

Cover Page

Contract NAS1-96010

The following information in this contract is considered exempt from disclosure (under Exemption 4) and has been deleted.

- Section H.15, p. 42 - ceiling percentages and allocation bases

AWARD/CONTRACT		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350) <input type="checkbox"/> RATING DO-C9	PAGE OF PAGES 1
2. CONTRACT NO. (Proc. Inst. Ident.) NO. NAS1-96010		3. EFFECTIVE DATE DEC 01 1996	4. REQUISITION/PURCHASE REQUEST/PROJECT NO. GC.1260
5. ISSUED BY: CODE GP National Aeronautics and Space Administration Langley Research Center Hampton, VA 23681-0001		6. ADMINISTERED BY (If other than item 5) CODE	

7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, State and ZIP code)		8. DELIVERY <input type="checkbox"/> FOB ORIGIN <input checked="" type="checkbox"/> OTHER (See below)	
		9. DISCOUNT FOR PROMPT PAYMENT	
		10. SUBMIT INVOICES (4 copies unless other-wise specified) TO THE ADDRESS SHOWN IN:	ITEM Reference G

CODE	FACILITY CODE	11. SHIP TO/MARK FOR CODE	12. PAYMENT WILL BE MADE BY: CODE
		Reference F.3.	Financial Management Division, M/S 175 NASA, Langley Research Center Hampton, VA 23681-0001

13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION <input type="checkbox"/> 10 U.S.C. 2304(c) () <input type="checkbox"/> 41 U.S.C. 253(c) ()	14. ACCOUNTING AND APPROPRIATION DATA See Page 1A.
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15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QTY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
	Consolidated Logistics, Administrative, Security and Scientific Information (CLASSIC)		See Page 1A		

15G. TOTAL AMOUNT OF CONTRACT \$

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CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE

17. <input type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return _____ copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents (s) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)		18. <input type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number _____, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.	
19A. NAME AND TITLE OF SIGNER (Type or print) PANICE H. CLARK		20A. NAME OF CONTRACTING OFFICER	
19B. NAME OF CONTRACTOR	19C. DATE SIGNED	20B. UNITED STATES OF AMERICA	20C. DATE SIGNED
BY _____ (Signature of person authorized to sign)		ORIGINAL SIGNED BY (Signature of Contracting Officer)	NOV 01 1996

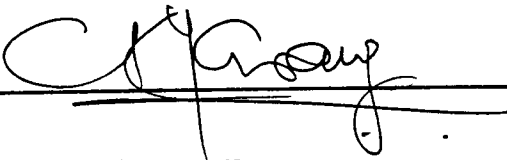
TRIPARTITE AGREEMENT

Prime Contract NAS1-96010

Subcontract 2353-96-206082


SIGNATURE PAGE

Subcontractor

By: 
Name & Title Charles K. Narang
President


7/3/96
Date

Small Business Administration
United States of America

By: 
Name & Title: _____

SEP 30 1996
Date

National Aeronautics and Space Administration

By: 
Name & Title: Panice H. Clark
Contracting Officer

11/1/96
Date

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Block 14. Accounting and Appropriation Data:

PR:	GC.1086	A5017	\$ 75,000	Partial
		A5040	175,000	Partial
		A5088	375,000	Partial
		A5205	65,000	Partial
		M3053	60,000	Partial
		M3055	125,000	Partial
		M3056	40,000	Partial
		M3061	100,000	Partial
		M3062	65,000	Partial
PR:	AFD.1041	A5402	49,980	Complete
PR:	AFD.1042	A5425	58,310	Complete
PR:	AFD.1043	A5427	49,980	Complete
PR:	AFD.1044	A5402	669,434	Complete
		M3213	<u>224,000</u>	Complete
			\$2,131,704	

Block 15C.

	<u>Estimated Cost</u>	<u>Fee</u>	<u>Fixed Price</u>	<u>Total</u>
Phase-In	\$ 28,964	\$ 1,593	\$ 0	\$ 30,557
Base Period	\$ 6,081,799	\$ 334,499	\$ 2,573,427	\$ 8,989,724
First Option	\$ 6,096,947	\$ 274,363	\$ 2,565,491	\$ 8,936,801
Second Option	\$ 6,125,610	\$ 275,652	\$ 2,594,169	\$ 8,995,432
Third Option	\$ 6,188,321	\$ 278,474	\$ 2,619,007	\$ 9,085,802
Fourth Option	\$ 6,278,016	\$ 282,511	\$ 2,636,470	\$ 9,196,997
Total Six 1-Month Options	<u>\$ 3,200,129</u>	<u>\$ 128,005</u>	<u>\$ 1,325,090</u>	<u>\$ 4,653,224</u>
Total Potential Contract	\$33,999,786	\$1,575,097	\$14,313,654	\$49,888,537

PART I - THE SCHEDULE

SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS

B.1 SUPPLIES OR SERVICES TO BE FURNISHED

A. The Contractor shall, except as otherwise specified herein, furnish all personnel, facilities, services, supplies, equipment and materials necessary for performance of Consolidated Logistics, Administrative, Security and Scientific Information Support Services as described in Section C, Description/ Specifications/Work Statement.

B. Logistics (exclusive of Section C.1.5 Carpet Installation), Administrative, Security (Section C.3.7 Security Administration) and Scientific Information Support Services will be cost-plus-award-fee. Security Support Services (Sections C.3.0 - 3.6, 3.8) will be provided on a firm-fixed price basis.

C. The Government anticipates that there may be requirements for work in Section C.1.5 Carpet Installation and 3.8 Special Ordering of Security Services; however, the Government cannot predetermine the precise requirements needed during the contract term. The maximum requirement for Carpet Installation is \$75,000, Section C.3.8.1 Security Officer Services is \$150,000, 3.8.2 Security Systems is \$1,000,000, and 3.8.3 Ancillary Security Services is \$300,000. Funding for on call services will be through authorized delivery orders which will be issued on a firm fixed price basis. Unit prices, as applicable, will adhere to the following schedule:

<u>Description</u>	<u>Unit</u>	<u>Fully Burdened Fixed Rate</u>
1. Sponsored Events: Armed Security Officer	HL	\$ 12.05
2. Emergency Response: Armed Security Officer	HL	\$ 12.05
3. Ancillary Security Services	HL	\$ 38.98
4. Carpet Removal	SY	\$ 1.48
5. Carpet Installation	SY	\$ 2.28
6. Molding Installation (Includes Cost of Molding)	LF	\$ 1.76

HL=Hourly Labor Rate
SY=Square Yard Rate
LF=Linear Foot Rate

B.2 ESTIMATED COST, AWARD FEE, FIXED FEE AND FIXED PRICE

A. The estimated cost for services identified in Sections C.1 (excluding C.1.5), C.2, C.3.7 and C.4 of this contract is \$6,081,799 exclusive of the award

fee of \$334,499 and fixed fee* of \$0. The total estimated cost, award fee and fixed fee is \$6,416,298.

B. Award Fee Availability--The award fee available for each evaluation period is as follows:

<u>Period</u>	<u>Available Award Fee</u>
August 1, 1996 - January 31, 1997	\$ 167,249.50
February 1, 1997 - July 31, 1997	\$ 167,249.50

C. The total firm fixed price for Security Support Services identified in C.3.1-6 of the contract is \$1,048,427. In accordance with Section C.1.5 Carpet Installation and 3.8 Special Ordering of Security Services, a not to exceed amount for on call services is \$75,000 (C.1.5), \$150,000 (C.3.8.1), \$1,000,000 (C.3.8.2) and \$300,000 (C.3.8.3), respectively. The total for Security Services and Carpet Installation is not to exceed \$2,573,427.

D. The total cost plus award fee, fixed fee and fixed price is not to exceed \$8,989,724.

B.3 OTHER DIRECT COSTS (ODC) LIMITATION

The estimated cost set forth in B.2.A above includes \$50,000 for specified ODC expenditures under the contract. This limitation covers travel costs, required in the performance of Section C.1.14, NASA Excess Property Screening Support and Section C.3.7.5, Programmatic Security. No other ODC's shall be applied toward this cost limitation. There will be no adjustment in fee should the Contractor's annual costs exceed the Government limitation.

B.4 CONTRACT FUNDING (NASA 18-52.232-81) (JUN 1990) (COST REIMBURSEMENT)

(a) For purposes of payment of cost, exclusive of fee, in accordance with the Limitation of Funds clause, the total amount allotted by the Government to this contract is \$1,173,270. This allotment is for Consolidated Logistics (exclusive of Section C.1.5 Carpet Installation), Administrative, Security Administration (C.3.7) and Scientific Information Support Services and covers the following estimated period of performance: from August 1, 1996 to August 31, 1996.

(b) An additional amount of \$65,000 is obligated under this contract for payment of fee.

B.5 CONTRACT FUNDING (FIXED PRICE)

A. Security Services identified in Section C.3.1-6 will be incrementally funded pursuant to NFS 18-52.232-77, Limitation of Funds, as set forth in H.3.

B. Funds for delivery orders are obligated by each delivery order, not by the contract itself. This applies to Section C.1.5 and 3.8.

*A fixed fee amount will be inserted if the Government exercises the one month options to extend the period of performance as set forth in Section H.1.B.

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

STATEMENT OF WORK - CONSOLIDATED LOGISTICS, ADMINISTRATIVE, SECURITY AND SCIENTIFIC INFORMATION CONTRACT (CLASSIC)

INTRODUCTION:

This Statement of Work (SOW) covers the general requirements for Logistics, Administrative, Security, and Scientific Information support services at NASA Langley Research Center (LaRC). The Contractor shall provide all resources (except as may be expressly stated in this contract as furnished by the Government) necessary and/or incidental to the performance of the four functional work areas identified below.

1.0 LOGISTICS

The Contractor shall provide a comprehensive logistics program covering all aspects of transportation, supply, and equipment management. All activities shall be performed in accordance with applicable federal, state, and local regulations. In addition to satisfying the technical requirements associated with the program, the Contractor shall also perform all related functions such as work control and scheduling, customer support, development and maintenance of internal operating procedures and systems, data gathering, records maintenance, report preparation, and problem follow-up and resolution. Specific services include the following:

1.1 General Transportation and Delivery Services: Provide complete transportation and delivery services consisting of daily (Monday - Friday) round-trip shuttle bus service between Langley Research Center (LaRC), NASA Headquarters and Goddard Space Flight Center utilizing a Government provided shuttle bus departing LaRC at 6:30 a.m. and NASA Headquarters at 3:30 p.m.; approximately 175 on call local area shuttle bus service trips annually; daily pick-up and delivery of material, equipment, and supplies (some may be of a hazardous nature), sensitive instruments, classified materials, financial data, and computer printouts to and between 235 on-site facilities and 20 near-site locations for an estimated total of 105,000 annual deliveries. The maximum weight of deliverables typically shall not exceed 40 pounds with 75 percent of all deliverables weighing 5 pounds or less. Relocate on-site approximately 50 cargo and gas trailers and 5 office trailers annually. An additional 200 annual tractor-trailer movements including scheduled trips to Wallops Flight Facility and other government facilities shall be required. Driver may be required to assist in loading and off-loading activities.

1.2 Vehicle Maintenance and Control: Provide complete preventative maintenance (PM) and repair according to manufacturers specifications to approximately 650 general purpose and special purpose Government-owned and Contractor-owned vehicles (other than those provided under this contract) including sedans, pickups, vans, stake-body trucks/step vans, riding lawnmowers, scooters, aircraft "tugs", forklifts, and miscellaneous types including trailers, pumps, and generators using a Government equipped facility. The number of Contractor-owned vehicles requiring maintenance will decline over the life of this contract and ultimately 500 Government-owned vehicles shall constitute the service base. Services include vehicle operations of Virginia state inspection station No. 345 and periodic reporting, vehicle cleaning, automotive parts procurement, minor (i.e., wheel alignments and tune-ups) and major repairs (i.e., engine and transmission overhauls), and automotive body repair and painting. Repairs on approximately 200 bicycles shall also be included. All vehicles submitted for repair will be initially evaluated within 8 working hours of receipt.

The Contractor shall provide a complete Government-Owned vehicle control operation that includes scheduling and issuing approximately 30 vehicles for an annual average of

2,500 trips; dispatching approximately 850 on and near-site service calls per year within 4 working hours of receipt of call; maintaining approximately 650 PM schedules; dispensing approximately 140,000 gallons of fuels annually and operating the Gas Boy system; tracking fuel utilization and vehicle repair costs; and maintaining an LaRC unique fleet management database system. The quantity of fuels provided on an annual basis shall decline to 80,000 gallons over the life of this contract.

1.3 Mail Operations: Provide for the complete operation of the LaRC mail processing and distribution program. Perform one daily (Monday - Friday) scheduled mail/package pick-up and delivery to approximately 300 on-site and 20 near-site mail stops. Approximately 275,000 pieces of incoming mail, internal mail associated with a Center complement of approximately 4,500 personnel, and approximately 60,000 pieces of outgoing mail shall be processed on-site per year. All mail shall be processed within 8 working hours.

1.4 Moving Services: Provide moving services between rooms, buildings, and facilities of the LaRC complex for the relocation of approximately 1,000 people and their associated furnishings per year according to Government schedule. Pick up and delivery of approximately 1,800 additional pieces of furniture (primarily originating in the furniture warehouse) shall be required and excess furniture shall be picked up and returned to the furniture warehouse. New furniture shall be uncrated and assembled prior to delivery. Minor adjustments or repairs and cleaning of used furniture may be required.

1.5 Carpet Installation: In response to Government issued delivery orders (see Section G-3 Delivery Orders), the Contractor shall provide complete warehousing, removal, repair, and installation services of Government furnished carpet according to Government schedule. Installation requirements vary significantly from 400 to 1,300 square yards of carpet and 500 to 5,000 linear feet of base molding per month. Base molding shall be provided by the Contractor. Approximately 10 delivery orders are issued on a monthly basis for installation and removal to include removal of molding. Carpet removed from facilities shall be properly disposed of on-site. Carpet services may have to be performed after normal working hours.

1.6 Stockroom Operations: Provide for operation of the LaRC Stockroom on a 5 days per week basis consisting of approximately 7,000 line items (declining to approximately 5,000 over the life of the contract). "Over-the-counter" operations shall be a minimum of six (6) hours per day. Receive, bin, warehouse, maintain, and issue approximately 75,000 (declining to approximately 60,000 per year over the life of the contract) stock items annually; manage the shelf-life program for approximately 250 items; perform special tasks related to stock management; manage the distribution for liquid nitrogen and cylinders; and conduct inventory and validation in accordance with applicable regulations. The NASA Supply Management System (NSMS) shall be utilized to support these functions. The time between request acceptance to time of issue shall not exceed 3 working days for regular issues, 4 working hours for urgent issues, and .5 working hours for work stoppage issues.

1.6.1 Metal Cutting and Burning: Perform metal cutting and burning operations in a Government equipped facility involving approximately 800 line items. Provide rough cuts of stock metal based on requester's written dimensions, sketches, or drawings; set up and operate equipment including mobile and fixed lifting devices necessary to position heavy plate metal; and make final cuts in accordance with specifications. Process approximately 850 metals receipts annually. Individual receipts shall be processed within 2 working days. Issue approximately 14,000 items annually using the same issue criteria set forth in section 1.6 above.

1.6.2 Supply Demand Processing: Input data related to stock issue into the NSMS totaling approximately 90,000 entries per year (declining to 70,000 per year over the life

of the contract) based on the priority of the request. Services include processing forms utilizing NSMS; ensuring necessary authorizations have been secured for issuance of special items such as safety related or those requiring functional or supervisory approval; coordinating excess quantity requests with Inventory Management; freezing item records with out-of-balance stock and notifying requesters when items are out-of-stock; coordinating delivery of gas cylinders; and notifying the Metal Cutting and Burning Facility of work stoppage requests for metal.

1.6.3 Inventory Management: Utilize the NSMS and other automated systems such as Federal Logistics Data on Compact Disc (FEDLOG) and Federal Logistics Information System (FLIS) to accomplish services related to inventory management of approximately 7,000 line items (declining to 5,000 over the life of the contract) including generating purchase requests for replenishment of stores and standby stock; maintaining optimum stockage levels; managing Federal Standard Requisitioning and Issue Procedures (FEDSTRIP), Military Standard Requisitioning and Issue Procedures (MILSTRIP), and commercial acquisitions; and processing inventory adjustments. An inventory shall be maintained that will fill 96 percent of all requests for stock issue.

1.7 Tool Crib Support: Provide for the complete operation of a Machine Shop tool crib on 8 hours per day (7:00 a.m. to 3:30 p.m.), 5 days per week basis consisting of approximately 1,000 line items. Issue or accept for turn-in approximately 50 items per day. Maintain tool catalogs, stay current with advancing tool technology and development, and assist NASA personnel in identifying tool requirements. Order, receive, bin, and maintain approximately 2,000 items annually from the LaRC Stockroom. Calibrate precision hand tools. Maintain automated and manual records systems. Perform inventory and validation over the life of the contract on a proportional annual basis.

1.8 Supply Support: Provide supply support in four areas as follows:

1.8.1 Purchase Request Processing: Screen approximately 1,000 purchase requests per month within 4 working hours of receipt against existing Federal systems to assess accuracy of description and availability from Federal sources. Assign proper codings and ensure management reviews. Assign source of supply, national stock number, unit of issue, and pricing data on all Fed/Mil purchases and effect approximately 500 Fed/Mil direct-buy requisitions per month using the NSMS within 8 working hours of receipt.

1.8.2 Supply Cataloging: Process approximately 100 NSMS catalog input transactions per month and maintain LaRC as an active participant in the Federal Cataloging Program. Maintain and issue the LaRC Stores Stock Catalog and amendments. Interact with the General Services Administration (GSA) and/or the Defense Logistics Agency (DLA) regarding approximately 100 registration and withdrawal actions, collaborations, and item reduction studies per month. Input approximately 1,500 commercial direct-buy functions per month using NSMS. Annually screen LaRC's Stores Stock Catalog specifications against the Defense Logistics Services Center's file.

1.8.3 Supply Inventory: Schedule and perform annual, complete, sample, and special inventories (approximately 11 inventories for an average of 250 line items per month) utilizing the NSMS and PSMS. Analyze results and recommend/effect corrective action as appropriate. Review all "frozen" assets in the NSMS resulting from warehouse denials and determine cause and effect.

1.8.4 Supply Document Control: Maintain hardcopy files of approximately 250 LaRC Purchase Requests/Purchase Orders for non-stock Fed/Mil orders and approximately 500 Issue Release/Receipt Documents for all Fed/Mil orders per month. Manage the

supply and equipment rejection process involving approximately 100 rejections per month within 8 working hours of notification of the reject with applicable personnel

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1.9 Property Storage and Disposal: Provide complete storage and disposal support including receipt and inspection, storage, warehousing, retrieval and issuance, inventory control, and housekeeping in three areas as follows:

1.9.1 Property Storage: Provide on-site storage support for approximately 30,000 square feet of materials, supplies, and equipment including approximately 100 line items of a hazardous, or potentially hazardous nature such as ethyl alcohol and sodium metal. (Note: This requirement relative to hazardous materials will cease in the 2nd contract year). Approximately 14,000 storage transactions are processed in the Storage System annually relating to the storage or release of materials, supplies, or equipment. Transactions shall occur within 3 working days of receipt.

1.9.2 Property Utilization and Disposal: Process approximately 8,000 line items annually of idle/excess LaRC. All items shall be processed within 2 working days of receipt. Separate and process idle/excess property based on reutilization potential (i.e., property that may be of use by eligible school districts or other Government activities), exchange (trade-in) or open-market sale potential, or property that should be transferred to the DRMO or GSA activity utilizing the NASA Property Disposal Management System (NPDMS).

