their credentials expire.

NO Contract employee shall be permitted to work under this task order without currently valid CPR or First Aid certification credentials. Those such employees who work with expired credentials will be immediately removed from the task order upon discovery of the expired credentials, and they will not be eligible to work until they are certified.

Under no circumstances whatsoever shall the Contractor require any employee to incur the expense of CPR or First Aid training/certification without providing full remuneration to the employee within fifteen (15) calendar days of the employee's completion of the course. The CO shall report violations of this requirement to DOL for investigation and may take Contractual action as deemed appropriate.



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Other Special Training

In certain cases, the Contractor's employees will receive special additional training that will be given by the tenant agency or DHS. The number of training hours and the posts to which the special requirements apply will be provided to the Contractor at such time as the requirement arises. The Contractor will be required to schedule the training, to provide remuneration to all guards for off-duty training at their regular hourly rate/salary, and to ensure that all posts are manned with qualified, FPS-certified Contract guards while training is in progress. The Government will negotiate an equitable price adjustment with the Contractor for all the costs associated with the special training if and when special additional training is required, not to exceed the hourly rates set in the contract for the category of contract employee affected (armed guard or unarmed guard or supervisory rate, as appropriate), at then current rates.

Training of Replacement Employees

All Contract Task Order replacement employees shall meet the training and testing requirements specified in this Subsection (RFQ Section 10).

Schedule of Provided Training and Testing

The Contractor shall schedule and coordinate Government provided training and testing with the COR.

NOTE: Government training can only be scheduled after issuance of an official Contract task order award by the CO.

Government Provided Training - Failure to Attend

The Contractor must ensure that their employees attend all scheduled training and examination/qualification sessions. Employee absences at scheduled training sessions have an extremely adverse effect on FPS' security guard program.

The term 'absence' includes any person properly scheduled for training/testing and who fails to report to the appointed place at the proper time and date. An absence may be excused or unexcused.

An excused absence occurs when personnel fail to appear for scheduled qualifications, but the Contractor has provided 24 hours' advance notice or an acceptable excuse. Acceptable excuses are medical emergencies of the guard and the guard's immediate family (spouse, children, parents) and a death in the family. All other excuses shall be reviewed on a case-by-case basis to determine acceptability.



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An unexcused absence occurs when personnel fail to appear for scheduled training/testing and the Contractor has failed to provide 24 hours' advance notice or an acceptable excuse.

The Contractor shall report the employee's inability to attend scheduled dates because of acceptable emergencies to the FPS Training Center as soon as possible. FPS retains the right to review emergency cancellations to ensure that they are in fact acceptable and excusable. Emergencies that are unacceptable may result in the employee being placed under an unexcused absence situation.

The FPS Training Bureau shall compile a list of all employees who have an unexcused absence for each day of training. This list will be forwarded to the CO, and the costs associated with the guard's failure to attend will be deducted from the Contractor's next monthly payment. Furthermore, those employees with unexcused absences will be given last preference for re-scheduling training (after those employees who have not been trained and those who require make-up training from an excused absence); thus, the employee's ability to work under the Contract may be seriously delayed by the unexcused absence(s).

Training Waivers

In certain rare circumstances, such as emergencies or significant, unanticipated increases in required services, the CO may temporarily waive the time frames in which training and/or testing must be provided before a Contract employee can work under the Contract. However, all such waivers must be requested in writing by the Contractor, citing the specific reasons why the time frame for training/testing should be temporarily waived, and citing a specific deadline in which the required training/testing will be successfully completed by the employee, not to exceed 120 calendar days. **Under no circumstances may the Contractor schedule or permit any employee to work under a temporary waiver without the CO's written consent of the waiver request.** If the CO grants a temporary waiver for the time frame requested by the Contractor, the Contractor must abide by that time frame and, upon expiration of the temporary waiver deadline date, must either have completed the training/testing requirements or must remove the affected employee(s) from the task order until such time as the requirements are successfully completed.

Under no circumstances will the CO permanently waive the training and testing requirements as described in this SOW for any employee of the Contractor.

The requirements of the contract and the security needs of the Government will be of paramount concern in evaluating any and all waiver requests.

11. Quality Control (QC) Contractor-Provided Quality Control Plan



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Adequate and consistent quality control is an essential component of successful performance. The Contractor shall develop and adhere to the Quality Control Program accepted by the Government upon award of the task order. The Contractor's Quality Control Program shall include, but not be limited to, the following areas:

- (1) A description of the type, level, and frequency of inspections performed by the Contractor's Quality Control Monitors (not routine inspections performed by Supervisors as part of their normal supervisory duties).
- (2) Quality Control Inspection Check Lists used to conduct inspections that include, as a minimum, checks of: equipment, uniform and appearance; attendance and/or compliance with GSA Form 139 Sign in/out procedures; knowledge of and adherence to Duty Book requirements; knowledge of and adherence to screening equipment operating procedures; possession of certification and company identification card(s); possession of required licenses and permits; current firearms qualifications; and overall performance.
- (3) A description of the Contractor's employee reward/incentive program and the Contractor's discipline procedures, used when either superior or deficient performance is noted by the Contractor's Quality Control Monitors or by the Government.
- (4) Resumes for all employees appointed to serve as Quality Control Monitors. **Under no circumstances shall individuals appointed as Quality Control Monitors serve as uniformed employees working under this Contract.**

Quality Control Inspection Reports shall be prepared by approved Quality Control Monitors and remain on file at the Contractor's facility in sequence by inspection date for all inspections made during the entire term of the task order. Follow-up reports shall be prepared and maintained in the above manner.

Inspections shall be conducted by the Contractor in accordance with the Quality Control Plan and as frequently as necessary to ensure effective performance by the Contractor. While the Contractor may perform more inspections than are required in the Quality Control Plan, in no event shall the Contractor perform fewer inspections than required by that Plan.

The Contractor's Quality Control Monitors must be identified and their resumes submitted in writing by the Contractor to the COR for approval prior to them performing any inspections under the Contract. All changes in appointments shall require the same approval.

The Contractor shall maintain a file of all inspection reports related to the task order and shall make those reports available to the CO or COR upon request. The CO or COR



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may also request a copy of each inspection report to be forwarded at the time it is prepared. The Contractor shall brief the COR of any serious problems or deficiencies noted during an inspection and shall inform the COR of all actions taken or planned to resolve the problem.

If the Contractor's performance indicates that additional quality control measures must be to ensure satisfactory performance of required services, the CO and COR will meet with the Contractor to discuss the Contractor's performance, Quality Control Plan, and any other areas of concern. The CO and COR may request that the Contractor take additional steps to improve both the overall performance of the task order and adherence to their Quality Control Plan.

The Contractor's adherence to their stated Quality Control Plan shall be considered by the Government during semi-annual performance evaluations. Failure by the Contractor to adhere to their stated Quality Control Plan's schedules, methods, forms, etc., may result in Contractual actions being taken by the Government (e.g., the CO has the authority to negotiate and take an equitable adjustment from the Contractor's monthly payment for Quality Control not provided).

Government-Provided Quality Control, Inspection, and Monitoring

Inspection is the Government's primary means of ensuring that it receives the items for which it has contracted. For that reason, the government will use multiple means of inspection.

People from all walks of life will be observing and interacting with the Contractor's employees. This experience, good or bad, will frequently be reported to DHS. DHS will follow up as is appropriate with each such report. If appropriate, DHS will then advise the Contractor of the commendations or complaints received.

DHS works in partnership with other Federal agencies who reimburse DHS for contracted services. The staff and management of these Federal agencies will be supplementing DHS' own inspection and monitoring program with formal and informal observations and reports.

The Government shall use any and all methods deemed necessary to ensure that the Contractor's employees are in a constant state of awareness and readiness. These methods may include uniformed or undercover surveillance by FPS staff; intrusion tests by undercover FPS staff to evaluate the guards' actions; and surveys of building tenants regarding the guards' performance (including the guards' professionalism, courtesy, and knowledge of their assigned duties). Such procedures may occur at any time during the day or night, on any day of the year, and may be supplemented by GSA's customer surveys and other agency reviews of the Contractor's performance.



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In the event a serious breach of assigned duty by the Contractor's employee(s) is identified during an inspection/quality control exercise, the CO and/or COR shall immediately contact the Contractor to discuss the Government's findings and the steps the Contractor will take to correct the problem(s).

The Government may assess price deductions for services not rendered according to this SOW's requirements. Refer to RFQ Section 13 for further information on deductions.

12. Payments

Payment will be made on a calendar month basis in arrears upon submission of an invoice. Payment will be due on the 30th calendar day after Government receipt and acceptance of a proper (legible, accurate and complete) Contractor invoice, or 30 days after of receipt of Contractor services, whichever is later.

It is the objective of the Government to obtain complete and satisfactory performance in accordance with the terms of specifications and requirements of this Contract. The Criteria for Deductions (RFQ Section 13) will be used by the Government in determining monetary deductions for nonperformance of work under this contract, or for deficiencies in the performance of work.