1.9.3 Scrap/Waste Pick-up and Disposal: Deliver and retrieve approximately 20 dumpsters used for on-site collection of non-toxic scrap waste and scrap metals. Collect approximately 75 tons of scrap waste and approximately 15 tons of scrap metal per month for final disposition. Pick-up and deliver approximately 15 silver recovery cartridges monthly to a designated holding area within the LaRC warehouse complex.

1.10 Receiving: Offload, inspect, receive, and distribute within 2 working days all in-bound shipments of stock and non-stock supplies, materials, and equipment totaling approximately 2,000 line items per month. May necessitate occasional trips within local area to coordinate receipts with U.S. Customs Service. Verify compliance with purchase order/contract specifications and prepare all documentation related to acceptance or rejection.

1.11 Shipping Operations: Provide complete out-bound domestic and foreign shipping services. Approximately 6,300 items are shipped by air and 1,900 items by motor freight annually. May necessitate occasional trips within local area to coordinate shipments with U.S. Customs Service. Shipments shall normally occur within 8 working hours of receipt. Some shipments may consist of hazardous materials. Gas cylinder demurrage shall be verified and approximately 10 shipping documents shall be prepared per month for return of gas cylinders.

1.12 Equipment Management: Provide management support for a 60,000 item pool of controlled equipment. Services include scheduling, coordinating, and conducting approximately 340 complete inventories and 225 partial inventories annually. Provide receiving support for approximately 10,000 incoming controlled items per year with an average 3-day turnaround including equipment tagging and problem resolution. Process approximately 35,000 transactions per year related to property custodian and user changes such as cannibalizations, equipment found-on-station, and property survey reports using the NASA Equipment Management System (NEMS).

1.13 Receipt Inspection Quality Assurance Laboratory: A Government equipped RI/QA facility will be furnished. Perform receipt verification services to ensure incoming supplies and materials comply with applicable specifications and standards prior to the items being

offered for distribution at the Center. Verification services shall include (1) hardware purchased to standards and/or material to be held in bonded or controlled storage, and (2) materials/supplies in Object codes 2603, 2604, 2609, 2611, 2615, or contained in NASA's Mechanical Parts Management Plan. Provide technical support and guidance to line item managers in the area of material/specification changes and updates. Periodically conduct inspections of currently existing material in the stockroom until such time as the existing stock is fully characterized. Inspection testing shall be conducted in accordance with a c=0 sampling criteria and recommend acceptance or rejection of items. Perform approximately 2,500 inspections per year. The performance standard for this service is 5 working days from receipt. The Contractor shall perform mechanical testing, chemical analysis, microscope examination, non-destructive and destructive testing, and electrical and electronic component inspections as required to verify individual shipments. Typically tests include: tensile testing on specimens and fasteners, hardness testing of a standard, superficial, and micro-hardness nature, x-ray fluorescence, micro-photography, metallographic analysis, fluorescent penetrate inspection, visual inspections, dimensional inspections, voltage, resistance, mechanical, and assembly. Additionally, the contractor shall perform tests on materials or equipment not intended for stock issue to support weld procedure certification(s), witness and verify tests performed by technical organizations personnel, and assess damage, review documentation, verify hardware, perform detail inspections and functional verification. Functions not intended for stock issuance are approximately 15 percent of the 2,500 inspections per year.

The Contractor shall provide monthly metric data in specified formats and detail analysis of indicators of success for processes and results relating to performance of activity. The information shall be maintained in spreadsheet format and in specified formats, bar and line graphs, or in such other formats as specified by the Government. Information shall be developed and maintained on a software package compatible with Microsoft Office. Information of the following type will be required to be maintained:

On Incoming Supplies

- Number of line items inspected
- Number of line items defective
- Dollar value of inspected items
- Dollar value of defective items
- Number of items inspected from commercial sources
- Number of items rejected from commercial sources
- Dollar value of items inspected from commercial sources
- Dollar value of items rejected from commercial sources
- Number of items inspected from government sources
- Number of items rejected from government sources
- Dollar value of items inspected from government sources
- Dollar value of items rejected from government sources
- Number of special tests performed
- Number of inspection from Credit Card purchases
- Number of rejections from Credit Card purchases
- Federal Stock Numbers
- Object Class
- Other Defense Logistics Agency and Commercial Identifications

- Other metrics as may, from time to time, be deemed necessary to fully assess performance of the Laboratory and impact of quality improvement programs

Inspections on Existing Stock

- Number of items pulled from stock from government for inspection
- Number of defective government items pulled from stock for inspection
- Number of items pulled from stock from commercial for inspection
- Number of defective commercial items pulled from stock for inspection
- Number of items pulled from stock from unknown sources for inspection
- Number of defective items pulled from stock from unknown sources
- Other metrics as may, from time to time, be deemed necessary to fully assess performance of the Laboratory and impact of quality improvement programs

1.14 NASA Excess Property Screening Support: Provide Agency-wide support by assessing and maintaining a "Want List" of NASA requirements, determining the availability of idle/excess property, "freezing" such property, preparing required documentation, and coordinating physical transfer. Visit approximately 200 sites per year to include various NASA installations, Defense Reutilization and Marketing Offices, and other Federal installations nationwide.

2.0 ADMINISTRATION

The Contractor shall provide administrative support services to include word processing, copying, data entry, filing, and assorted other clerical functions. All activities shall be performed in accordance with applicable federal, state, and local regulations. In addition to satisfying the functional requirements, the Contractor shall also perform all related functions such as work control and scheduling, customer support, development and maintenance of internal operating procedures and systems, data gathering, records maintenance, report preparation, and problem follow-up and resolution. Specific services shall include the following:

2.1 Correspondence Management: Provide clerical support and data entry to LaRC's centralized correspondence management operation. Process all incoming and outgoing correspondence making proper distribution and disposition as appropriate. An LaRC unique automated filing system shall be used in document retrieval and control. Approximately 1,800 pieces of correspondence shall be filed each month in the active files or prepared for microfilming. Process approximately 150 pieces of special courier mail such as Federal Express and Overnight, and approximately 100 TWX's and datafaxed messages weekly within 4 working hours of receipt. Maintain a daily record of all incoming monies for audit purposes. Operate a variety of communications terminals and equipment to transmit and receive single and multiple address messages. Process approximately 80 incoming messages monthly using a Government provided facsimile machine. All incoming documentation shall be processed within 4 working hours of receipt.

2.2 Telephone Operations: Provide telephone operator assistance and locator information on a Government provided communication network during normal working hours to approximately 300 callers per month, and assist in placing approximately 25 conference calls and 40 international calls per month.

2.3 Budget Support: Provide data entry and clerical support through the entering, retrieving, and manipulating of budget and resource data relating to LaRC programs and projects.

Run and distribute approximately 50 weekly and 100 monthly computerized reports, and provide graphics support in the preparation of budget charts, exhibits, and reports. Normal response time shall be 8 working hours, however, urgent requirements may necessitate immediate action. Modification to regular work shift is occasionally required.

2.4 Financial Management Support: Maintain contract/purchase order and travel files. Process approximately 250 new contracts/purchase orders, 1,000 contractual funding obligations, 3,000 invoices, 1,000 receipt and inspection (R&I) reports, 100 rejection reports, and 750 travel vouchers, plus associated correspondence per month. Enter invoice/payment data, and travel voucher/payment data into LaRC unique automated systems. Normal response time shall be 8 working hours; however, urgent requirements may necessitate immediate action.

2.5 Acquisition Support: Maintain approximately 5,000 active contract, grant, and purchase order; and, 8,500 inactive hardcopy and microfilm files. Pick-up and distribute internal correspondence and contractual documentation daily. Make approximately 30,000 copies per month and operate a Government provided facsimile equipment as required. Maintain bidders' lists, mail out solicitations, coordinate and schedule bid openings, maintain bid opening logs, and respond to requests for telephone and door bids. Perform data entry for approximately 2,400 entries per month into the Acquisition Management Computer System. Provide word processing services to include typing approximately 5,200 pages per month of correspondence and contractual documentation, creation and maintenance of word processing forms and templates and providing support to produce and post contractual documents on the Internet. See Exhibit F, Acquisition Division Word Processing/Clerical Support Equipment for a description of the required computer compatibility. Processing times shall vary depending upon the nature of the requirement. For example, word processing shall be performed within 3 working days of receipt. Some requirements may necessitate immediate action.

2.6 Projects Controls Support: Develop, maintain and implement database management systems for all correspondence, documentation, contract deliverables, and presentation materials for approximately 18 projects. Maintain suspense files on configuration management and data management action items. Process all project related mail for a complement of approximately 40 personnel and maintain approximately 50 project-unique electronic document distribution lists. Incoming mail shall be distributed within 2 working hours of receipt and outgoing mail shall be processed for daily scheduled pick-up. Distribution lists shall be maintained within a 1 percent error rate. Maintain both hard copy and electronic files for approximately 18 projects. Requests for files shall be fulfilled within 4 working hours of request. Provide editing support for approximately two projects with an average first pass error rate of 2 errors per page. Second pass edits shall be error free. Provide administrative support including the making of approximately 60,000 copies per month. Presentation materials shall be made available within 4 working hours of request. Facsimile transmissions shall be performed within 1 working hour of receipt using a Government provided facsimile equipment.

2.7 Office of Human Resources Support: Maintain approximately 3,000 civil service personnel folders. Provide oral and written employment verification and assist callers in locating on-Center personnel. Log-in and distribute OPM issuances. Maintain and distribute weekly separation and accession on flex listing. Prepare Government forms and correspondence related to a variety of personnel actions to include hiring, reassignment, promotion, separation, and retirement. Assist in setting up, procuring, scheduling, offering, and enrolling personnel in in-house courses. Enter and maintain employee training data and files covering approximately 6,000 short-term and 200 long-term employee training instances per year. Publicize approximately 900 media-based training and continuing education courses through a course catalog published annually, and facilitate approximately 200 media-based training and continuing education courses monthly. Set-up and operate Government provided audio-visual, video, and computer equipment. Assist in processing

approximately 2,000 employee accomplishment or long service awards, and 375 quality step increases per year. Maintain the Employee Suggestion Program processing approximately 100 suggestions per year. Assist in processing approximately 400 tour-of-duty requests, advanced sick leave requests and extended leave-without-pay requests, and approximately 400 voluntary leave transfer forms per year. Process approximately 300 health benefits documentation actions per year. Process approximately 750 changes to the Government's Thrift Savings Plan per year. Provide approximately 125 annuity estimates and assist in processing approximately 100 employee separations and 100 personnel retirements per year. Processing times shall vary depending upon the nature of the requirement. Urgent requirements may necessitate immediate response.

2.8 Engineering Drawing Files/Micrographics Support: Process approximately 750 LaRC generated drawings per month to include: receipt, indexing, and data input into an LaRC unique computerized retrieval system and submission to an outside contractor for filming. Assure archival quality of all microfilm. Monitor for correctness and adherence to DOD-STD-100 standards. File and retrieve approximately 2,500 hard copy drawings and aperture cards per month and reproduce and distribute as required. Serve as representative to NASA Engineering Drawing System Committee.

Perform limited in-house micrographic services with regard to sensitive materials such as employee retirement records. Perform minor maintenance of equipment as required. Prepare approximately 600,000 units per year for delivery to outside contractor for microfilming. Receive, store, and retrieve LaRC records pending transfer to Federal Records Center or destruction. Normal response time shall be 8 working hours; however, urgent requirements may necessitate immediate responses.

2.9 Technology Applications Group (TAG) Support: Maintain a networked daily backup system and software updates for approximately 60 computers. Provide data entry support consisting of up to 500 records per month into 8 database systems. Provide software assistance to 45 users on an on-call basis related to the use of Microsoft Office, Now Up-To-Date, and a NASA unique database system. Maintain up to 2,000 web pages sponsored by TAG. Provide equipment management support for approximately 150 pieces of controlled equipment. Provide administrative support including data entry, badge preparation, booklet assimilation, and display setups for up to 10 meetings per month. Normal response time shall be 8 working hours; however, urgent requirements may necessitate immediate action.

3.0 SECURITY SERVICES

The Contractor shall provide services to support the Center's implementation of LaRC's Security Program. This support includes armed uniformed security officer services, operation of the emergency services control center, locksmith services, badge and pass office and reception center services, security education and awareness, personnel security support, and Classified Information Technology Security (ITS) Program support.

The Contractor shall furnish management, supervision, staff, training, uniforms, badges, equipment, vehicles, materials, and supplies necessary to provide the services as defined below. This includes replacement or substitute equipment and staffing to continue full services required and stipulated. The Contractor is assigned full responsibility for quality performance. Performance standards, success indicators and methods of surveillance are identified. Successful completion of the tasks required, in accordance with the standards provided, constitutes successful contract completion for Government acceptance of security services.

3.1 Background: LaRC occupies approximately 800 acres primarily located within the jurisdiction of Hampton, Virginia. The Center is comprised of approximately 235 buildings, consisting primarily of brick and mortar construction. All buildings are three floors or

less. While small segments of the Center population, 50 persons or less in each segment, are resident on LaRC and originate from Department of Defense and other federal agencies, the majority of the LaRC population is divided as follows; 2500 Civil Service and 2500 support service contractors. In addition, some LaRC facilities are located on Langley Air Force Base (LAFB), which adjoins LaRC.

3.1.1 Perimeter Security: LaRC is protected on the North, South and West perimeters by 8' chain link fence topped with barbed wire strands. Perimeter patrols are accomplished by driving public off-center roads. A northeast perimeter is bordered by marshlands. No perimeter roads exist at that perimeter. The east perimeter adjoins LAFB and with minor exception, no barriers exist between LaRC and LAFB. The Durand Street Gate connects LaRC and LAFB on the East Perimeter. USAF and LaRC motorized patrols conduct random perimeter patrols and inspections. Security lighting is employed only at facilities located at perimeter boundaries. Building perimeter doors are equipped with locking hardware. Parking areas are interspersed among LaRC facilities, many of which are located immediately adjacent to critical facilities and buildings. Closed circuit television is employed on a limited number of critical facilities. Monitoring is conducted locally; however, a central monitoring facility in the Emergency Services Dispatch Center is planned.

3.1.2 Entry Security: The LaRC perimeter is equipped with 5 entry gates. Two gates are closed except in unusual or emergency situations; one gate is open and staffed 24 hours per day, 7 days per week and one gate is open and staffed 12 hours per day 5 days per week. The gate adjoining LAFB is open and attended Monday through Friday approximately 15 hours each day. Armed Security Officers control access at the gates. A combination of vehicle decals and badges are used to obtain Center access by employees, vendors, and visitors.

3.1.3 Interior Security: Employees, civil service and contractor, are issued identification badges. Center policy requires civil service employees to wear their ID badge at all times. A contract clause requires the same for contractors. All other visitors (vendors, construction contractors, etc.) and other persons requiring access to LaRC or LAFB must display appropriate credentials.

Electrical substations are appropriately fenced and provide service redundancy in all but the most severe source interruptions. Emergency power is provided to the Government provided Intrusion Detection Monitoring Systems and other critical alarm monitoring systems through battery and emergency power generation sources. Utility tunnels access doors are fitted with locking hardware. Center emergency action plans are periodically updated. The LaRC Child Development Center is a standalone facility located approximately 100 yards from the closest operational facility. In addition, a credit union is located on-site at the Center.

3.2 Mandatory Directives: In performing the security services required under this contract, the Contractor is assigned the full responsibility for its compliance with ADP, federal, state, local laws and regulations, LaRC policy and requirements issued by the OSPS. The following directives form the basis for LaRC policy and procedures:

LaRC Emergency Plan Handbook:

- LHB 1047.1 Disaster Control Data--Hurricanes and High Tides LaRC Facilities and Equipment
- LHB 1040.2 NASA Langley Duty Officer's Handbook
- LHB 1040.4 Emergency Equipment List
- LHB 1046.1 Langley Research Center Emergency Plan

NMI 1120.7	Roles & Responsibilities of Program Office Security Officials
LMI 1300.5	Technical Conferences, Special Events, Technical Briefings, Guest Visits & Tours
NMI 1371.3B	Coordination & Authorization of Foreign Visits to NASA Facilities
NMI 1371.4A	Guidelines for Access to NASA Installations by Nationals of the USSR, China, & Designated Areas
LHB 1450.1	Excerpt Relative to LaRC Security functions
NMI 1590.2E	Notification & Alert System for NASA Officials During Nonduty Hours
LMI 1600.1	Physical Security
NMI 1600.2	NASA Security Program
LMI 1600.2	Access to LaRC
NMI 1600.3A	Arrest Authority & Use of Force by NASA Security Force Personnel
LMI 1600.3	LaRC Security Program
NMI 1600.4A	NASA Badging System
NMI 1600.5	Special Access Programs
NHB 1600.6	NASA Communications Security (COMSEC) Manual
NMI 1610.3C	Suspension, Revocation & Denial of NASA Personnel Security Clearances
NHB 1620.3C	NASA Security Handbook
LMI 1640.4	Information Security Program
LMI 1650.1	Industrial Security Program
LMI 1700.4	Reporting Accidents, Injuries, Illnesses, Motor Vehicle Accidents, and Potential Violations of Occupational Safety/Health Standards
LMI 1700.7	Traffic Regulations
LMI 1700.8	Parking Regulations
NMI 2410.7C	Assuring the Security & Integrity of NASA Automated Information Systems
LMI 2410.7	Computer Security Program
LMI 2410.8	Roles & Response. for AIS Management at LaRC
NHB 2410.9A	NASA Automated Information Security Handbook

LMI 3296.1 Clearance Procedures for Employees Terminating Employment

State of Virginia Criminal Justice Services Board, "Regulations Relating to Private Security Services

Code of Virginia, Chapter 27, Article 2, Title 9, Dept. of Criminal Justice Services, "Compulsory Training Standards for Private Security Services Personnel"

EO 12829 National Industrial Security Program

EO 12958 Classified National Security Information Program

DOD 5220.22-M National Industrial Security Program Operating Manual (NISPOM)

3.3 Armed Security Officer Services: The Contractor shall protect personnel and property, provide traffic control and direction, support crime prevention programs, and provide patrol services. The Contractor shall provide qualified, armed, uniformed/equipped Security Officers (See Exhibit G for Qualifications), (See Exhibit H for Uniforms and Equipment Requirements), who are adequately trained (See Exhibit J for Training Requirements) and physically fit (See Exhibit K for Physical Fitness Standards). Each Security Officer shall have a secret clearance. The Government will provide the communications system that will provide the Contractor a means of immediately contacting guards on patrol and a link to local community personnel. In performing this service, the Contractor shall:

- Submit to the Government for approval, General, Post, and Special Orders that outline procedures for implementation of LaRC Security policies 10 work days of contract award.
- Provide physical security coverage 24 hours per day, 7 days per week.
- Conduct random inspections and observations daily in and about Center buildings and facilities using vehicle patrols. Base patrol priorities on risk, threat, vulnerability and experience requirements. Priority shall be placed on designated critical facilities and NRP facilities; however, random inspections of non-critical facilities are also required. OSPS will publish critical facility lists.
- During random building inspections, check all security containers, secured areas and doors to ensure they are locked in accordance with current procedures for protecting classified and sensitive unclassified information and material. Inspect premises for improperly secured classified and controlled information or material.
- Investigate and provide reports for allegations of criminal activity, breaches of policy, procedure, and other requests for security services including, duress and intrusion detection alarms. Profile initial evaluation/report of investigations to the Installation Chief of Security within 4 hours of start of investigation. Submit reports of investigation to the Installation Chief of Security during the first hour of the first duty day following the incident that prompted the report.
- Exercise the authority assigned as security officers, consistent with prevailing federal, state, or local law, regulation and policy.

- Respond to incidents within 5 minutes on Langley Research Center and 12 minutes to NASA facility incidents on Langley Air Force Base.
- Control access to emergency, response scenes involving safety, fire, workplace violence, environmental and other emergency conditions. Respond to on-scene director of the controlling authority.
- Direct and control vehicle and personnel entry and monitor vehicle exit from Langley Research Center at the Main Gate 24 hours per day, 7 days per week and at the Wythe Creek Gate Monday through Friday, excluding holidays, during the hours of 5:45 a.m. to 6:15 p.m. and at the Durand Street gate, 7 days per week, during the hours of 5:45 a.m. to 8:00 p.m. during winter months, and to 9:00 p.m. during summer months. The Contractor shall ensure an expeditious entrance flow during peak traffic.
- Direct traffic as needed Monday through Friday at the Langley Boulevard and Durand Street intersection during the hours of 6:30 a.m. through 8:15 a.m. and at the Langley Boulevard and Dryden Street intersection during the hours of 3:30 p.m. and 5:15 p.m..
- Enforce LaRC vehicle traffic safety policy, including investigating and documenting motor vehicle accidents.
- Inspect vehicles and persons entering or departing Langley Research Center in accordance with Agency and Center policy when authorized to do so by the Installation Chief of Security.
- Provide officers who present a professional appearance and conduct themselves in a professional manner, using tact, courtesy and diplomacy at all times.
- Prepare written reports documenting all shift activities. Provide synopsis of report of significant events to next duty day.
- Ensure the integrity of the work areas is not violated during performance of security duties, such as disturbing papers on desks, opening desk drawers or cabinets, operating radios or televisions, or using Government telephones, except as authorized for official business.
 Performance Indicators: Investigation Reports reviewed for accuracy, completeness, and response time and resolution; review of dispatch logs to verify random checks of critical and other facilities; observation of actions taken in response to emergency situations,; observe security officer's controlling access to LaRC; observe operations of radar unit by officer's and check appearance and conduct of officers randomly.
 Performance Standards: Center-wide Patrol coverage, Response time of 5 minutes on-site/12 minutes LAFB, Minimal insignificant feedback.
 Surveillance Technique: Monthly review of shift activities and reports; unannounced times response test; compilation of feedback

3.4 Emergency Services Control Center Support: The Contractor shall provide 24 hour continuous qualified and suitable (See Exhibit G for Qualifications) surveillance of the Government-furnished equipment and systems for the purpose of dispatching response

personnel to Center emergencies. Dispatch personnel shall possess a SECRET security clearance. Dispatchers shall operate communications networks and other automated reporting systems for required services while maintaining continuous and direct communications with Hampton Fire Department and appropriate on-Center personnel. The contractor shall:

- Monitor all alarm notification annunciation systems and respond by dispatching appropriate response personnel within 35 seconds of receiving the alarm notification.
- Notify OSPS/OSEMA personnel of significant and emergency situations or events utilizing the existing personnel pager system.
- Notify handicapped personnel of emergency situations utilizing a personnel paging system.
- Initiate emergency recall procedures as directed by the Center Emergency Preparedness Officer or designee.
- Maintain a log and/or incident reports of Control Center activities. Prepare a synopsis of significant events for delivery to Installation Chief of Security each duty day.
- Coordinate and request repair services for failed Control Center monitoring and operations equipment.
- Monitor and coordinate the installation of intrusion detection and other dispatch related systems.
- Manage the preventive maintenance schedule for intrusion systems to facilitate a complete and timely accomplishment of services.
- Maintain intrusion detection systems database and prepare metrics on a monthly basis.
- Receive, receipt for, and store classified material as required during non-standard duty hours. At present, we do not have this capability after normal duty hours.
- Authenticate Center access credentials for unbadged employees and visitors.

Performance Indicators: Examine the dispatch log to verify response times logged on CMPZ, Communications Log; response time, and test IDS equipment for operational status and review preventative maintenance schedule.

Performance Standard: 35 sec. notice

Surveillance: Monthly Review of Logs and unannounced response drill.

3.5 Locksmith Services: The Contractor shall provide all the necessary resources to provide locksmith services and maintain the key control program. The Government is furnishing an on-site fixed location for this service. - The Contractor shall provide qualified and skilled personnel with TOP SECRET security clearances for this service. In accordance with G 5&6, the Contractor is responsible for the replacement of Government furnished equipment, upon the expiration of its useful life. In performing this service, the Contractor shall:

- Provide full service locksmith service during the hours of 8:00 a.m. - 4:30 p.m., Monday through Friday, excluding holidays.
- Manage the Center lock system using Center unique Best locking system cores and associated hardware.
- Provide core installation, inspections, repair, rekeying, and related services to all LaRC locking mechanisms, safes, and vaults.
- Maintain the existing LaRC unique automated records system containing combination lock issuance and return, combination change data and requirements, security container accountability, and key issuance and accountability.
- Routine customer response time shall be 8 working hours. Emergency situations may require response during non-duty hours.
- Provide an on-site mobile service.

Performance Indicator: Service Log, Response Time, Regulatory Compliance

Performance Standards: Scheduled inspections, service requests satisfied In 8 hours

Surveillance Method: Review of Log

3.6 Badge, Pass and Reception Center Services: The Contractor shall provide a professional and courteous staff to maintain continuous operation of the Center's Badge and Pass and Reception Center from 6:30 a.m. to 4:30 p.m. Monday through Friday, excluding holidays. The Contractor shall implement LaRC's policy for the issuance, control, and accountability of NASA and LaRC Badges, vehicle decals and car passes. Badge and Pass personnel shall possess SECRET clearances. NASA Badges are not classified material. The Contractor shall enter data into the Government provided Badge System and databases for the management of security clearance and access data, visitor registration information, employee badge, vehicle data, traffic citation data, and locator systems data. The Contractor shall store its stock of blank credentials and badges as sensitive-unclassified material. The Contractor shall:

- Issue NASA ID badges to Government employees, contractors, and foreign and domestic visitors.
- Issue vehicle decals and passes.
- Process fingerprint cards.
- Process LaRC civil service employee security clearance certifications for visits to other locations.
- Process visit requests to LaRC.

The Contractor shall process all walk-in/walk-through requirements immediately. All other requirements shall be processed as soon as possible duty by the end of the day of receipt by close of business day of receipt.

Performance Indicators: Customer Feedback, Volume of issuances, Processing Time, Accuracy

Performance Standards: Minimal, Walk-ins immediately and COB for others, Minimal Errors

Method of Surveillance: Periodic inspection of workload and output

3.7 Security Administration: The Contractor shall provide qualified and suitable administrative personnel with a SECRET security clearance to support the LaRC Security Education and Awareness, Personnel Security, Classified Information Technology (ITS) and Programmatic (Information and Industrial) Security programs. Security Administration personnel shall also conduct administrative investigations and inquiries to facilitate resolution of discrepancies in formal reports of investigation. Typical hours of operation for Security Administration functions will be 8:00 a.m. until 4:30 p.m. daily, excluding holidays.

3.7.1 Security Education and Awareness: The Contractor Shall conduct security education and awareness briefings utilizing multi-media technology; included are formal stand-up presentations, computer-based briefings, film, and projection media. The audience will be civil service personnel and contractors as directed by OSPS. Topics will be security policy and procedure as well as special interest briefings.

Performance Indicators: Instructor's feedback results
 Performance Standards: 95 percent favorable
 Methods of Surveillance: Customer Critique Forms

3.7.2 Investigations:

3.7.2.1 Missing Property: The Contractor shall respond to reports of missing property, conduct initial investigations, including personnel interviews, within 2 hours of receipt of the property loss notification, and report preliminary findings to the Installation Chief of Security within 4 hours of initial report or final report of investigation, including findings and recommendations, shall be submitted to the Installation Chief of Security within one duty day of receipt of the property loss notification.

3.7.2.2 Personnel Security Discrepancy Inquiries: The Contractor shall investigate and conduct inquiries into discrepant, incomplete and erroneous information developed through personnel security investigations. Investigative steps shall include personal and telephonic interviews of the subject of the investigation, law enforcement sources, court officials, and clerks. The Contractor shall prepare written reports documenting the investigation and shall include the basis for the investigation, findings, and recommendations which may include formal expansion of the predication investigation.

3.7.2.3 Facility Surveys: Conduct facility security surveys, as approved by Installation Chief of Security and prepare a written report for submission to Installation Chief of Security.

3.7.3 Personnel Security: The Contractor shall support the Center's Personnel Security Program from 8:00-4:30 p.m. Monday-Friday, excluding holidays. The contractor's performance shall be subject to unannounced surveys by the Government to ensure that the Civilian and Contractor customers personnel security matters are processed promptly, expeditiously, and the rights of the individual protected. The Contractor shall:

The Contractor shall process all personnel and suitability investigation requests for civil service personnel within 5 work days of receipt and review completed forms and documentation for accuracy in accordance with applicable policy and guidelines.

The Contractor shall prepare and submit forms to the investigating agency for initiation of Suitability and Security Investigations and conduct credit checks and initiate National Agency checks.

The Contractor shall maintain an investigations tracking and suspense system to facilitate process and budget audit requirements, summarize issues noted in completed reports of investigation and submit case files within 10 working days of receipt to the LaRC adjudication official for resolution (a referral report shall include adjudication recommendations), maintain personnel security files in accordance with applicable directives, coordinate reprinting and submission of unclassifiable fingerprints, and prepare notifications concerning contractor eligibility for ADP, After Hours access, and Personnel Reliability Program (suitability) access.

The Contractor shall maintain personnel security records using a Government-provided LaRC unique automated system and input personnel security records data into the NASA Badge System server and mainframe.

Performance Indicators: Timeliness and Accuracy

Performance Standards: 5 working days for processing of investigations, 10 days for completed investigation reports; minimal errors.

Method of surveillance: Monthly inspection

3.7.4 Classified Information Technology Security (ITS)

Program Support: The Contractor shall develop approximately 20 System Security Plans per year, each within 10 working days of the identification of the requirement. Each System Security Plan shall be prepared in draft form and approved by the classified ITS Manager (CITSM) prior to implementation of the plan. Coordinate the Designated Approving Authority (DAA) and rectification processes through the Center Classified ITS Manager for each system for which classified processing is a requirement. Upon completion of DAA certification, prepare within 5 working days all required instructions and procedures. Conduct approximately 50 periodic evaluations and audits, in conjunction with the system administrator or designee, to ensure specified levels of security are maintained. Prepare and submit to the CITSM a written report documenting findings and recommendations resulting from each audit or system evaluation. Coordinate corrective actions with the Data Processing Installation Information Technology Security Officer and Classified System Security Managers to correct deficiencies discovered during DPI inspections. Ensure that approximately 200 accountable COMSEC items are protected in accordance with National Security Agency, NASA and LaRC policy and receive, issue, store and destroy COMSEC materials; conduct inventories, transfer, and ship COMSEC materials; and conduct in and out COMSEC briefings. Ensure the proper destruction/sanitization of classified magnetic media to include floppy disks, internal and external hard drives and tapes. Inspect and provide verification to Installation Chief of Security to ensure that equipment used for processing classified information is purged of all classified information or otherwise disposed of in accordance with NASA standards.

3.7.5 Programmatic (Information/Industrial) Security Support:

Provide a broad range of Physical, Industrial and Information security support services to selected Aeronautics Program Group organizations. Support a satellite security support office managed by OSPS personnel. Conduct all security tasks in accordance with current NASA and DoD governing directives. Review, prepare and submit to the Task Area Manager, inventory inspection reports, transmittal receipts, processed technical reports and monthly activity letter reports. Receive, control, and maintain classified material from on-site and off-site sources and maintain accountability using SIMS (Security Information Management System), transferring controlled items between program participants. The SIMS shall be backed up daily. Inventory all program information and material and ensure 100 percent accountability. Process program visit requests with the Badge and Pass Office and program officials. Develop and prepare material for classified presentations. Prepare classified items for shipment and transport to appropriate vendors. Operate electronic communications devices (facsimile, data and voice) to meet program requirements. A storage and archive facility shall be maintained and administered. Classified waste shall be destroyed in an on-

site LaRC approved facility. Standard Practices Procedures and Facility Security Operations Plans (FSOP's) shall be reviewed and updated annually for adequacy and accuracy in support of classified research activities. Updates shall be made as required and presented to the Installation Chief of Security for approval. Annual FSOP reviews shall be a part of a formal audit and be annexed to an annual facility status report. Travel plans, courier operations and operations plans shall be evaluated for content, validity and completeness. Provide security support to NASA security inspectors at approximately 20 contractor locations nationwide. Daily, Monday through Friday, excluding holidays, courier classified correspondence and message traffic to and from the LAFB property within 2 hours of notification.

3.8 Special Ordering of Security Services: In response to Government issued delivery orders(See Section G-4 Delivery Orders), the Contractor shall provide the following:

3.8.1 Security Officer Services: This support includes physical security and access control for classified and sensitive unclassified meetings, symposia, workshops, research activities, and a broad range of other Center sponsored events. The Contractor shall provide, within 3 hours of notification, armed or unarmed, security personnel for emergency response requirements. The Contractor shall designate a primary individual point of contact that can be notified of emergency security requirements 24 hours per day. The Contractor shall accept verbal orders for emergency services from the Installation Chief of Security. Written directions will be provided within 3 working days.

3.8.2 Security Systems: This support includes the purchase of security systems and associated equipment installation. Typical systems shall include but not be limited to Access Control, Intrusion Detection, Video Monitoring and Recording and Physical Security systems and devices. The Contractor shall provide the Installation Chief of Security with a schedule of services within 10 working days of receipt of the delivery order.

3.8.3 Ancillary Security Services: This support shall include security research and documentation, special interest presentations and briefings, information collection and analysis and similarly defined tasks in support of OSPS activities. The Contractor shall provide the Installation Chief of Security with an approach to accomplishing the service within 5 working days of receipt of the delivery order.

WORKLOAD ANALYSIS FOR
SECURITY SUPPORT SERVICES

<u>SERVICE</u>	<u>ANNUAL HISTORICAL WORKLOAD</u>
Security Officer response (Intrusion & Fire)	500
Emergency Dispatch Calls	800
Locksmith Services:	
combination lock changes on ~650 security containers	1,000
safe repairs	100
lock changes/repairs	2,000
make keys	1,200
Process and Issue:	
badges	30,000
vehicle decals/passes	25,000
fingerprint cards	1,000
employee security clearances certifications	500
Clearance and Orientation Briefings	70
National Agency Checks	1,000
Background Investigations	125
Electronic Credit Checks	1,200
FBI Name Checks	1,200
Personnel Security Files	6,500

4.0 SCIENTIFIC INFORMATION

The Contractor shall provide technical and administrative services in support of a comprehensive scientific information program. All activities shall be performed in accordance with applicable federal, state, and local regulations. This support includes technical publications support; Technical Library support; photographic laboratory support and archival services; duplicating facility support; graphics services; and video production and archival services. In addition, the Contractor shall also perform all related functions such as work control and scheduling, customer support, development and maintenance of internal operating procedures and systems, data gathering, records maintenance, report preparation, and problem follow-up and resolution. Specific services include the following:

4.1 Technical Publications Support: Provide technical editing and proofreading, typesetting, manuscript preparation, figure preparation and manipulation, and information management services for personnel authoring technical reports, journal articles, and meeting presentations. Work shall be performed in on-site centralized and satellite locations as required.

4.1.1 Technical Editing and Proofreading: Review, edit, rewrite, and prepare for publication manuscripts dealing with advanced technical subject matter in the areas of aeronautical or physical science, mathematical theory, engineering disciplines, and computer science. Ensure reports comply with applicable standards, policies, and procedures. Coordinate all aspects of manuscript production (on-line and hard copy), resolve all questions arising from author review and proofreading, and ensure that printing and distribution requirements are met. The yearly anticipated workload is 60 technical reports (4,900 pages of text and graphics) and 120 journal articles and meeting presentations (3,400 pages of text and graphics). The technical reports must be finished within 10 percent of an estimated time that averages 1 hour per page, and the proof copy must contain no more than 2 editor-caused errors. The journal articles and meeting presentations must all be completed on schedule (often as short as a 4 working hour turnaround time) and must contain no editor-caused errors.

Proofread final manuscripts of technical reports for clarity, grammar, punctuation, spelling, capitalization, usage, and format to ensure compliance with good writing standards and NASA publications standards and policy. Examine final manuscripts for obvious errors and appropriate layout, and compare it with edited draft to assure that it complies with editor's and author's modifications. Facilitate all necessary changes to final manuscript and ensure that manuscript is ready for printing. Ensure that front and back matter are correct and that appropriate restriction notices are properly included, and prepare instructions for printing specialists. Average manuscript deadlines shall be as follows: to editor within 10 working days from assignment; to typesetter within 3 working days from receipt from editor; to author within 2 working days from receipt from typesetter; to printing within 5 working days from receipt from author. Printed reports shall contain no proofreader-caused errors.

4.1.2 Publication Graphics: Produce photographs, illustrations, and drawings appearing in formal NASA reports, journal articles, and meeting presentations. Facilitate production and integration of figures into reports during all phases of report preparation. Create professional quality technical art, scientific figures containing Greek and mathematical notations, and mechanical art for high-resolution color and black & white photographs and illustrations. Multimedia graphics are required for some document projects. Work shall conform to applicable graphics and printing standards. Maintain familiarity with computer graphics software and hardware being used by authors to originate figures; develop capability on software in widest use (three to five illustration programs); convert author-supplied electronic graphics files into formats that can be modified and/or integrated into electronic documents using electronic publishing system. The yearly anticipated

workload is 10,000 graphics and the turnaround time is 10 working days, although there is occasional need for immediate response. A maximum of 5 percent of the work may contain errors at the proof stage. Finished work shall contain no errors.

4.1.3 Editorial Assistance: Process incoming drafts and electronic files from authors for editing and manuscript preparation. All required files shall be in place and ready for use by editors within 5 working days of receipt of report. After publication, archive and prepare files for further electronic distribution. Check reference citations for accuracy and maintain electronic file. Reference lists shall be verified within 20 working days of receipt of report. Total annual volume processed approximates 155 text files, 8,100 graphics files, and 3,500 reference checks.

4.1.4 Research Information: Provide information management services for the Scientific and Technical Publication Program in compliance with applicable standards. Produce on-line products from database records for electronic distribution and print-on-demand processing. Respond to approximately 15 daily phone and e-mail inquiries and requests within 5 minutes. Enter database information within 8 working hours of receipt, with no errors. Assist authors in making their publications available for electronic dissemination. Create files using bibliographic file format for WWW pages. Maintain bibliographic data and publication records for approximately 1,300 documents annually.

4.1.5 Electronic Publishing: Provide electronic publishing support for various research documents such as NASA scientific and technical reports, journal articles, and meeting papers. Document preparation stages range from rough draft to final camera-ready copy and/or electronic file for on-line dissemination and printing on electronic publishing print-on-demand system. Very precise instructions from numerous journal publishers shall be followed. Electronic publishing software packages used include FrameMaker, TeX, Microsoft Word, and WordPerfect on both Unix and Macintosh platforms. Computer files shall be created, modified, transferred, converted, and saved in proper formats on appropriate platforms to allow integration into electronic documents. Maintain proficiency in electronic publishing and typesetting standards and principles. Ensure that the final output meets publication requirements and is error-free. Journal articles and meeting papers shall be completed within 10 working days following receipt; revisions to this work shall be completed within 5 working days following receipt. A total of approximately 500 highly technical documents in various stages of preparation are processed annually with a total page volume of approximately 11,000.

4.2 Technical Library: Provide comprehensive clerical and professional support to a Government equipped facility in the areas of library materials acquisitions, cataloging, database maintenance/enhancement, circulation, material request processing and image production and transmission, data conversion, journal and bindery support, and hypersonics collection support. All work shall be performed in accordance with applicable American Library Association, Library of Congress, Committee on Scientific and Technical Information (COSATI), and NASA and LaRC library practices. Also, the Scientific and Technical Information Library Automation System (STILAS) and other NASA and LaRC unique systems shall be used where applicable.