The Contractor is responsible for submitting accurate invoices that reflect the actual services provided each month. Where there are variances between the requirements cited in the task order(s) and the work actually performed (e.g., unmanned posts), the Contractor shall attach a separate sheet to the invoice detailing each instance of a variance. The Contractor shall compute the invoice price to reflect the actual amount owed. **Submission of false invoices shall be subject to significant contractual and legal actions.**

To verify the monthly payment for productive labor hours, the CO's designated representative will compare the labor hours required in the task order with the GSA Form 139, Record of Time of Arrival and Departure from Buildings, or other approved sign-in/sign-out form. The Government may perform a 100% comparison or sampled comparison to verify the accuracy of the Contractor's invoice. The Government will only pay for services actually rendered by the Contractor. If variances are noted between the invoice and the GSA Form 139, the Government will propose a contract deduction. For example, if the task order required that a post be manned for 12 hours, and the Contractor billed for 12 hours, but the GSA Form 139 shows that post was manned for 10 hours, the 10 hours will prevail and the Government will deduct the difference.

Any inquiries regarding payment shall be directed to the following:

General Services Administration



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**Region 7 Finance Division
Accounts Payable Branch (7BCP)
P.O. Box 17181
Fort Worth, TX 76102-0181**

**Tel: 817-978-8783
Fax: 817-978-7413
Fax: 817-978-4567**

or visit the GSA Finance Division website at <http://www.finance.gsa.gov>.

Note: A specific GSA-Finance contact person for this Task Order may be identified after Task Order award. The telephone number may also change after award.

Submission of Invoices

Base/Recurring Services. Invoices shall be submitted on the first of each month to:

**General Services Administration
Region 7 Finance Division
Accounts Payable Branch (7BCP)
P.O. Box 17181
Fort Worth, TX 76102-0181**

Additionally, a copy of each such invoice shall be submitted simultaneously to the COR or ACOR at the following address:

To be identified by the CO after award.

Temporary Additional Services/Special Additional Services (TAS/SAS): Each invoice for additional services shall be submitted to the COR's address as stated above.

All invoices submitted for TAS/SAS shall reference the following information:

- (1) The purchase order number indicated in Block #4 on the GSA Form 300.
- (2) The name of the facility where services were provided.
- (3) The dates and number of productive and supervisory hours worked, including the rates authorized for each.
- (4) The name of the GSA Representative who authorized the additional hours of work.

13. Price Deductions: Deduction Schedule and Criteria for Deductions:



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a. Where uniformed security guard services are concerned, there is no way for the Government to obtain re-performance of un-provided or unacceptable work by the Contractor's Task Order employees. Thus, the Government shall remedy the Contractor's non-performance or unacceptable performance through price deductions, and other such remedies as are available to the Government.

b. Except in certain circumstances stated in the Contract and Task Order (see item 4, below), hourly Contract rate(s) are also the deduction rate(s) for Contractor failure to provide Contract-required levels of service(s). The hourly Contract deduction rate is (except as stated in item 4, below) the same hourly rate stated in the awarded Contract Task Order, for the affected service (armed, unarmed, non-supervisory, vehicle, etc.).

DEFICIENCIES

DEDUCTIONS

1. Unarmed Contract guard working at an armed guard post without advance written permission from the CO or COR

100% of the Contract's armed hourly rate for each hour the Contract employee works, per post so affected

2. Contract guard working without valid GSA Certification and/or Suitability Clearance and/or State firearm permit (if so required by applicable law and regulation)

100% of the Contract's hourly rate for each hour the Contract employee works, per post so affected

3. Contractor's failure to provide required relief breaks, including those for meals and personal hygiene (in accordance with U.S. Department of Labor standards, and DOL-recognized Collective Bargaining Agreement requirements, and state requirements, if any).

The hourly contract rate, prorated in 15 minute increments for relief not provided, per post so affected.

4. DHS-FPS employees staffing vacant contract guard posts (vacant guard posts are Task Order-required posts staffed by the Contractor during those posts scheduled hours of duty)

No less than 100% of the Contract's hourly rate or the Craft Code Rate (whichever is higher), plus GSA per- diem expenses (if any are incurred), per Contract post so affected.

5. Failure to provide Contract Task Order-required uniforms, equipment and accessories (in whole or in part)

No less than 100% of the Contract's hourly rate per Contract guard post so affected.

6. Failure to show as scheduled for GSA's written guard exam

No less than the pro-rated Craft Code



Rate(s) for the GSA Examiner(s), pro-rated on the ratio of each absent, but scheduled, Contract employee examinee, to each scheduled but present Contract employee (i.e., if ten guards are scheduled, but only 5 appear, then the pro-rated amount would be 50% of the Craft Code Rate for each DHS employee (Examiner/Monitor/Proctor) present, for the authorized duration of the entire timed Exam).