4.2.1 Acquisitions: Provide all aspects of acquiring approximately 8,000 Government selected Library materials annually. Purchase domestic and foreign books, documents (primarily from Government sources), microforms, audiovisual materials, maps, CD-ROMs, and other electronic materials. This activity is subject to yearly audits by the LaRC's Acquisition Division. Verify compliance with purchase order specifications and prepare all documentation related to acceptance or rejection. All incoming brochures, publishers' catalogs, and announcements for purchasable books and documents shall be disseminated on a daily basis; rush orders shall be processed within 4 working hours and regular orders within 2 working days; claims for undelivered shipments shall be initiated within 20 working days from order date; incoming shipments shall be

processed within 2 working days; and prepayment invoices shall be processed immediately and all other invoices within 5 working days of receipt.

4.2.2 Cataloging: Provide highly specialized descriptive and subject cataloging of approximately 7,000 titles annually using STILAS automated system. Materials to be cataloged include books, journals, documents, videotapes, video disks, computer software, CD-ROMs, maps, manuscripts, theses, Internet resources, and ephemeral materials. Maintain a physical shelf list of all Library holdings. Cataloging shall include 80 percent original and 20 percent copy cataloging from on-line sources. Reconcile any database errors resulting from cataloging. Items shall be made "shelf ready" within 10 working days for original cataloging and 5 working days for copy cataloging. Bibliographic records shall be created with no errors.

4.2.3 Database Maintenance/Enhancement: Maintain a comprehensive bibliographic database consisting of approximately 500,000 titles. Approximately 5 percent of the records require correction annually.

4.2.4 Circulation: Perform circulation duties, stack maintenance, patron database maintenance, inventory control, inventory reshelving and shifting. Perform inventory of the entire collection over the life of the contract on a proportional annual basis. Support the implementation and operation of a library materials security system.

The annual volume of checkouts and check-ins is approximately 35,000 items, the annual volume of holds and recall transactions is approximately 10,000, and the annual volume of overdue and user-privilege-expiration notices is approximately 10,000. All transactions shall be processed within 8 working hours.

4.2.5 Material Request Processing and Image Production and Transmission: Process approximately 30,000 material requests annually. Sort requests and forward those requiring special attention to appropriate personnel. Provide help desk support for on-line users of Library remote information systems. Documents shall be image scanned into standard digital file format and transmitted electronically to requester. Hardcopies shall be used to fill some requests. Requested material shall be processed and sent within 8 working hours of request.

4.2.6 Data Conversion: Provide support to the conversion of the Library card files, project files, and special collections into the library database. Input and maintain digital graphical image databases and composite image/bibliographic/text databases as they are made accessible to users from remote computer sources. Approximately 20,000 items shall be entered annually.

4.2.7 Journal and Bindery Support: Acquire and maintain the Library's journal collection of approximately 1,200 titles. The total annual volume of incoming individual issues approximates 50,000 items. All check-ins of individual issues shall be performed no later than 8 working hours after receipt; all newspapers and journals shall be shelved within 8 working hours after receipt; and all claims shall be processed on a biweekly basis. Prepare and periodically ship for binding approximately 2,500 volumes per year.

4.2.8 Hypersonics Collection: Process and assign identification numbers to approximately 10,000 titles of classified and unclassified hypersonics documentation annually. Release material in accordance with applicable LaRC procedures. Maintain a follow-up system on all documents received which require Center action. Maintain hypersonics distribution list. Coordinate addressee's eligibility to receive material with appropriate LaRC security personnel. Downgrade and destroy selected items in accordance with regulations. Work is performed in a closed area requiring a Secret security clearance for access.

4.3 Photographic Laboratory Support and Archival Services: Provide comprehensive support in a Government equipped facility in the areas of quality control and assurance, film processing, laboratory services, and archiving supporting photographic documentation and data acquisition for events that are often one of a kind. Approximately 450 jobs are received monthly.

Mix multiple chemistries, perform chemical analyses of mixed replenishers and working processor solutions, monitor testing and evaluation equipment (i.e., densitometers, pH meters, sensitometers), monitor 10 film and paper processors and take corrective action to ensure adherence to manufacturers' specifications, harvest silver from fixer and bleach/fix chemical effluents in accordance with Environmental Protection Agency (EPA) and Hampton Roads Sanitation District (HRSD) specifications, and order and maintain an inventory of chemical supplies that comply with manufacturers and Government specifications.

Process color negative film, B&W negative continuous tone film, color reversal movie film, and color transparency film. Annual production includes 2,000 feet and 500 sheets of color reversal film, 5,000 feet and 5,000 sheets of color negative film, 5,000 feet and 1,000 sheets of B&W film, and 5,000 feet of 16mm color motion picture film. For about 5 percent of work, processing parameters shall be customized to compensate for improper exposure conditions or unique test situations. All film processing shall be accomplished within 8 working hours.

Make inter-negatives and copy negatives to produce color and B&W contact prints and enlargements, color laser copies, color and B&W continuous tone slides and viewgraphs, and B&W line-work slides. Annual production includes approximately 60,000 color prints of various sizes, 8,000 B&W prints, 8,000 color viewgraphs, and 3,000 color slides. Approximately 65 percent shall be customized. Approximately 35 percent of color and B&W printing shall have a 2 workday turnaround, with the remainder averaging 5 working days. All slide and viewgraph work shall normally be processed within 8 working hours of receipt; however, urgent requirements require immediate action.

Catalog and enter descriptive data for approximately 14,000 numbered negatives annually. Reconcile and standardize all searchable terms within existing database of approximately 200,000 records. Make digitized images searchable and available at the user's desktop computer.

4.4 Duplicating Facility Support: Provide reproduction, bindery, and distribution services to produce finished documents totaling 600 jobs monthly. Incoming jobs are in one or more of the following forms: hardcopy, network electronic files, and removable electronic media such as floppy or optical disks. All work shall comply with NASA, Joint Committee on Printing (JCP), Government Printing Office, and U.S. Postal Office policies and procedures and with copyright laws. Use Government supplied C-RAMIS database system to manage publication information and maintain records sufficient to respond to specific JCP reporting requirements. Work is performed in a closed area requiring a Secret security clearance for access.

Operate Government supplied equipment according to manufacturers specifications including a DocuTech high-speed electronic print-on-demand system with Job Manager, Print Manager, and Booklet Maker features. Assist with hand folding large engineering drawings and maintain paper stocks that comply with JCP Paper Specification Standards. Approximately 30 percent of all work shall be performed while the customer waits or within same day. The average monthly volume of work for each machine is as follows: 500 duplicating jobs totaling 1,700,000 units; 125 engineering copy machine jobs totaling 33,000 units; 10 color copier jobs totaling 11,500 units. The duplicating facility shall operate on a 12-hour day (6:00 a.m. to 6:00 p.m.) to allow for continuous operation of the DocuTech and high-speed copiers.

Operate and maintain Government supplied bindery equipment with production standards as follows: 4 books per minute on single-head stitcher (2 staples per book), 5 books per minute on multi-head stitcher, 15 75-page books or 7 300-page books per minute on 3-hole paper drill, 8 books per minute on table-top electric stapler, and 15,000 sheets of 11 x 17 inch paper (2 folds) or 18,000 sheets of 8 1/2 x 11 inch paper (letter fold) per hour on table top folder (15 minutes of set up time). The average workload approximates 87,000 units per month.

Assemble and package for distribution approximately 120,000 pieces of material, mostly in small lots. Some hand collating, stapling, and assembly shall be required.

4.5 Graphics Services: Provide design and production of art work for the visual communication of technical and scientific information. The primary tools for production are computer graphic applications. All products shall comply with Center, Agency, technical society, and professional quality graphic standards.

Provide general and specialized graphics in support of traditional and electronic mechanicals for printing, projected visuals, design of exhibits and display elements, multimedia interactive presentations, 3-D modeling, video titling and transitions, design of WWW home pages, and animated sequences. Production requires use of all types of output devices and expertise in file transfer. Annual production averages 14,000 items. Work shall be completed within 8 working hours of receipt while maintaining a minimum accuracy rate of 98 percent. Urgent requirements may necessitate immediate response.

Provide concept, creation, and production of professional quality general and technical art and design products for inclusion in documents, presentations, and exhibits for approximately 12 individual Langley organizations. Annual production averages 27,000 items, and about 35 percent are speaker support visuals, 5 percent display components, and 40 percent technical figures. At least 50 percent of the technical figures are produced as projected visuals as well as print products. Work shall be completed within 8 working hours while maintaining a minimum accuracy rate of 98 percent. Urgent requirements may necessitate immediate response. Top Secret tasks shall be performed in a separate location.

SECTION D - PACKAGING AND MARKING

D.1 REPORTS AND DOCUMENTATION PACKAGING AND MARKING

All reports and other documentation required to be delivered under this contract shall be packaged/packed for mailing/shipment in such a manner as to insure safe arrival at destination. Marking of reports and other documentation shall be as set forth in Exhibit A, Contract Documentation Requirements.

SECTION E - INSPECTION AND ACCEPTANCE

E.1 FINAL INSPECTION AND ACCEPTANCE (LaRC 52.246-94) (OCT 1992)

Final inspection and acceptance of all items specified for delivery under this contract shall be accomplished by the Contracting Officer or his duly authorized representative at destination.

SECTION F - DELIVERIES OR PERFORMANCE

F.1 PERIOD OF PERFORMANCE (NASA 18-52.212-74) (DEC 1988)

The period of performance of this contract shall be from the effective date of the contract through July 31, 1997.

F.2 PLACE(S) OF PERFORMANCE (LaRC 52.212-98) (OCT 1992)

The place(s) of performance shall be NASA, Langley Research Center, Hampton, Virginia; and other sites as required.

F.3 PLACE OF DELIVERY

Delivery of all items shall be f.o.b. NASA Langley Research Center.

SECTION G - CONTRACT ADMINISTRATION DATAG.1 SUBMISSION OF COST AND FEE VOUCHERS FOR PAYMENT
(COST REIMBURSEMENT)

A. Public vouchers for payment of costs and fee shall include a reference to this contract NAS1-96010, your Taxpayer Identification Number and be forwarded to:

NASA Langley Research Center
Attn: Financial Management Division, MS 175
Hampton, VA 23681-0001

This is the designated paying office for cost and fee vouchers for purposes of the Prompt Payment clause of this contract. Cost and fee invoices shall be submitted separately.

B. Monthly cost vouchers shall be submitted for approval through:

DCAA, Rosslyn Branch Office
6800 Versar Center, Room 334
Springfield, VA 22151

C. Award fee and monthly fixed fee vouchers shall be submitted through:

NASA Langley Research Center
Attn: Contracting Officer, MS 126
Hampton, VA 23681-0001

1. Payments of award fee shall be made in response to and in the amount of the Fee Determination Official's written Notice of Award Fee. Payments of award fee are subject to the withholding provisions of the Section I clause entitled "Award Fee for Service Contracts."

2. Payments of fixed fee shall be made in monthly installments based upon the percentage of completion of work as determined by the Contracting Officer and subject to the withholding provisions of the Section I clause entitled "Fixed Fee."

D. The Contractor shall prepare vouchers as follows:

1. One original Standard Form (SF) 1034, SF 1035, or equivalent Contractor's attachment.

2. Three copies of SF 1034A, SF 1035A, or equivalent Contractor's attachment.

3. The Contractor shall mark SF 1034A copies 1, 2, 3 and such other copies as may be directed by the Contracting Officer by insertion in the memorandum block the names and addresses as follows:

- (i) Copy 1 NASA Contracting Officer
- (ii) Copy 2 Accounting Files
- (iii) Copy 3 Contract administration office

E. In the event that amounts are withheld from payment in accordance with provisions of this contract, a separate voucher for the amount withheld will be required before payment for that amount may be made.

G.2 INVOICE PAYMENTS (FIXED PRICE)

A. In accordance with the Section I clause, Payments (FAR 52.232-1) (APR 1984), partial payments will be made by the Government to the Contractor based on receipt of a proper invoice and satisfactory contract performance. Invoices for the firm-fixed-price effort shall be submitted in the amount of \$87,368.94 (the annual negotiated amount for Security Support Services C.3.1-6 divided by 12), on a monthly basis. Invoices for Delivery Orders will be submitted separately after completion of the order.

B. Proper invoice is defined as containing the following items:

1. Name and address of Contractor;
2. Invoice Date;
3. Contract Number and Delivery Order Number as appropriate;
4. Description of service, price and hours (delivery orders only);
5. Name and address of Contractor official to whom payment is to be sent (or proper notice of assignment);

C. The original and three copies of all invoices shall be sent directly to the Contracting Officer for review, approval and transmission to the payment office.

The Contractor shall mark invoice Copies 1, 2, and 3 by insertion in the memorandum block the name and address for the following parties:

Copy (1) NASA Contracting Officer
 Copy (2) Contractor
 Copy (3) NASA COTR

G.3 PAYMENT ADDRESS (LaRC 52.232-93) (SEP 1994)

A. In accordance with the "Prompt Payment" clause, if payment is made by check, the address to which payment should be sent is:

NCI Information Systems, Inc.
8260 Greensboro Drive, Suite 400
McLean, VA 22102
ATTN: Accounts Receivable

B. If payment is made by electronic funds transfer, payment will be forwarded to the financial institution and account identified in the Standard Form 3881 executed by the Contractor.

G.4 DELIVERY ORDERS

A. The services to be provided under Section C.1.5 Carpet Installation and 3.8 Special Ordering of Security Services is subject to the following ordering procedure. From time to time during the term of this contract, the Contracting Officer may issue delivery orders to the Contractor, providing specific information on work to be performed within the scope of the contract. Delivery orders will be issued on a firm fixed price basis on a Optional Form 347 (or a facsimile thereof).

B. Delivery orders shall contain, as a minimum, the following information:

1. Signature of Contracting Officer;
2. Contract number, order number and date;
3. Description of work;
4. Performance metrics;
5. Delivery/performance schedule;
6. Firm fixed price; and
7. Any other necessary information.

C. The Contractor shall acknowledge receipt of each delivery order by signing and returning a copy within 10 calendar days.

G.5 LIST OF INSTALLATION-PROVIDED PROPERTY AND SERVICES
(NASA 18-52.245-77) (MAR 1989)

In accordance with the Installation Provided Government Property clause of this contract, the Contractor is authorized use of the types of property and services listed below, to the extent they are available, while on-site at the NASA installation.

(a) Office space, work area space, utilities and furniture. The Contractor shall use Government telephones for official purposes only.

(b) Existing general- and special-purpose equipment.

(1) Existing equipment to be made available to the Contractor for use in performance of this contract on-site is listed in Exhibit E. The Government retains accountability for this property under the Installation-Provided Government Property clause, regardless of its authorized location.

(2) The Contractor shall not acquire property as a direct cost under this contract, unless expressly authorized by the Contracting Officer. When authorized, this property also shall become accountable to the Government upon its entry into the NASA Equipment Management System (NEMS) in accordance with the property-reporting requirements of this contract.

(3) The Contractor shall advise the Contracting Officer, in writing, before it brings property owned or leased by the Contractor, or other property that the Contractor is accountable for under any other Government contract, on-site for use under this contract.

(c) Publications and blank forms stocked by the installation.

(d) Institutional fire and security protection necessary to protect NASA facilities.

- (e) Medical treatment of a first-aid nature for Contractor personnel injuries or illnesses sustained during on-site duty.
- (f) Cafeteria privileges for Contractor employees during normal operating hours.
- (g) Maintenance of buildings occupied by Contractor personnel.
- (h) Moving and hauling of Government property.
- (i) The responsibilities of the Contractor as contemplated by paragraph (a) of the Installation-Provided Government Property clause are defined in the following property management directives and installation supplements to these Directives:
 - (1) NHB 4200.1, NASA Equipment Management Manual.
 - (2) NHB 4200.2, NASA Equipment Management System (NEMS) User's Guide for Property Custodians.
 - (3) NHB 4300.1, NASA Personal Property Disposal Manual.
 - (4) NHB 4100.1, NASA Materials Inventory Management Manual.

G.6 PROVIDING FACILITIES TO CONTRACTORS

A. In accordance with FAR 45.302-1, it is policy of the Government that Contractors shall furnish all facilities required for performing Government contracts. "Facilities" include real property and plant equipment including personal property such as general purpose off-the-shelf equipment, machine tools, test equipment, furniture and vehicles. "Facilities" do not include material, special test equipment, special tooling or agency-peculiar property.

B. In keeping with the policy set forth in FAR 45.302-1, the Government will not provide NEW "facilities."

C. However, the Government will provide EXISTING facilities as listed in G.4 and Exhibit E. Any of these existing facilities that reach the end of their useful life during the contract period, or which are beyond economical repair, shall be replaced by the Contractor, if the facilities are still needed for contract performance. This does not include these items that are located in Government equipped facilities as identified in the Statement of Work.

G.7 CONTRACT CLOSEOUT (LaRC 52.242-90) (JUN 1988)

A. Reassignment--After receipt, inspection, and acceptance by the Government of all required articles and/or services, and resolution of any pending issues raised during the Period of Performance, this contract will be reassigned to the NASA Langley Research Center Contracting Officer for Contract Closeout. All transactions subsequent to the physical completion of the contract should, therefore, be addressed to the said Contracting Officer at NASA Langley Research Center, Mail Stop 126, who may be reached by telephone at (804) 864-7765.

B. "Quick Closeout"--Paragraph (f) of the Allowable Cost and Payment clause of this contract addresses the "Quick Closeout Procedure" delineated by Subpart 42.7 of the Federal Acquisition Regulation (FAR). It should be understood that the said procedure applies to the settlement of indirect costs for a specific contract in advance of the determination of final indirect cost rates when the

amount of unsettled indirect cost to be allocated to the contract is relatively insignificant. Therefore, the "Quick Closeout" procedure does not preclude the provisions of paragraph (d) of the Allowable Cost and Payment clause nor does it constitute a waiver of final audit of the Contractor's Completion Voucher.

C. Completion Voucher Submittal--Notwithstanding the provisions of the Allowable Cost and Payment clause, as soon as practicable after settlement of the Contractor's indirect cost rates applicable to performance of the contract, the Contractor shall submit a Completion Voucher as required by the aforesaid clause. The Completion Voucher shall be supported by a cumulative claim and reconciliation statement and executed NASA Forms 778, Contractor's Release, and 780, Contractor's Assignment of Refunds, Rebates, Credits, and Other Amounts. Unless directed otherwise by the Contracting Officer for Contract Closeout, the Contractor shall forward the said Completion Voucher directly to the cognizant Government Agency to which audit functions under the contract have been delegated.

G.8 PRECONTRACT COSTS (NASA 18-52.231-70) (JUN 1995)

The Contractor shall be entitled to reimbursement for costs incurred on or after July 15, 1996 in an amount not to exceed \$ 30,557 that, if incurred after this contract had been entered into, would have been reimbursable under this contract.

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 OPTIONS

A. Priced Options/Extended Term

The Contractor hereby grants to the Government options to extend the term of the contract for four additional periods of 12 months each. Such options are to be exercisable by issuance of a unilateral modification no later than 30 calendar days prior to the expiration of the contract. Upon exercise of such option(s) by the Government, the following items will be applicable for each option period.

<u>Item</u>	<u>First Option Period</u>	<u>Second Option Period</u>	<u>Third Option Period</u>	<u>Fourth Option Period</u>
Period of Performance (Ref: F.1)	12 months	12 months	12 months	12 months
ODC Limitation (Ref. B.3)	\$50,000	\$50,000	\$50,000	\$50,000
Estimated Cost (Ref. B.2.A)	\$6,096,947	\$6,125,610	\$6,188,321	\$6,278,016
Award Fee (Ref. B.2.A)	\$274,363	\$275,652	\$278,474	\$282,511

Award Fee Availability (Ref. B.2.B)

8/1/97 - 1/31/98	\$137,181.50			
2/1/98 - 7/31/98	\$ 137,181.50			
8/1/98 - 1/31/99		\$ 137,826		
2/1/99 - 7/31/99		\$ 137,826		
8/1/99 - 1/31/00			\$ 139,237	
2/1/00 - 7/31/00			\$ 139,237	
8/1/00 - 1/31/01				\$ 141,255.50
2/1/01 7/31/01				\$ 141,255.50
Fixed Price (Ref. B.2.C)	\$ 2,565,491	\$ 2,594,169	\$ 2,619,007	\$ 2,636,470
Monthly Fixed Price Invoice (Ref. G.2.A)	\$ 213,790.92	\$ 216,180.75	\$ 218,250.58	\$ 219,705.83
Delivery Orders (Ref. B.1.C and B.2.C) Fully Burdened Fixed Rates:				
Sponsored Events- Armed Security Officer (HL)	\$ 12.27	\$ 12.52	\$ 12.79	\$ 13.11
Emergency Responses- Armed Security Officer (HL)	\$ 12.27	\$ 12.52	\$ 12.79	\$ 13.11
Ancillary Security Services (HL)	\$ 39.44	\$ 39.70	\$ 40.30	\$ 41.31

Carpet Removal (SY)	\$ 1.49	\$ 1.51	\$ 1.53	\$ 1.55
Carpet Installation (SY)	\$ 2.31	\$ 2.32	\$ 2.36	\$ 2.39
Molding Installation (LF)	\$ 1.78	\$ 1.80	\$ 1.82	\$ 1.85

B. Priced Options for Extended Services

The Contractor hereby grants to the Government options to extend the term of the contract for six additional one month periods. Such options are to be exercisable by issuance of a unilateral modification prior to the expiration of the contract. Upon exercise of such option(s) by the Government, the following items will be applicable for each option period. The maximum requirement for the six option periods for Carpet Installation is \$37,500 Section C.3.8.1 Security Officer Services is \$75,000, 3.8.2 Security Systems is \$500,000 and 3.8.3 Ancillary Security Services is \$150,000.

<u>Item</u>	<u>Fifth Option Period</u>	<u>Sixth Option Period</u>	<u>Seventh Option Period</u>	<u>Eighth Option Period</u>	<u>Ninth Option Period</u>	<u>Tenth Option Period</u>
Period of Performance (Ref. F.1)	1 month	1 month	1 month	1 month	1 month	1 month
Estimated Cost (Ref. B.2.A)	\$ 615,226	\$ 481,901	\$ 540,663	\$ 519,105	\$ 503,725	\$ 539,509
ODC Limitation (Ref. B.3)	\$25,000	\$0	\$0	\$0	\$0	\$0
Fixed Fee (Ref. B.2.A)	\$ 24,609	\$ 19,276	\$ 21,627	\$ 20,764	\$ 20,149	\$ 21,580
Fixed Price (Ref. B.2.C)	\$ 862,248	\$ 84,048	\$ 98,223	\$ 93,351	\$ 90,416	\$ 96,804
Delivery Orders (Ref. B.1.C and B.2.C)						
Fully Burdened Fixed Rates:						
Sponsored Events- Armed Security Officer (HL)	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34
Emergency Responses- Armed Security Officer (HL)	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34	\$ 13.34
Ancillary Security Services (HL)	\$ 41.31	\$ 41.31	\$ 41.31	\$ 41.31	\$ 41.31	\$ 41.31

Carpet Removal (SY)	\$1.57	\$1.57	\$ 1.57	\$ 1.57	\$ 1.57	\$1.57
Carpet Installation (SY)	\$ 2.42	\$ 2.42	\$ 2.42	\$ 2.42	\$ 2.42	\$2.42
Molding Installation (LF)	\$ 1.87	\$ 1.87	\$ 1.87	\$ 1.87	\$ 1.87	\$1.87

H.2 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (FAR 52.222-42)
(MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

Employee Class	Monetary Wage
Administrative Clerk	\$ 7.17 - \$8.01
Aircraft Parts Clerk	\$ 9.57
Automotive Mechanic	\$12.25
Automotive Parts Clerk	\$ 9.57
Automotive Service Attendant	\$ 7.17
Badge and Pass Clerk	\$ 8.01
Carpet Installer	\$11.71
Data Entry Operator	\$ 7.14
Freight Traffic Specialist	\$10.65
Illustrator	\$ 8.96 - \$11.10
Inventory Specialist	\$10.65
Library Technician	\$ 8.96 - \$11.10
Locksmith	\$11.16
Mail Messenger	\$ 6.54
Metal Cutter/Burner	\$10.09
Packer/Shipper	\$10.09
Photographic Lab Technician	\$11.10
Photographic Lab QC Specialist	\$11.10
QA Lab Technician	\$11.10
Quality Inspector	\$11.10
Receiving Clerk	\$ 9.02
Reproduction/Packaging Machine Operator	\$ 8.01
Telephone Operator	\$ 8.96
Tool Crib Attendant	\$ 9.57
Security Dispatcher	\$ 8.01
Security Officer	\$ 7.14
Stock Clerk	\$ 9.57
Supply Cataloger	\$ 9.99
Truck Driver, Heavy	\$10.65
Truck Driver, Medium	\$10.09
Truck Driver, Helper/Furniture Mover	\$ 8.84
Vehicle Scheduler	\$ 7.14

Warehouseman/Forklift Operator	\$ 9.57
Word Processor	\$ 6.54

FRINGE BENEFITS

- Annual Leave - Receives 13 days paid leave for service up to 3 years; 20 days for 3 to 15 years service; and 26 days for 15 years service or over.
- Sick Leave - Receives 13 days paid leave per year.
- Holidays - Receives 10 paid holidays per year.
- Health Insurance - Government pays up to 60% of health insurance.
- Group Life Insurance - Government pays two-thirds of life insurance rate premiums.
- Retirement - The Government provides three retirement plans identified as the Civil Service Retirement System (CSRS), the Federal Employees Retirement System (FERS), and the CSRS Offset. Under the CSRS, the Government contributes 7% of the employees' base pay towards the retirement benefit and 1.45% towards Medicare. Under the FERS, the Government contributes 11.4% of the employees' base pay towards a basic benefit plan, 6.2% to Social Security, 1.45% towards Medicare, and 1% (plus matching contributions of up to 4% of basic pay, depending on employees' contributions) to a thrift savings plan. Under the CSRS Offset, the Government contributes 0.8% of the employees' base pay towards the retirement benefit, 6.2% to Social Security, and 1.45% towards Medicare.

Part-time Federal employees receive pro rata annual leave, sick leave, holiday leave, health insurance, and group life insurance benefits based on the number of hours worked.

H.3 LIMITATION OF FUNDS (FIXED-PRICE) (NASA 18-52.232-77) (MAR 1989)

- (a) Of the total price of this contract, the sum of \$893,434 is presently available for payment and allotted to this contract. It is anticipated that from time to time additional funds will be allocated to the contract.
- (b) The Contractor agrees to perform or have performed work on the items specified in paragraph (a) above up to the point at which, if this contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause would, in the exercise of reasonable judgment by the Contractor, approximate the total amount at the time allotted to the contract. The Contractor is not obligated to continue performance of the work beyond such point. The Government is not obligated in any event to pay or reimburse the Contractor more than the amount from time to time allotted to the contract, anything to the

contrary in the Termination for Convenience of the Government clause notwithstanding.

(c)(1) It is contemplated that funds presently allotted to this contract will cover the work to be performed until August 31, 1996. (2) If funds allotted are considered by the Contractor to be inadequate to cover the work to be performed until that date, or an agreed date substituted for it, the Contractor shall notify the Contracting Officer in writing when within the next 60 days the work will reach a point at which, if the contract is terminated pursuant to the Termination for Convenience of the Government clause of this contract, the total amount payable by the Government (including amounts payable for subcontracts and settlement costs) pursuant to paragraphs (f) and (g) of that clause will approximate 75 percent of the total amount then allotted to the contract.

(3)(i) The notice shall state the estimated date when the point referred to in subparagraph (2) above will be reached and the estimated amount of additional funds required to continue performance to the date specified in subparagraph (1) above, or an agreed date substituted for it. (ii) The Contractor shall, 60 days in advance of the date specified in subparagraph (1) above, or an agreed date substituted for it, advise the Contracting Officer in writing as to the estimated amount of additional funds required for the timely performance of the contract for a further period as may be specified in the contract or otherwise agreed to by the parties. (4) If, after the notification referred to in subdivision (3)(ii) above, additional funds are not allotted by the date specified in subparagraph (1) above or an agreed date substituted for it, the Contracting Officer shall, upon the Contractor's written request, terminate this contract on that date or on the date set forth in the request, whichever is later, pursuant to the Termination for Convenience of the Government clause.

(d) When additional funds are allotted from time to time for continued performance of the work under this contract, the parties shall agree on the applicable period of contract performance to be covered by these funds. The provisions of paragraphs (b) and (c) above shall apply to these additional allotted funds and the substituted date pertaining to them, and the contract shall be modified accordingly.

(e) If, solely by reason of the Government's failure to allot additional funds in amounts sufficient for the time by performance of this contract, the Contractor incurs additional costs or is delayed in the performance of the work under this contract, and if additional funds are allotted, an equitable adjustment shall be made in the price or prices (including appropriate target, billing, and ceiling prices where applicable) of the items to be delivered, or in the time of delivery, or both.

(f) The Government may at any time before termination, and, with the consent of the Contractor, after notice of termination, allot additional funds for this contract.

(g) The provisions of this clause with respect to termination shall in no way be deemed to limit the rights of the Government under the default clause of this contract. The provisions of this Limitations of Funds clause are limited to the work on and allotment of funds for the items set forth in paragraph (a) above. This clause shall become inoperative upon the allotment of funds for the total price of said work except for rights and obligations then existing under this clause.

(h) Nothing in this clause shall affect the right of the Government to terminate this contract pursuant to the Termination for Convenience of the Government clause of this contract.

H.4 KEY PERSONNEL AND FACILITIES (NASA 18-52.235-71) (MAR 1989)

(a) The personnel and/or facilities listed below (or specified in the Contract Schedule) are considered essential to the work being performed under this contract. Before removing, replacing, or diverting any of the listed or specified personnel or facilities, the Contractor shall (1) notify the Contracting Officer reasonably in advance and (2) submit justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this contract.

(b) The Contractor shall make no diversion without the Contracting Officer's written consent; provided, that the Contracting Officer may ratify in writing the proposed change, and that ratification shall constitute the Contracting Officer's consent required by this clause.

(c) The list of personnel and/or facilities (shown below or as specified in the Contract Schedule) may, with the consent of the contracting parties, be amended from time to time during the course of the contract to add or delete personnel and/or facilities.

Contract Manager

H.5 PROCUREMENT AUTHORITY (201-39.5202-3) (OCT 90 FIRMR)

This acquisition is being conducted under a specific acquisition delegation of GSA's exclusive procurement authority for FIP resources. The specific GSA DPA case number is JTD-236.

H.6 CONTRACTOR EMPLOYEE'S SECURITY CLEARANCE (LaRC 52.204-90) (OCT 1992)

By virtue of their particular work assignment, certain Contractor employees, may be required to have a security clearance granted in accordance with National Industrial Security Program Operating Manual (NISPOM). Clearances will be issued by the Department of Defense (DOD). Within 10 working days after an employee is identified by the Government and/or the Contractor as requiring a SECRET, confidential, or top security clearance, the Contractor shall submit to the Contracting Officer evidence of the submittal of a request for clearance to DOD for such employee. If the clearance for an employee has not been issued by DOD within 150 calendar days of the submittal of the request for clearance to DOD, the Contractor may be required to remove the employee from the contract.

H.7 NATIONAL AGENCY CHECK (NAC)

A. All Contractor employees must as a minimum have a favorable adjudicated NAC. The NAC is not required if an employee has a Confidential or higher security clearance. When it is necessary for an employee to perform work prior to completion of the NAC, the employee may be escorted while at the site by an individual who has a favorable NAC or a higher level of investigation favorably adjudicated, or a Confidential or higher security clearance or as otherwise approved by the Security Officer. Employees may access NASA ADP equipment prior to completion of the NAC only as approved by the Office of Security and Public Safety (OSPS) on a case-by-case basis.

B. The Contractor shall provide verification of a completed, favorably adjudicated NACI-C investigation, or equivalent, completed within the most recent 5 year period as a prerequisite for ADP, after hours, key issue or other accesses requiring a suitability investigation.

H.8 OBSERVATION OF REGULATIONS, IDENTIFICATION AND UNIFORM REQUIREMENTS OF CONTRACTOR EMPLOYEES

A. Observation of Regulations--In performance of that part of the contract work which may be performed at Langley Research Center or other Government installation, the Contractor shall require its employees to observe the rules and regulations as prescribed by the authorities at Langley Research Center or other installation.

B. Identification Badges--At all times while on LaRC property, the Contractor shall require its employees, subcontractors and agents to wear badges which will be issued by the NASA Contract Badge and Pass Office, located at 1 Langley Boulevard (Building No. 1228). Badges shall be issued only between the hours of 6:30 a.m. and 4:30 p.m., Monday through Friday. Contractors will be held accountable for these badges, and may be required to validate outstanding badges on an annual basis with the NASA LaRC Security Office. Immediately after employee termination or contract completion, badges shall be returned to the NASA Contract Badge and Pass Office.

C. Uniforms--Security personnel uniform requirements are defined in Exhibit H of this contract. All other personnel shall dress appropriately in accordance with industry standards.

H.9 INFORMATION TECHNOLOGY SECURITY (ITS) PROGRAM/EMPLOYEE NATIONAL AGENCY CHECK (NAC) AND USER AGREEMENT EXECUTION

A. In addition to complying with any functional and technical security requirements set forth in the schedule and the clauses of this contract, the Contractor shall initiate personnel screening checks and obtain user responsibility agreements, as required by this clause, for each Contractor employee requiring unescorted or unsupervised physical access or electronic access to designated limited or controlled areas, systems, programs and data.

B. The Contractor shall submit a personnel security questionnaire (NASA Form 531, Name Check Request, for National Agency Check (NAC) investigations and Standard Form 85P, Questionnaire for Public Trust Positions, for specified sensitive positions) and a Fingerprint Card (FD-258 with NASA overprint in Origin Block) to the installation Security Officer for each Contractor employee who requires access. The required forms may be obtained from the installation security office. Employees may have finger-prints taken at the NASA Contract Badge and Pass Office, located at 1 Langley Boulevard (Building No. 1228), only between the hours of 6:30 a.m. and 4:30 p.m., Monday through Friday, or at any police department.

1. Approximately 75 days are required to complete a NAC after submission of the forms NF 531 and FD-258 to the investigative agency. Several months may be required for completion of more complex personnel screening investigations. Preemployment screening will be considered on a case by case

basis. Background screening may not be required for employees with recent or current Federal Government investigations.

2. When employee access is necessary prior to completion of personnel screening, each Contractor employee requiring access may be considered for escorted access by the Installation Security Officer who will establish the eligibility of proposed escorts.

C. The Contractor shall ensure that each Contractor employee requiring access executes any user responsibility agreements required by the Government prior to access. The Contractor shall provide signed copies of the agreements to the installation Security Officer for inclusion in the employee's security file. Unauthorized access is a violation of law and punishable under the provisions of 18 U.S.C. 1029, 18 U.S.C. 1030 and other applicable statutes.

D. The Contractor shall insure that all Contractor personnel execute a user agreement, Form No. ACD N-865, Responsibilities of Users of the NASA/LaRC Central Scientific Computer Complex, and any other forms that may be required by the Government prior to having access to NASA ADP resources. Unauthorized access to and/or use of LaRC computing systems is a violation of law and punishable under the provisions of 18 USC 1029, 18 USC 1030, and other applicable statutes.

E. The Contractor shall notify the installation ITS Manager no later than the end of the day of the termination for cause of an authorized employee's access. The Contractor shall notify the ITSM no later than 10 days after an authorized employee no longer requires access for any other type of termination. Verbal notifications shall be confirmed in writing within 30 days.

F. The Contractor shall incorporate this clause in all subcontracts where the requirements identified in paragraph (a) of this clause are applicable to performance of the subcontract.

H.10 INCORPORATION OF REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFEROR BY REFERENCE

Pursuant to FAR 15.406-1(b), the completed Representations, Certifications and Other Statements of Offeror dated May 15, 1996 is hereby incorporated herein by reference.

H.11 VIRGINIA AND LOCAL SALES TAXES (LaRC 52.229-92) (APR 1992)

To perform this contract, the Contractor must be knowledgeable of relevant state and local taxes when making purchases of tangible personal property. The Contractor shall refrain from paying nonapplicable taxes or taxes where an exemption exists, but shall pay applicable taxes that are reimbursable pursuant to FAR 31.205-41, Taxes. Even though title to property purchased under this contract may pass to the Government and the price is reimbursable under contract cost principles, such transactions do not in themselves provide tax immunity to the Contractor. Therefore, within 30 days after the effective date of this contract, the Contractor shall request from the Virginia State Tax Commission a ruling on any tax exemptions that may be applicable to purchases made under this contract. The Contractor shall provide all facts relevant to the situation and shall pursue

an interpretation of the law that is most favorable to both the Contractor and the Government.

H.12 MANAGEMENT AND PROTECTION OF DATA

During the performance of this contract, the Contractor will have access to proprietary data, including trade secrets and commercial or financial data of other companies and to Government information which is sensitive or subject to the Privacy Act and 5 CFR Part 297. The Contractor agrees to protect such data from unauthorized release or disclosure and agrees to use or disclose such data only to the extent necessary to perform the work required under the contract with emphasis on restricting the data to employees having a bonafide need to know. Notwithstanding the protection of data requirements elsewhere in the contract, the Contractor shall require employees, prior to their having access to sensitive information, to execute a non-disclosure statement. The type of data protected shall include information marked Limited Exclusive Rights Data (LERD), For Early Domestic Dissemination (FEDD), International Traffic in Arms Regulations (ITAR) or with any other restrictive covenant. The employees will be required to certify as to their citizenship and immigration status. In addition, the Government has the right to perform periodic inspections of the Contractor's work site, technical capabilities and operations for the purpose of ensuring continued efficacy and efficiency of safeguards against threats and hazards to data security, integrity and confidentiality.

H.13 CONSENT TO SUBCONTRACT

Notwithstanding the provisions of FAR 52.244-2, Subcontracts (Cost Reimbursement and Letter Contracts) (JUL 1985) Alternate 1 (APR 1985) and FAR 52.244-1, Subcontracts (Fixed-Price Contracts) (FEB 1995) Alternate I (APR 1994), the Contractor shall obtain the Contracting Officer's consent before award of a subcontract exceeding \$25,000.

H.14 OPTION TO PURCHASE CONTRACTOR-PROVIDED VEHICLES AND EQUIPMENT

At the end of the contract period of performance, the Contractor grants the Government options for the following: (1) The Contractor agrees to sell any Contractor-owned property used in performance of this contract to a successor Contractor at its depreciated value based on the Contractor's depreciation schedule; or (2) The Contractor agrees to sell any Contractor-owned property used in performance of this contract to the Government at its depreciated value based on the Contractor's depreciation schedule; or (3) The Contractor agrees to utilize the depreciated property on a follow-on contract if the Contractor is the successor Contractor; or (4) The Contractor agrees to sell the property for fair market value within 120 days after the end of the period of performance and will credit the contract for the amount of any excess of the sale price minus the depreciated value and selling expenses. The Government may exercise one of the above options by unilateral modification issued to the Contractor not later than 30 days after the end of the contract period of performance.

H.15 ADVANCE AGREEMENT ON INDIRECT RATE(S) (LaRC 52.231-90)
(JUN 1988)

A. Notwithstanding the provisions of the Section I clause entitled "Allowable Cost and Payment," the Contractor will be reimbursed at the indirect ceiling rates specified below or the actual rates, whichever are less, for each of the Contractor's fiscal years applicable to this contract. The Contractor's fiscal year is Jan 1 - Dec 31. Any costs that are not reimbursed due to the ceilings shall be deemed unallowable costs. These unallowable costs shall not be recovered under this or any other Government contract.