7. Contract employee loss, damage, destruction, and/or unauthorized use of Government Property (for example, loss of Agency keys, requiring re-keying and replacement of locks affected).

DHS' actual cost to replace/repair, secure, restore and "make whole" the affected property, in a timely manner.

8. Failure to provide Task Order vehicle(s) and/or vehicle performance

DHS' actual cost to replace (via lease/rental) the ordered vehicle(s), but no less than 100% of the vehicle's daily lease Task Order rate, per day/date the vehicle is not available and/or not fully operational from the Contractor via this Task Order. Parts of a calendar day shall be rounded up to a whole calendar day when determining deductions, for each the day/date the Task Order vehicle is ordered but is unavailable. and/or is not fully functional."

14. Performance Evaluations

The CO and/or COR shall meet with the Contractor (either in person or via teleconference) on a regular basis and prior to all performance evaluations to discuss



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the results of the Government's quality control findings and the Contractor's overall performance of the task order. The intention of these meetings is to establish a "meeting of the minds" between the Government and the Contractor, and to ensure the effective performance of the task order. Whenever possible, the Government shall give the Contractor the opportunity to correct any identified problems/deficiencies prior to a written performance evaluation being given, in order to demonstrate the Government's good faith and paramount intention to obtain successful performance by the Contractor.

The Government will formally evaluate, in writing, the Contractor's performance, usually twice per year. The Contractor shall be permitted to respond, in writing, to the findings of the performance evaluation. Both the performance evaluation and the Contractor's response shall be filed in the Government's task order file. Where the Contractor fails to respond in writing to a performance evaluation, the CO shall assume the Contractor's complete agreement with the findings of the performance evaluation.

The Government shall have the express authority to share the findings (either general or specific) of the performance evaluation reports with any other Federal agency, non-profit agency, or business concern who seeks information on the Contractor's performance, in any manner (electronic, verbally, or in writing) it deems appropriate.

The Government shall use the performance evaluations as a factor to determine whether to exercise any available option period and/or as a factor to determine whether to award any future Contract(s)/task order(s) to the Contractor.

15. Marking and Payment of Postage, Shipping, and Handling Fees

All information submitted to the CO or the COR shall indicate clearly the task order number under which the information is being submitted.

The Contractor shall pay all costs related to the Contractor's preparation and submission of information to DHS and GSA, including forms, reports, files, correspondence, invoices, payrolls, rosters, inventories, suitability applications, etc. These costs must be factored into the Offering prices, as they will not otherwise be compensated by the Government after award of the task order.

16. Termination/Cancellation of Services

The Government can terminate all services under this task order at any time of its choosing under FAR Clause 52.249-2, Termination for Convenience, as stipulated under the Contractor's MAS Contract.

Because services under this task order are open-ended (e.g., there is an option period available to be exercised), the Contractor shall have the right to propose a no-cost cancellation of the task order if or when the Contractor no longer is willing or able to



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provide the required services. The Contractor shall submit the cancellation request in writing to the CO. The request shall contain, at a minimum, the following information:

1. Proposed time and date of cancellation.
2. Reason(s) for request of cancellation.
3. List of all current employees, including each employee's anniversary date (e.g., how long they have worked under GSA Contract(s)/task order(s)), how much leave time is owed, and the location where he/she is currently assigned to work.

The Contractor MUST submit the cancellation notice in writing at least 90 (ninety) calendar days prior to the anticipated/requested cancellation date and time, in order for it to be considered as timely by the CO. Upon receipt of the cancellation request, the CO will review it to ensure that it complies with this requirement, and contains the required information. The CO will acknowledge the request in writing and will respond in writing to confirm the actual cancellation date and time.

The Contractor shall not propose, request or receive any reimbursements, costs or fees associated with the change, cancellation and/or termination of task orders awarded/issued through this RFQ. The Government has no liability for the change, cancellation and/or termination of post task order(s) resulting from this RFQ, unless all posts are Terminated for Convenience. Under the terms and conditions of this Task Order, a Task Order post may consist of a guard post or a guard supervisor post or a vehicle post. Individual service orders will be placed for each Task Order post. The Contractor for the Task Order will submit one individual invoice for each Task Order post monthly in arrears, for payment. This allows prompt payment of all non-disputed invoices (i.e., one unaccepted or erroneous invoice won't hold up payment of other accepted invoices).