<u>Indirect Cost Pool</u>	<u>Applicable Contract Period</u>	<u>Ceiling Percentage</u>	<u>Allocation Base</u>
G&A	Award to 12/31/96		
G&A	1/1/97 to 12/31/97	Deleted 14 CFR 1206.300 (b) (4)	Deleted 14 CFR 1206.300 (b) (4)
G&A	1/1/98 to 12/31/01		

B. The above rate ceilings are predicated upon the bases listed above and the accounting practices and accounting system in effect on July 3, 1996. If the Contractor changes its accounting practices or accounting system in any way, the Contractor will immediately notify the Government. Within 30 days of such change the Contractor shall present to the Contracting Officer information that demonstrates that the change will not impact the allowable cost computed using the above rates or shall submit a proposal for adjustment of the ceilings so that the total costs allowable will not exceed the total costs that would have been allowable had the Contractor not changed its accounting practices or accounting system. In the event that the parties cannot agree on new ceilings using the Contractor's new accounting practices or system and the Contractor does not agree to return to the previous accounting practices and system, the Contracting Officer may equitably adjust the ceilings.

H.16 CONTRACT ADJUSTMENTS ASSOCIATED WITH CHANGES IN WORKLOAD
QUANTITIES - ADVANCED AGREEMENT

A. At any time during the contract term, the estimated workload quantities stated in Section C Statement of Work are subject to variations. If workload quantities increase or decrease more than 10% from those quantities set forth in Section C, negotiations for an equitable adjustment may be initiated. Within 20 business days after the end of each six month period, the Contractor shall submit to the Contracting Officer a comparison of workload quantities that deviates plus

or minus 10% from those quantities identified in Section C with the associated cost impact, if any. Along with this comparison, the Contractor can present evidence and request consideration for additional available award fee provided the increase in workload was experienced at no fault of the Contractor. The ratio of award fee pool adjustment to the cost adjustment must be equal to or less than the ratio of the award fee pool for the estimated cost in the contract.

B. Conversely, the Contracting Officer may make a downward adjustment in the available award fee (equal to the ratio for the award fee pool to the estimated cost in the contract) when the net actual cost associated a decrease of more than 10% below the workload quantities identified in Section C is experienced. At the Contracting Officer's discretion, an adjustment may include consideration of efficiencies in the Contractor's performance, including productivity improvements.

C. Adjustment to the contract price shall be made semi-annually and only for that portion of any increase or decrease in the total workload which exceeds 10%.

PART II - CONTRACT CLAUSES

SECTION I - CONTRACT CLAUSES

I.1 LISTING OF CLAUSES INCORPORATED BY REFERENCE:

NOTICE: The following solicitation provisions and/or contract clauses pertinent to this section are hereby incorporated by reference. **BOLD CLAUSES ARE APPLICABLE ONLY TO THE FIRM FIXED PRICE CARPET INSTALLATION, SECTION C.1.5 AND SECURITY SERVICES, SECTION C.3.1-9 OF THIS CONTRACT. ASTERISK CLAUSES ARE APPLICABLE ONLY TO THE COST REIMBURSEMENT EFFORT OF THIS CONTRACT.**

FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSES

<u>CLAUSE NUMBER</u>	<u>TITLE AND DATE</u>
52.202-1	Definitions (SEP 1991)
52.203-1	Officials Not to Benefit (APR 1984)
52.203-3	Gratuities (APR 1984)
52.203-5	Covenant Against Contingent Fees (APR 1984)
52.203-6	Restrictions on Subcontractor Sales to the Government (JUL 1995)
52.203-7	Anti-Kickback Procedures (JUL 1995)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (SEP 1990)
52.204-2	Security Requirements (APR 1984)
52.204-4	Printing/Copying Double-Sided on Recycled Paper (MAY 1995)
52.207-3	Right of First Refusal of Employment (NOV 1991)
52.208-8	Helium Requirement Forecast and Required Sources for Helium (FEB 1995)
52.209-6	Protecting the Government's Interest when Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (JUL 1995)
52.211-5	New Material (MAY 1995)

52.211-7 Other Than New Material, Residual Inventory and Former
 Government Surplus Property (MAY 1995)
 52.211-15 Defense Priority and Allocation Requirements (SEP 1990)
 52.215-2 Audit and Records - Negotiation (OCT 1995)
 52.215-22 Price Reduction for Defective Cost or Pricing Data (OCT 1995)
 52.215-24 Subcontractor Cost or Pricing Data (OCT 1995)
 52.215-26 Integrity of Unit Prices (OCT 1995)
 52.215-27 Termination of Defined Benefit Pension Plans (MAR 1996)
 52.215-31 Waiver of Facilities Capital Cost of Money (SEP 1987)
 52.215-33 Order of Precedence (JAN 1986)
 52.215-39 Reversion or Adjustment of Plans for Postretirement Benefits
 Other Than Pensions (MAR 1996)
 52.215-40 Notification of Ownership Changes (FEB 1995)
 *52.216-7 Allowable Cost and Payment (JUL 1991)
 *52.216-8 Fixed Fee (APR 1984)
 52.219-8 Utilization of Small Business Concerns and Small Disadvantaged
 Business Concerns (FEB 1990)
 52.219-13 Utilization of Women-Owned Small Businesses (AUG 1986)
 52.219-14 Limitations on Subcontracting (JAN 1991)
 52.222-1 Notice to the Government of Labor Disputes (APR 1984)
 52.222-3 Convict Labor (APR 1984)
 52.222-4 Contract Work Hours and Safety Standards Act - Overtime
 Compensation (JUL 1995)
 52.222-26 Equal Opportunity (APR 1984)
 52.222-28 Equal Opportunity Preaward Clearance of Subcontracts
 (APR 1984)
 52.222-35 Affirmative Action for Special Disabled and Vietnam Era
 Veterans (APR 1984)
 52.222-36 Affirmative Action for Handicapped Workers (APR 1984)
 52.222-37 Employment Reports on Special Disabled Veterans and
 Veterans of the Vietnam Era (JAN 1988)
 52.222-43 Fair Labor Standards Act and Service Contract Act - Price
 Adjustment (Multiple Year and Option Contracts) (MAY 1989)
 52.223-2 Clean Air and Water (APR 1984)
 52.223-3 Hazardous Material Identification and Material Safety
 Data (NOV 1991) Alternate I (JUL 1995)
 52.223-6 Drug-Free Workplace (JUL 1990)
 52.223-10 Waste Reduction Program (MAY 1995)
 52.223-14 Toxic Chemical Release Reporting (OCT 1995)
 52.225-1 Buy American Certificate (DEC 1989)
 52.225-11 Restrictions on Certain Foreign Purchases (MAY 1992)
 52.227-1 Authorization and Consent (JUL 1995)
 52.227-2 Notice and Assistance Regarding Patent and Copyright
 Infringement (APR 1984)
 52.227-3 Patent Indemnity (APR 1984)
 52.227-14 Rights in Data - General (JUN 1987) -- as modified by NASA
 FAR Supplement 18-52.227-14
 52.228-5 Insurance - Work on a Government Installation (SEP 1989)
 *52.228-7 Insurance - Liability to Third Persons (MAR 1996)
 52.229-3 Federal, State and Local Taxes (JAN 1991)
 52.232-1 Payments (APR 1984)
 52.232-8 Discounts for Prompt Payment (APR 1989)
 52.232-9 Limitation on Withholding of Payments (APR 1984)

52.232-17	Interest (JAN 1991)
*52.232-22	Limitation of Funds (APR 1984)
52.232-23	Assignment of Claims (JAN 1986)
52.232-28	Electronic Funds Transfer Payment Methods (APR 1989)--as modified by NASA FAR Supplement 18-32.908
52.233-1	Disputes (OCT 1995) Alternate I (DEC 1991)
52.233-3	Protest After Award (OCT 1995) Alternate I (JUN 1985)
52.237-2	Protection of Government Buildings, Equipment and Vegetation (APR 1984)
52.237-3	Continuity of Services (JAN 1991)
*52.242-1	Notice of Intent to Disallow Costs (APR 1984)
52.242-3	Penalties for Unallowable Costs (OCT 1995)
52.242-15	Stop-Work Order (AUG 1989)
*52.242-15	Stop-Work Order (AUG 1989) Alternate I (APR 1984)
52.243-1	Changes--Fixed-Price (AUG 1987)
*52.243-2	Changes - Cost-Reimbursement (AUG 1987) Alternate I (APR 1984)
52.244-1	Subcontracts (Fixed-Price Contracts) (FEB 1995)-- Alternate I (APR 1984)
*52.244-2	Subcontracts (Cost-Reimbursement and Letter Contracts) (MAR 1996) Alternate I (APR 1984)
52.244-5	Competition in Subcontracting (JAN 1996)
52.245-1	Property Records (APR 1984)
52.245-2	Government Property (Fixed-Price Contracts) (DEC 1989) Alternate I (APR 1984) (Deviation) (JUL 1995)
*52.245-5	Government Property (Cost-Reimbursement, Time-and-Material, or Labor-Hour Contracts) (JAN 1986)
*52.246-3	Inspection of Supplies - Cost-Reimbursement (APR 1984)
52.246-4	Inspection of Services--Fixed-Price (FEB 1992)
*52.246-5	Inspection of Services - Cost-Reimbursement (APR 1984)
52.246-16	Responsibility for Supplies (APR 1984)
*52.246-25	Limitation of Liability - Services (APR 1984)
52.248-1	Value Engineering (MAR 1989)
52.249-2	Termination for Convenience of the Government (Fixed-Price) (APR 1984)
*52.249-6	Termination (Cost-Reimbursement) (MAY 1986)
52.249-8	Default (Fixed-Price Supply and Service) (APR 1984)
*52.249-14	Excusable Delays (APR 1984)
*52.251-1	Government Supply Sources (APR 1984)
52.253-1	Computer Generated Forms (JAN 1991)

NASA FAR SUPPLEMENT (48 CFR CHAPTER 18) CLAUSES

<u>CLAUSE NUMBER</u>	<u>TITLE AND DATE</u>
18-52.212-70	Notice of Delay (DEC 1988)
*18-52.216-75	Payment of Fixed Fee (DEC 1988)
*18-52.216-89	Allowable Cost and Payment (APR 1994)
18-52.219-74	Use of Rural Area Small Businesses (SEP 1990)
18-52.219-76	NASA Small Disadvantaged Business Goal (JUL 1991)
18-52.223-70	Safety and Health (SEP 1993)
18-52.228-75	Minimum Insurance Coverage (OCT 1988)
18-52.237-70	Emergency Evacuation Procedures (DEC 1988)
18-52.237-71	Pension Portability (NOV 1994)

18-52.242-70 Technical Direction (SEP 1993)
 18-52.242-72 Observance of Legal Holidays (AUG 1992)--Alternate I
 (SEP 1989)
 18-52.242-73 NASA Contractor Financial Management Reporting (APR 1994)
 18-52.245-70 Acquisition of Centrally Reportable Equipment (MAR 1989)
 18-52.245-71 Installation-Provided Government Property (MAR 1989)

I.2 CLAUSES IN FULL TEXT

The clauses listed below follow in full text:

52.252-2 Clauses Incorporated by Reference (JUN 1988)
 52.203-9 Requirement for Certificate of Procurement Integrity -
 Modification (SEP 1995)
 52.203-12 Limitation on Payments to Influence Certain Federal
 Transactions (JAN 1990)
 52.219-17 Section 8(a) Award (FEB 1990)
 52.222-2 Payment for Overtime Premiums (JUL 1990)
 52.222-41 Service Contract Act of 1965, as Amended (MAY 1989)
 52.225-3 Buy American Act - Supplies (JAN 1994)
 52.232-25 Prompt Payment (MAR 1994)
 52.242-13 Bankruptcy (JUL 1995)
 52.252-6 Authorized Deviations in Clauses (APR 1984)
 18-52.204-75 Security Classification Requirements (SEP 1989)
 18-52.216-76 Award Fee for Service Contracts (SEP 1993)
 18-52.245-73 Financial Reporting of Government-Owned/Contractor-Held
 Property (JUL 1994)

I.3 CLAUSES INCORPORATED BY REFERENCE (FAR 52.252-2) (JUN 1988)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

I.4 REQUIREMENT FOR CERTIFICATE OF PROCUREMENT INTEGRITY--MODIFICATION (FAR 52.203-9) (SEP 1995)

- (a) Definitions. The definitions set forth in FAR 3.104-4 are hereby incorporated in this clause.
 (b) The Contractor agrees that it will execute the certification set forth in paragraph (c) of this clause when requested by the contracting officer in connection with the execution of any modification of this contract.
 (c) Certification. As required in paragraph (b) of this clause, the officer or employee responsible for the modification proposal shall execute the following certification. The certification in paragraph (c)(2) of this clause is not required for a modification which procures commercial items.

CERTIFICATE OF PROCUREMENT INTEGRITY--MODIFICATION (SEP 1995)

(1) I, Charles K. Narang, President,

[Name of certifier]

am the officer or employee responsible for the preparation of this modification proposal and hereby certify that, to the best of my knowledge and belief, with the

exception of any information described in this certification, I have no information concerning a violation or possible violation of subsections 27(a), (b), (d), or (f) of the Office of Federal Procurement Policy Act, as amended* (41 U.S.C. 423), (hereinafter referred to as "the Act"), as implemented in the FAR, occurring during the conduct of this procurement

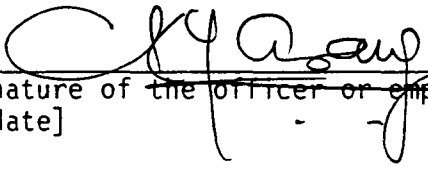
NAS1-96010
(contract and modification number).

(2) As required by subsection 27(e)(1)(B) of the Act, I further certify that, to the best of my knowledge and belief, each officer, employee, agent, representative, and consultant of NCT Information Systems Inc.

[Name of Offeror]

who has participated personally and substantially in the preparation or submission of this proposal has certified that he or she is familiar with, and will comply with, the requirements of subsection 27(a) of the Act, as implemented in the FAR, and will report immediately to me any information concerning a violation or possible violation of subsections 27(a), (b), (d), or (f) of the Act, as implemented in the FAR, pertaining to this procurement.

(3) Violations or possible violations: (Continue on plain bond paper if necessary and label Certificate of Procurement Integrity--Modification (Continuation Sheet), ENTER NONE IF NONE EXIST) NONE


[Signature of the officer or employee responsible for the modification proposal and date] 7/3/96

Charles K. Narang, President

[Typed name of the officer or employee responsible for the modification proposal]

*Subsections 27(a), (b), and (d) are effective on December 1, 1990.
Subsection 27(f) is effective on June 1, 1991.

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER TITLE 18, UNITED STATES CODE, SECTION 1001.

(End of certification)

(d) In making the certification in paragraph (2) of the certificate, the officer or employee of the competing Contractor responsible for the offer or bid, may rely upon a one-time certification from each individual required to submit a certification to the competing Contractor, supplemented by periodic training. These certifications shall be obtained at the earliest possible date after an individual required to certify begins employment or association with the Contractor. If a Contractor decides to rely on a certification executed prior to suspension of Section 27 (i.e., prior to December 1, 1989), the Contractor shall ensure that an individual who has so certified is notified that Section 27 has

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been reinstated. These certifications shall be maintained by the Contractor for a period of 6 years from the date a certifying employee's employment with the company ends or, for an agency, representative, or consultant, 6 years from the date such individual ceases to act on behalf of the Contractor.

(e) The certification required by paragraph (c) of this clause is a material representation of fact upon which reliance will be placed in executing this modification.

I.5 LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (FAR 52.203-12) (JAN 1990)

(a) Definitions.

"Agency," as used in this clause, means executive agency as defined in 2.101.

"Covered Federal action," as used in this clause, means any of the following Federal actions:

- (1) The awarding of any Federal contract.
- (2) The making of any Federal grant.
- (3) The making of any Federal loan.
- (4) The entering into of any cooperative agreement.
- (5) The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

"Indian tribe" and "tribal organization," as used in this clause, have the meaning provided in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B) and include Alaskan Natives.

"Influencing or attempting to influence," as used in this clause, means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any covered Federal action.

"Local government," as used in this clause, means a unit of government in a State and, if chartered, established, or otherwise recognized by a State for the performance of a governmental duty, including a local public authority, a special district, an intrastate district, a council of governments, a sponsor group representative organization, and any other instrumentality of a local government.

"Officer or employee of an agency," as used in this clause, includes the following individuals who are employed by an agency:

(1) An individual who is appointed to a position in the Government under title 5, United States Code, including a position under a temporary appointment.

(2) A member of the uniformed services, as defined in subsection 101(3), title 37, United States Code.

(3) A special Government employee, as defined in section 202, title 18, United States Code.

(4) An individual who is a member of a Federal advisory committee, as defined by the Federal Advisory Committee Act, title 5, United States Code appendix 2.

"Person," as used in this clause, means an individual, corporation, company, association, authority, firm, partnership, society, State, and local government, regardless of whether such entity is operated for profit, or not for profit. This term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Reasonable compensation," as used in this clause, means, with respect to a regularly employed officer or employee of any person, compensation that is

consistent with the normal compensation for such officer or employee for work that is not furnished to, not funded by, or not furnished in cooperation with the Federal Government.

"Reasonable payment," as used in this clause, means, with respect to professional and other technical services, a payment in an amount that is consistent with the amount normally paid for such services in the private sector.

"Recipient," as used in this clause, includes the Contractor and all subcontractors. This term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Regularly employed," as used in this clause, means, with respect to an officer or employee of a person requesting or receiving a Federal contract, an officer or employee who is employed by such person for at least 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person for receipt of such contract. An officer or employee who is employed by such person for less than 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person shall be considered to be regularly employed as soon as he or she is employed by such person for 130 working days.

"State," as used in this clause, means a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, a territory or possession of the United States, an agency or instrumentality of a State, and multi-State, regional, or interstate entity having governmental duties and powers.

(b) Prohibitions.

(1) Section 1352 of title 31, United States Code, among other things, prohibits a recipient of a Federal contract, grant, loan, or cooperative agreement from using appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract; the making of any Federal grant; the making of any Federal loan; the entering into of any cooperative agreement; or the modification of any Federal contract, grant, loan, or cooperative agreement.

(2) The Act also requires Contractors to furnish a disclosure if any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant, loan, or cooperative agreement.

(3) The prohibitions of the Act do not apply under the following conditions:

(i) Agency and legislative liaison by own employees.

(A) The prohibition on the use of appropriated funds, in subparagraph (b)(1) of this clause, does not apply in the case of a payment of reasonable compensation made to an officer or employee of a person requesting or receiving a covered Federal action if the payment is for agency and legislative liaison activities not directly related to a covered Federal action.

(B) For purposes of subdivision (b)(3)(i)(A) of this clause, providing any information specifically requested by an agency or Congress is permitted at any time.

(C) The following agency and legislative liaison activities are permitted at any time where they are not related to a specific solicitation for any covered Federal action:

(1) Discussing with an agency the qualities and characteristics (including individual demonstrations) of the person's products or services, conditions or terms of sale, and service capabilities.

(2) Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.

(D) The following agency and legislative liaison activities are permitted where they are prior to formal solicitation of any covered Federal action -

(1) Providing any information not specifically requested but necessary for an agency to make an informed decision about initiation of a covered Federal action;

(2) Technical discussions regarding the preparation of an unsolicited proposal prior to its official submission; and

(3) Capability presentations by persons seeking awards from an agency pursuant to the provisions of the Small Business Act, as amended by Pub. L. 95-507, and subsequent amendments.

(E) Only those services expressly authorized by subdivision (b)(3)(i)(A) of this clause are permitted under this clause.

(ii) Professional and technical services.

(A) The prohibition on the use of appropriated funds, in subparagraph (b)(1) of this clause, does not apply in the case of -

(1) A payment of reasonable compensation made to an officer or employee of a person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action, if payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action.

(2) Any reasonable payment to a person, other than an officer or employee of a person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action if the payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action. Persons other than officers or employees of a person requesting or receiving a covered Federal action include consultants and trade associations.

(B) For purposes of subdivision (b)(3)(ii)(A) of this clause, "professional and technical services" shall be limited to advice and analysis directly applying any professional or technical discipline. For example, drafting of a legal document accompanying a bid or proposal by a lawyer is allowable. Similarly, technical advice provided by an engineer on the performance or operational capability of a piece of equipment rendered directly in the negotiation of a contract is allowable. However, communications with the intent to influence made by a professional (such as a licensed lawyer) or a technical person (such as a licensed accountant) are not allowable under this section unless they provide advice and analysis directly applying their professional or technical expertise and unless the advice or analysis is rendered directly and solely in the preparation, submission or negotiation of a covered Federal action. Thus, for example, communications with the intent to influence made by a lawyer that do not

provide legal advice or analysis directly and solely related to the legal aspects of his or her client's proposal, but generally advocate one proposal over another are not allowable under this section because the lawyer is not providing professional legal services. Similarly, communications with the intent to influence made by an engineer providing an engineering analysis prior to the preparation or submission of a bid or proposal are not allowable under this section since the engineer is providing technical services but not directly in the preparation, submission or negotiation of a covered Federal action.

(C) Requirements imposed by or pursuant to law as a condition for receiving a covered Federal award include those required by law or regulation and any other requirements in the actual award documents.

(D) Only those services expressly authorized by subdivisions (b)(3)(ii)(A)(1) and (2) of this clause are permitted under this clause.

(E) The reporting requirements of FAR 3.803(a) shall not apply with respect to payments of reasonable compensation made to regularly employed officers or employees of a person.

(iii) Disclosure.

(A) The Contractor who requests or receives from an agency a Federal contract shall file with that agency a disclosure form, OMB standard form LLL, Disclosure of Lobbying Activities, if such person has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered Federal action), which would be prohibited under subparagraph (b)(1) of this clause, if paid for with appropriated funds.

(B) The Contractor shall file a disclosure form at the end of each calendar quarter in which there occurs any event that materially affects the accuracy of the information contained in any disclosure form previously filed by such person under subparagraph (c)(1) of this clause. An event that materially affects the accuracy of the information reported includes -

(1) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered Federal action; or

(2) A change in the person(s) or individual(s) influencing or attempting to influence a covered Federal action; or

(3) A change in the officer(s), employee(s), or Member(s) contacted to influence or attempt to influence a covered Federal action.

(C) The Contractor shall require the submittal of a certification, and if required, a disclosure form by any person who requests or receives any subcontract exceeding \$100,000 under the Federal contract.

(D) All subcontractor disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the prime Contractor. The prime Contractor shall submit all disclosures to the Contracting Officer at the end of the calendar quarter in which the disclosure form is submitted by the subcontractor. Each subcontractor certification shall be retained in the subcontract file of the awarding Contractor.

(iv) Agreement. The Contractor agrees not to make any payment prohibited by this clause.

(v) Penalties.

(A) Any person who makes an expenditure prohibited under paragraph (a) of this clause or who fails to file or amend the disclosure form to be filed or amended by paragraph (b) of this clause shall be subject to civil penalties as provided for by 31 U.S.C. 1352. An imposition of a civil penalty does not prevent the Government from seeking any other remedy that may be applicable.

(B) Contractors may rely without liability on the representation made by their subcontractors in the certification and disclosure form.

(vi) Cost allowability. Nothing in this clause makes allowable or reasonable any costs which would otherwise be unallowable or unreasonable. Conversely, costs made specifically unallowable by the requirements in this clause will not be made allowable under any of the provisions.

I.6 SECTION 8(a) AWARD (FAR 52.219-17) (FEB 1990)

(a) By execution of a contract, the Small Business Administration (SBA) agrees to the following:

(1) To furnish the supplies or services set forth in the contract according to the specifications and the terms and conditions by subcontracting with the Offeror who has been determined an eligible concern pursuant to the provisions of section 8(a) of the Small Business Act, as amended (15 U.S.C. 637(a)).

(2) Except for novation agreements and advance payments, delegates to the National Aeronautics and Space Administration, the responsibility for administering the contract with complete authority to take any action on behalf of the Government under the terms and conditions of the contract; provided, however, that the contracting agency shall give advance notice to the SBA before it issues a final notice terminating the right of the subcontractor to proceed with further performance, either in whole or in part, under the contract.

(3) That payments to be made under the contract will be made directly to the subcontractor by the contracting activity.

(4) To notify the National Aeronautics and Space Administration Contracting Officer immediately upon notification by the subcontractor that the owner or owners upon whom 8(a) eligibility was based plan to relinquish ownership or control of the concern.

(b) The offeror/subcontractor agrees and acknowledges that it will, for and on behalf of the SBA, fulfill and perform all of the requirements of the contract.

I.7 PAYMENT FOR OVERTIME PREMIUMS (FAR 52.222-2) (JUL 1990)

(a) The use of overtime is authorized under this contract if the overtime premium cost does not exceed zero or the overtime premium is paid for work -

(1) Necessary to cope with emergencies such as those resulting from accidents, natural disasters, breakdowns of production equipment, or occasional production bottlenecks of a sporadic nature;

(2) By indirect-labor employees such as those performing duties in connection with administration, protection, transportation, maintenance, standby plant protection, operation of utilities, or accounting;

(3) To perform tests, industrial processes, laboratory procedures, loading or unloading of transportation conveyances, and operations in flight or afloat that are continuous in nature and cannot reasonably be interrupted or completed otherwise; or

(4) That will result in lower overall costs to the Government.

(b) Any request for estimated overtime premiums that exceeds the amount specified above shall include all estimated overtime for contract completion and shall -

(1) Identify the work unit; e.g., department or section in which the requested overtime will be used, together with present workload, staffing, and other data of the affected unit sufficient to permit the Contracting Officer to evaluate the necessity for the overtime;

(2) Demonstrate the effect that denial of the request will have on the contract delivery or performance schedule;

(3) Identify the extent to which approval of overtime would affect the performance or payments in connection with other Government contracts, together with identification of each affected contract; and

(4) Provide reasons why the required work cannot be performed by using multishift operations or by employing additional personnel.

I.8 SERVICE CONTRACT ACT OF 1965, AS AMENDED (FAR 52.222-41) (MAY 1989)

(a) **Definitions.** "Act," as used in this clause, means the Service Contract Act of 1965, as amended (41 U.S.C. 351, et seq.).

"Contractor," as used in this clause or in any subcontract, shall be deemed to refer to the subcontractor, except in the term "Government Prime Contractor."

"Service employee," as used in this clause, means any person engaged in the performance of this contract other than any person employed in a bona fide executive, administrative, or professional capacity, as these terms are defined in Part 541 of Title 29, Code of Federal Regulations, as revised. It includes all such persons regardless of any contractual relationship that may be alleged to exist between a Contractor or subcontractor and such persons.

(b) **Applicability.** This contract is subject to the following provisions and to all other applicable provisions of the Act and regulations of the Secretary of Labor (29 CFR Part 4). This clause does not apply to contracts or subcontracts administratively exempted by the Secretary of Labor or exempted by 41 U.S.C. 356, as interpreted in Subpart C of 29 CFR Part 4.

(c) **Compensation.**

(1) Each service employee employed in the performance of this contract by the Contractor or any subcontractor shall be paid not less than the minimum monetary wages and shall be furnished fringe benefits in accordance with the wages and fringe benefits determined by the Secretary of Labor, or authorized representative, as specified in any wage determination attached to this contract.

(2) (i) If a wage determination is attached to this contract, the Contractor shall classify any class of service employee which is not listed therein and which is to be employed under this contract (i.e., the work to be performed is not performed by any classification listed in the wage determination) 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 class of employees shall be paid the monetary wages and furnished the fringe benefits as are determined pursuant to the procedures in this paragraph (c).

(ii) This conforming procedure shall be initiated by the Contractor prior to the performance of contract work by the unlisted class of employee. The Contractor shall submit Standard Form (SF) 1444, Request For Authorization of Additional Classification and Rate, to the Contracting Officer no later than 30 days after the unlisted class of employee performs any contract work. The Contracting Officer shall review the proposed classification and rate and promptly submit the completed SF 1444 (which must include information regarding the agreement or disagreement of the employees' authorized representatives or the employees themselves together with the agency recommendation), and all pertinent information to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor. The Wage and Hour Division will approve, modify, or disapprove the action or render a final

determination in the event of disagreement within 30 days of receipt or will notify the Contracting Officer within 30 days of receipt that additional time is necessary.

(iii) The final determination of the conformance action by the Wage and Hour Division shall be transmitted to the Contracting Officer who shall promptly notify the Contractor of the action taken. Each affected employee shall be furnished by the Contractor with a written copy of such determination or it shall be posted as a part of the wage determination.

(iv) (A) The process of establishing wage and fringe benefit rates that bear a reasonable relationship to those listed in a wage determination cannot be reduced to any single formula. The approach used may vary from wage determination to wage determination depending on the circumstances. Standard wage and salary administration practices which rank various job classifications by pay grade pursuant to point schemes or other job factors may, for example, be relied upon. Guidance may also be obtained from the way different jobs are rated under Federal pay systems (Federal Wage Board Pay System and the General Schedule) or from other wage determinations issued in the same locality. Basic to the establishment of any conformable wage rate(s) is the concept that a pay relationship should be maintained between job classifications based on the skill required and the duties performed.

(B) In the case of a contract modification, an exercise of an option, or extension of an existing contract, or in any other case where a Contractor succeeds a contract under which the classification in question was previously conformed pursuant to paragraph (c) of this clause, a new conformed wage rate and fringe benefits may be assigned to the conformed classification by indexing (i.e., adjusting) the previous conformed rate and fringe benefits by an amount equal to the average (mean) percentage increase (or decrease, where appropriate) between the wages and fringe benefits specified for all classifications to be used on the contract which are listed in the current wage determination, and those specified for the corresponding classifications in the previously applicable wage determination. Where conforming actions are accomplished in accordance with this paragraph prior to the performance of contract work by the unlisted class of employees, the Contractor shall advise the Contracting Officer of the action taken but the other procedures in subdivision (c)(ii) of this clause need not be followed.

(C) No employee engaged in performing work on this contract shall in any event be paid less than the currently applicable minimum wage specified under section 6(a)(1) of the Fair Labor Standards Act of 1938, as amended.

(v) The wage rate and fringe benefits finally determined under this subparagraph (c)(2) of this clause shall be paid to all employees performing in the classification from the first day on which contract work is performed by them in the classification. Failure to pay the unlisted employees the compensation agreed upon by the interested parties and/or finally determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract.

(vi) Upon discovery of failure to comply with subparagraph (c)(2) of this clause, the Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be retroactive to the date such class or classes of employees commenced contract work.

(3) **Adjustment of Compensation.** If the term of this contract is more than 1 year, the minimum monetary wages and fringe benefits required to be paid or

furnished thereunder to service employees under this contract shall be subject to adjustment after 1 year and not less often than once every 2 years, under wage determinations issued by the Wage and Hour Division.

(d) **Obligation to Furnish Fringe Benefits.** The Contractor or subcontractor may discharge the obligation to furnish fringe benefits specified in the attachment or determined under subparagraph (c)(2) of this clause by furnishing equivalent combinations of bona fide fringe benefits, or by making equivalent or differential cash payments, only in accordance with Subpart D of 29 CFR Part 4.

(e) **Minimum Wage.** In the absence of a minimum wage attachment for this contract, neither the Contractor nor any subcontractor under this contract shall pay any person performing work under this contract (regardless of whether the person is a service employee) less than the minimum wage specified by section 6(a)(1) of the Fair Labor Standards Act of 1938. Nothing in this clause shall relieve the Contractor or any subcontractor of any other obligation under law or contract for the payment of a higher wage to any employee.

(f) **Successor Contracts.** If this contract succeeds a contract subject to the Act under which substantially the same services were furnished in the same locality and service employees were paid wages and fringe benefits provided for in a collective bargaining agreement, in the absence of the minimum wage attachment for this contract setting forth such collectively bargained wage rates and fringe benefits, neither the Contractor nor any subcontractor under this contract shall pay any service employee performing any of the contract work (regardless of whether or not such employee was employed under the predecessor contract), less than the wages and fringe benefits provided for in such collective bargaining agreement, to which such employee would have been entitled if employed under the predecessor contract, including accrued wages and fringe benefits and any prospective increases in wages and fringe benefits provided for under such agreement. No Contractor or subcontractor under this contract may be relieved of the foregoing obligation unless the limitations of 29 CFR 4.1b(b) apply or unless the Secretary of Labor or the Secretary's authorized representative finds, after a hearing as provided in 29 CFR 4.10 that the wages and/or fringe benefits provided for in such agreement are substantially at variance with those which prevail for services of a character similar in the locality, or determines, as provided in 29 CFR 4.11, that the collective bargaining agreement applicable to service employees employed under the predecessor contract was not entered into as a result of arm's length negotiations. Where it is found in accordance with the review procedures provided in 29 CFR 4.10 and/or 4.11 and Parts 6 and 8 that some or all of the wages and/or fringe benefits contained in a predecessor Contractor's collective bargaining agreement are substantially at variance with those which prevail for services of a character similar in the locality, and/or that the collective bargaining agreement applicable to service employees employed under the predecessor contract was not entered into as a result of arm's length negotiations, the Department will issue a new or revised wage determination setting forth the applicable wage rates and fringe benefits. Such determination shall be made part of the contract or subcontract, in accordance with the decision of the Administrator, the Administrative Law Judge, or the Board of Service Contract Appeals, as the case may be, irrespective of whether such issuance occurs prior to or after the award of a contract or subcontract (53 Comp. Gen. 401 (1973)). In the case of a wage determination issued solely as a result of a finding of substantial variance, such determination shall be effective as of the date of the final administrative decision.

(g) **Notification to Employees.** The Contractor and any subcontractor under this contract shall notify each service employee commencing work on this contract

of the minimum monetary wage and any fringe benefits required to be paid pursuant to this contract, or shall post the wage determination attached to this contract. The poster provided by the Department of Labor (Publication WH 1313) shall be posted in a prominent and accessible place at the worksite. Failure to comply with this requirement is a violation of Section 2(a)(4) of the Act and of this contract.

(h) **Safe and Sanitary Working Conditions.** The Contractor or subcontractor shall not permit any part of the services called for by this contract to be performed in buildings or surroundings or under working conditions provided by or under the control or supervision of the Contractor or subcontractor which are unsanitary, hazardous, or dangerous to the health or safety of the service employees. The Contractor or subcontractor shall comply with the safety and health standards applied under 29 CFR Part 1925.

(i) **Records.** (1) The Contractor and each subcontractor performing work subject to the Act shall make and maintain for 3 years from the completion of the work, and make them available for inspection and transcription by authorized representatives of the Wage and Hour Division, Employment Standards Administration, a record of the following:

(i) For each employee subject to the Act -
 (A) Name and address and social security number;
 (B) Correct work classification or classifications, rate or rates of monetary wages paid and fringe benefits provided, rate or rates of payments in lieu of fringe benefits, and total daily and weekly compensation;
 (C) Daily and weekly hours worked by each employee; and
 (D) Any deductions, rebates, or refunds from the total daily or weekly compensation of each employee.

(ii) For those classes of service employees not included in any wage determination attached to this contract, wage rates or fringe benefits determined by the interested parties or by the Administrator or authorized representative, under the terms of paragraph (c) of this clause. A copy of the report required by subdivision (c)(2)(ii) of this clause will fulfill this requirement.

(iii) Any list of the predecessor Contractor's employees which had been furnished to the Contractor as prescribed by paragraph (n) of this clause.

(2) The Contractor shall also make available a copy of this contract for inspection or transcription by authorized representatives of the Wage and Hour Division.

(3) Failure to make and maintain or to make available these records for inspection and transcription shall be a violation of the regulations and this contract, and in the case of failure to produce these records, the Contracting Officer, upon direction of the Department of Labor and notification to the Contractor, shall take action to cause suspension of any further payment or advance of funds until such violation ceases.

(4) The Contractor shall permit authorized representatives of the Wage and Hour Division to conduct interviews with employees at the worksite during normal working hours.

(j) **Pay Periods.** The Contractor shall unconditionally pay to each employee subject to the Act all wages due free and clear and without subsequent deduction (except as otherwise provided by law or Regulations, 29 CFR Part 4), rebate, or kickback on any account. These payments shall be made no later than one pay period following the end of the regular pay period in which the wages were earned or accrued. A pay period under this Act may not be of any duration longer than semi-monthly.

(k) **Withholding of Payment and Termination of Contract.** The Contracting Officer shall withhold or cause to be withheld from the Government Prime Contractor under this or any other Government contract with the Prime Contractor such sums as an appropriate official of the Department of Labor requests or such sums as the Contracting Officer decides may be necessary to pay underpaid employees employed by the Contractor or subcontractor. In the event of failure to pay any employees subject to the Act all or part of the wages or fringe benefits due under the Act, the Contracting Officer may, after authorization or by direction of the Department of Labor and written notification to the Contractor, take action to cause suspension of any further payment or advance of funds until such violations have ceased. Additionally, any failure to comply with the requirements of this clause may be grounds for termination of the right to proceed with the contract work. In such event, the Government may enter into other contracts or arrangements for completion of the work, charging the Contractor in default with any additional cost.

(l) **Subcontracts.** The Contractor agrees to insert this clause in all subcontracts subject to the Act.

(m) **Collective Bargaining Agreements Applicable to Service Employees.** If wages to be paid or fringe benefits to be furnished any service employees employed by the Government Prime Contractor or any subcontractor under the contract are provided for in a collective bargaining agreement which is or will be effective during any period in which the contract is being performed, the Government Prime Contractor shall report this fact to the Contracting Officer, together with full information as to the application and accrual of such wages and fringe benefits, including any prospective increases, to service employees engaged in work on the contract, and a copy of the collective bargaining agreement. Such report shall be made upon commencing performance of the contract, in the case of collective bargaining agreements effective at such time, and in the case of such agreements or provisions or amendments thereof effective at a later time during the period of contract performance such agreements shall be reported promptly after negotiation thereof.

(n) **Seniority List.** Not less than 10 days prior to completion of any contract being performed at a Federal facility where service employees may be retained in the performance of the succeeding contract and subject to a wage determination which contains vacation or other benefit provisions based upon length of service with a Contractor (predecessor) or successor (29 CFR Part 4.173), the incumbent Prime Contractor shall furnish the Contracting Officer a certified list of the names of all service employees on the Contractor's or subcontractor's payroll during the last month of contract performance. Such list shall also contain anniversary dates of employment on the contract either with the current or predecessor Contractors of each such service employee. The Contracting Officer shall turn over such list to the successor Contractor at the commencement of the succeeding contract.

(o) **Rulings and Interpretations.** Rulings and interpretations of the Act are contained in Regulations, 29 CFR Part 4.

(p) **Contractor's Certification.**

(1) By entering into this contract, the Contractor (and officials thereof) certifies that neither it (nor he or she) nor any person or firm who has substantial interest in the Contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of the sanctions imposed under section 5 of the Act.

(2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract under section 5 of the Act.

(3) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

(q) **Variations, Tolerances, and Exemptions Involving Employment.** Notwithstanding any of the provisions in paragraphs (b) through (o) of this clause, the following employees may be employed in accordance with the following variations, tolerances, and exemptions, which the Secretary of Labor, pursuant to section 4(b) of the Act prior to its amendment by Public L. 92-473, found to be necessary and proper in the public interest or to avoid serious impairment of the conduct of Government business.

(1) Apprentices, student-learners, and workers whose earning capacity is impaired by age, physical or mental deficiency, or injury may be employed at wages lower than the minimum wages otherwise required by section 2(a)(1) or 2(b)(1) of the Act without diminishing any fringe benefits or cash payments in lieu thereof required under section 2(a)(2) of the Act, in accordance with the conditions and procedures prescribed for the employment of apprentices, student-learners, handicapped persons, and handicapped clients of sheltered workshops under Section 14 of the Fair Labor Standards Act of 1938, in the regulations issued by the Administrator (29 CFR Parts 520, 521, 524, and 525).

(2) The Administrator will issue certificates under the Act for the employment of apprentices, student-learners, handicapped persons, or handicapped clients of sheltered workshops not subject to the Fair Labor Standards Act of 1938, or subject to different minimum rates of pay under the two acts, authorizing appropriate rates of minimum wages (but without changing requirements concerning fringe benefits or supplementary cash payments in lieu thereof), applying procedures prescribed by the applicable regulations issued under the Fair Labor Standards Act of 1938 (29 CFR Parts 520, 521, 524, and 525).

(3) The Administrator will also withdraw, annul, or cancel such certificates in accordance with the regulations in 29 CFR Parts 525 and 528.

(r) **Apprentices.** Apprentices will be permitted to work at less than the predetermined rate for the work they perform when they are employed and individually registered in a bona fide apprenticeship program registered with a State Apprenticeship Agency which is recognized by the U.S. Department of Labor, or if no such recognized agency exists in a State, under a program registered with the Bureau of Apprenticeship and Training, Employment and Training Administration, U.S. Department of Labor. Any employee who is not registered as an apprentice in an approved program shall be paid the wage rate and fringe benefits contained in the applicable wage determination for the journeyman classification of work actually performed. The wage rates paid apprentices shall not be less than the wage rate for their level of progress set forth in the registered program, expressed as the appropriate percentage of the journeyman's rate contained in the applicable wage determination. The allowable ratio of apprentices to journeymen employed on the contract work in any craft classification shall not be greater than the ratio permitted to the Contractor as to his entire work force under the registered program.

(s) **Tips.** An employee engaged in an occupation in which the employee customarily and regularly receives more than \$30 a month in tips may have the amount of tips credited by the employer against the minimum wage required by section 2(a)(1) or section 2(b)(1) of the Act, in accordance with section 3(m) of the Fair Labor Standards Act and Regulations 29 CFR Part 531. However, that the amount of credit shall not exceed \$1.34 per hour beginning January 1, 1981. To use this provision -

(1) The employer must inform tipped employees about this tip credit allowance before the credit is utilized;

(2) The employees must be allowed to retain all tips (individually or through a pooling arrangement and regardless of whether the employer elects to take a credit for tips received);

(3) The employer must be able to show by records that the employee receives at least the applicable Service Contract Act minimum wage through the combination of direct wages and tip credit; and

(4) The use of such tip credit must have been permitted under any predecessor collective bargaining agreement applicable by virtue of section 4(c) of the Act.

(t) **Disputes Concerning Labor Standards.** The U.S. Department of Labor has set forth in 29 CFR Parts 4, 6, and 8 procedures for resolving disputes concerning labor standards requirements. Such disputes shall be resolved in accordance with those procedures and not the Disputes clause of this contract. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

I.9 BUY AMERICAN ACT - SUPPLIES (FAR 52.225-3) (JAN 1994)

(a) The Buy American Act (41 U.S.C. 10) provides that the Government give preference to domestic end products.

"Components," as used in this clause, means those articles, materials, and supplies incorporated directly into the end products.

"Domestic end product," as used in this clause, means (1) an unmanufactured end product mined or produced in the United States, or (2) an end product manufactured in the United States, if the cost of its components mined, produced, or manufactured in the United States exceeds 50 percent of the cost of all its components. Components of foreign origin of the same class or kind as the products referred to in subparagraphs (b)(2) or (3) of this clause shall be treated as domestic. Scrap generated, collected, and prepared for processing in the United States is considered domestic. "End products," as used in this clause, means those articles, materials, and supplies to be acquired for public use under this contract.

(b) The Contractor shall deliver only domestic end products, except those -

(1) For use outside the United States;

(2) That the Government determines are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities of a satisfactory quality;

(3) For which the agency determines that domestic preference would be inconsistent with the public interest; or

(4) For which the agency determines the cost to be unreasonable (see Section 25.105 of the Federal Acquisition Regulation).

I.10 PROMPT PAYMENT (FAR 52.232-25) (MAR 1994)

Notwithstanding any other payment clause in this contract, the Government will make invoice payments and contract financing payments under the terms and conditions specified in this clause. Payment shall be considered as being made on the day a check is dated or an electronic funds transfer is made. Definitions of pertinent terms are set forth in 32.902. All days referred to in this clause are calendar days, unless otherwise specified.

(a) *Invoice Payments.*

(1) For purposes of this clause, "invoice payment" means a Government disbursement of monies to a Contractor under a contract or other authorization for supplies or services accepted by the Government. This includes payments for partial deliveries that have been accepted by the Government and final cost or fee payments where amounts owed have been settled between the Government and the Contractor.

(2) Except as indicated in subparagraph (a)(3) and paragraph (c) of this clause, the due date for making invoice payments by the designated payment office shall be the later of the following two events:

(i) The 30th day after the designated billing office has received a proper invoice from the Contractor.

(ii) The 30th day after Government acceptance of supplies delivered or services performed by the Contractor. On a final invoice where the payment amount is subject to contract settlement actions, acceptance shall be deemed to have occurred on the effective date of the contract settlement. However, if the designated billing office fails to annotate the invoice with the actual date of receipt, the invoice payment due date shall be deemed to be the 30th day after the date the Contractor's invoice is dated, provided a proper invoice is received and there is no disagreement over quantity, quality, or Contractor compliance with contract requirements.

(3) The due date on contracts for meat, meat food products, or fish; contracts for perishable agricultural commodities, contracts for dairy products, edible fats or oils, and food products prepared from edible fats or oils, and contracts not requiring submission of an invoice shall be as follows:

(i) The due date for meat and meat food products, as defined in Section 2(a)(3) of the Packers and Stockyard Act of 1921 (7 U.S.C. 182(3)) and further defined in Pub. L. 98-181 to include any edible fresh or frozen poultry meat, any perishable poultry meat food product, fresh eggs, and any perishable egg product, will be as close as possible to, but not later than, the 7th day after product delivery.

(ii) The due date for fresh or frozen fish, as defined in Section 204(3) of the Fish and Seafood Promotion Act of 1986 (16 U.S.C. 4003(3)), will be as close as possible to, but not later than, the seventh day after product delivery.

(iii) The due date for perishable agricultural commodities, as defined in section 1(4) of the Perishable Agricultural Commodities Act of 1930 (7 U.S.C. 499a(4)), will be as close as possible to, but not later than, the 10th day after product delivery, unless another date is specified in the contract.

(iv) The due date for dairy products, as defined in section 111(e) of the Dairy Production Stabilization Act of 1983 (7 U.S.C. 4502(e)), edible fats or oils, and food products prepared from edible fats or oils, will be as close as possible to, but not later than, the 10th day after the date on which a proper invoice has been received.

(v) If the contract does not require submission of an invoice for payment (e.g., periodic lease payments), the due date will be as specified in the contract.

(4) An invoice is the Contractor's bill or written request for payment under the contract for supplies delivered or services performed. An invoice shall be prepared and submitted to the designated billing office specified in the contract. A proper invoice must include the items listed in subdivisions (a)(4)(i) through (a)(4)(viii) of this clause. If the invoice does not comply with these requirements, then the Contractor will be notified of the defect within 7 days

after receipt of the invoice at the designated billing office (3 days for meat, meat food products, or fish, and 5 days for perishable agricultural commodities, edible fats or oils, and food products prepared from edible fats or oils). Untimely notification will be taken into account in the computation of any interest penalty owed the Contractor in the manner described in subparagraph (a)(6) of this clause.

- (i) Name and address of the Contractor.
- (ii) Invoice date.
- (iii) Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).
- (iv) Description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed.
- (v) Shipping and payment terms (e.g., shipment number and date of shipment, prompt payment discount terms). Bill of lading number and weight of shipment will be shown for shipments on Government bills of lading.
- (vi) Name and address of Contractor official to whom payment is to be sent (must be the same as that in the contract or in a proper notice of assignment).
- (vii) Name (where practicable), title, phone number and mailing address of person to be notified in event of a defective invoice.
- (viii) Any other information or documentation required by other requirements of the contract (such as evidence of shipment).

(5) An interest penalty shall be paid automatically by the Government, without request from the Contractor, if payment is not made by the due date and the conditions listed in subdivisions (a)(5)(i) through (a)(5)(iii) of this clause are met, if applicable.

- (i) A proper invoice was received by the designated billing office.
- (ii) A receiving report or other Government documentation authorizing payment was processed and there was no disagreement over quantity, quality, or Contractor compliance with any contract term or condition.
- (iii) In the case of a final invoice for any balance of funds due the Contractor for supplies delivered or services performed, the amount was not subject to further contract settlement actions between the Government and the Contractor.

(6) The interest penalty shall be at the rate established by the Secretary of the Treasury under section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date, except where the interest penalty is prescribed by other governmental authority. This rate is referred to as the "Renegotiation Board Interest Rate," and it is published in the *Federal Register* semiannually on or about January 1 and July 1. The interest penalty shall accrue daily on the invoice payment amount approved by the Government and be compounded in 30-day increments inclusive from the first day after the due date through the payment date. That is, interest accrued at the end of any 30-day period will be added to the approved invoice payment amount and be subject to interest penalties if not paid in the succeeding 30-day period. If the designated billing office failed to notify the Contractor of a defective invoice within the periods prescribed in paragraph (a)(4) of this clause, then the due date on the corrected invoice will be adjusted by subtracting the number of days taken beyond the prescribed notification of defects period. Any interest penalty owed the Contractor will be based on this adjusted due date. Adjustments will be made by the designated payment office for errors in calculating interest penalties, if requested by the Contractor.

(i) For the sole purpose of computing an interest penalty that might be due the Contractor, Government acceptance shall be deemed to have occurred constructively on the 7th day (unless otherwise specified in this contract) after the Contractor delivered the supplies or performed the services in accordance with the terms and conditions of the contract, unless there is a disagreement over quantity, quality, or contractor compliance with a contract provision. In the event that actual acceptance occurs within the constructive acceptance period, the determination of an interest penalty shall be based on the actual date of acceptance. The constructive acceptance requirement does not, however, compel Government officials to accept supplies or services, perform contract administration functions, or make payment prior to fulfilling their responsibilities.

(ii) The following periods of time will not be included in the determination of an interest penalty:

(A) The period taken to notify the Contractor of defects in invoices submitted to the Government, but this may not exceed 7 days (3 days for meat, meat food products, or fish, and 5 days for perishable agricultural commodities, dairy products, edible fats or oils, and food products prepared from edible fats or oils).

(B) The period between the defects notice and resubmission of the corrected invoice by the Contractor.

(iii) Interest penalties will not continue to accrue after the filing of a claim for such penalties under the clause at 52.233-1, Disputes, or for more than 1 year. Interest penalties of less than \$1.00 need not be paid.

(iv) Interest penalties are not required on payment delays due to disagreement between the Government and Contractor over the payment amount or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. Claims involving disputes, and any interest that may be payable, will be resolved in accordance with the clause at 52.233-1, Disputes.

(7) An interest penalty shall also be paid automatically by the designated payment office, without request from the Contractor, if a discount for prompt payment is taken improperly. The interest penalty will be calculated as described in subparagraph (a)(6) of this clause on the amount of discount taken for the period beginning with the first day after the end of the discount period through the date when the Contractor is paid.

(8) If this contract was awarded on or after October 1, 1989, a penalty amount, calculated in accordance with regulations issued by the Office of Management and Budget, shall be paid in addition to the interest penalty amount if the Contractor -

(i) Is owed an interest penalty;

(ii) Is not paid the interest penalty within 10 days after the date the invoice amount is paid; and

(iii) Makes a written demand, not later than 40 days after the date the invoice amount is paid, that the agency pay such a penalty.

(b) *Contract Financing Payments.*

(1) For purposes of this clause, "contract financing payment" means a Government disbursement of monies to a Contractor under a contract clause or other authorization prior to acceptance of supplies or services by the Government. Contract financing payments include advance payments, progress payments based on cost under the clause at 52.232-16, Progress Payments, progress payments based on a percentage or stage of completion (32.102(e)(1)) other than those made under the clause at 52.232-5, Payments Under Fixed-Price Construction Contracts, or the

clause at 52.232-10, Payments Under Fixed-Price Architect-Engineer Contracts, and interim payments on cost type contracts.

(2) For contracts that provide for contract financing, requests for payment shall be submitted to the designated billing office as specified in this contract or as directed by the Contracting Officer. Contract financing payments shall be made on the 30th day after receipt of a proper contract financing request by the designated billing office. In the event that an audit or other review of a specific financing request is required to ensure compliance with the terms and conditions of the contract, the designated payment office is not compelled to make payment by the due date specified.

(3) For advance payments, loans, or other arrangements that do not involve recurrent submissions of contract financing requests, payment shall be made in accordance with the corresponding contract terms or as directed by the Contracting Officer.

(4) Contract financing payments shall not be assessed an interest penalty for payment delays.

(c) If this contract contains the clause at 52.213-1, Fast Payment Procedure, payments will be made within 15 days after the date of receipt of the invoice.

I.11 BANKRUPTCY (FAR 52.242-13) (JUL 1995)

In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish, by certified mail or electronic commerce method authorized by the contract, written notification of the bankruptcy to the Contracting Officer responsible for administering the contract. This notification shall be furnished within five days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of Government contract numbers and contracting offices for all Government contracts against which final payment has not been made. This obligation remains in effect until final payment under this contract.

I.12 AUTHORIZED DEVIATIONS IN CLAUSES (FAR 52.252-6) (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any NASA/FAR Supplement (48 CFR Chapter 18) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

I.13 SECURITY CLASSIFICATION REQUIREMENTS (NASA 18-52.204-75) (SEP 1989)

Performance under this contract will involve access to and/or generation of classified information, work in a security area, or both, up to the level of top secret. See Federal Acquisition Regulation clause 52.204-2 in this contract and DD Form 254, Contract Security Classification Specification, Exhibit D.

I.14 AWARD FEE FOR SERVICE CONTRACTS (NASA 18-52.216-76) (SEP 1993)

(a) The Contractor can earn award fee from a minimum of zero dollars to the maximum set forth in B.2.A.

(b) Beginning six months after the effective date of this contract, the Government shall evaluate the Contractor's performance every six months to determine the amount of award fee earned by the Contractor during the period. The Contractor may submit a self-evaluation of performance for each evaluation period under consideration. These self-evaluations will be considered by the Government in its evaluation. The Government's Fee Determination Official (FDO) will determine the award fee amounts based on the Contractor's performance in accordance with the Award Fee Plan dated August 1, 1996. The plan may be revised unilaterally by the Government prior to the beginning of any rating period to redirect emphasis.

(c) The Government will advise the Contractor in writing of the evaluation results. The Contracting Officer will issue a unilateral modification to the contract that will recognize the award fee earned. The Contractor is not required to submit a separate voucher for earned award fee. The Contracting Officer will make payment based on the unilateral modification.

(d) The amount of award fee which can be awarded in each evaluation period is limited to the amounts set forth at B.2.B. Award fee which is not earned in an evaluation period cannot be reallocated to future evaluation periods.

(e) Award fee determinations made by the Government under this contract are not subject to the Disputes clause.

I.15 FINANCIAL REPORTING OF GOVERNMENT-OWNED/CONTRACTOR-HELD PROPERTY
(NASA 18-52.245-73) (JUL 1994)

(a) The Contractor shall prepare and submit annually a NASA Form 1018, Report of Government-Owned/Contractor-Held Property, in accordance with 18-45.505-14 and the instructions on the form and in Section 18-45.7101 of the NASA FAR Supplement, except that the reporting of space hardware shall be required only as directed in clause 18-52.245-78, Space Hardware Reporting, of this contract, if applicable.

(b) If administration of this contract has been delegated to the Department of Defense, the original of NASA Form 1018 shall be submitted to the NASA installation Financial Management Officer and three copies shall be sent concurrently through the DOD Property Administrator to the NASA office identified below. If the contract is administered by NASA, the original of NASA Form 1018 shall be submitted to the installation Financial Management Officer and three copies shall be sent concurrently to the following NASA office:

ATTN INDUSTRIAL PROPERTY OFFICE
NASA LANGLEY RESEARCH CENTER
MAIL STOP 377
HAMPTON VA 23681-0001

(c) The annual reporting period shall be from October 1 of each year to September 30 of the following year. The report shall be submitted by October 31.

(d) The Contractor agrees to insert the reporting requirement in all first-tier subcontracts, except that the requirement shall provide for the submission of the subcontractors' reports to the Contractor, not to the Government. The Contractor shall require the subcontractors' reports to be submitted in sufficient time to meet the reporting date in paragraph (c) above.

(e) The Contractor's report shall consist of a consolidation of the subcontractors' reports and the Contractor's own report.

PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

SECTION J - LIST OF ATTACHMENTS

- Exhibit A Contract Documentation Requirements, 6 pages
- Exhibit B Register of Wage Determination and Fringe Benefits, 12 pages
- Exhibit C Collective Bargaining Agreements
- International Union, United Plant Guard Workers of America (UPGWA) and its Amalgamated Local No. 451, 39 pages
- District Lodge 74 International Association of Machinists and Aerospace Workers Local 2531, 32 pages
- Exhibit D Contract Security Classification Specification, DD Form 254, 2 pages
- Exhibit E Installation-Provided Government Property, 83 pages
- Exhibit F Acquisition Division Word Processing/Clerical Support Equipment, 3 pages
- Exhibit G Security Personnel Qualifications, 1 page
- Exhibit H Security Uniform and Equipment Requirements, 1 page
- Exhibit I Security Firearm Requirements, 1 page
- Exhibit J Security Training Requirements, 1 page
- Exhibit K Security Physical Fitness Requirements, 1 page

EXHIBIT A - CONTRACT DOCUMENTATION REQUIREMENTS

I. DOCUMENTATION PREPARATION/SUBMISSION INSTRUCTIONS

A. Financial Management Reports--The Contractor shall comply with the Section I clause of this contract entitled "NASA Contractor Financial Management Reporting" by monthly submission of NASA Form 533M. The form shall be prepared and submitted in accordance with the instructions set forth on the reverse side of the form and NASA Handbook "Procedures for Contractor Reporting of Correlated Cost and Performance Data" (NHB 9501.2B) as further definitized below.

1. Due not later than the 10th operating day following the close of the Contractor's accounting period being reported.

2. Columns 7.b. and d. shall be completed using the time-phased financial baseline plan.

3. Columns 8.a. and b. shall be completed using estimates (forecasts) for the succeeding two months.

4. Minimum reporting categories:

Labor Hours

Hours:
 Direct Labor
 Overtime
 Subtotal Direct Labor

Costs

Labor:
 Direct Labor
 Overtime
 Subtotal Direct Labor
 Total Labor Costs:
 Overhead(s)
 ODC's Subject to Limitation:
 Travel
 Other ODC's
 Material Supplies
 Equipment
 Computing
 Training
 Subcontracts
 Total Other ODC's
 Subtotal
 G&A
 Total Cost
 Award Fee
 Cost-Plus-Award-Fee (CPAF)
 Precontract Cost Not to Exceed \$ 30,55
 (See G.7)
 Fixed Price
 CPAF/FP/Precontract Cost

5. A summary 533M report shall be required detailing hours and dollars for the total contract and the four task areas. A 533M report detailing hours and dollars shall also be required for each of the tasks i.e. C.4.1, 4.2, 4.3 within

the following four task areas: Logistics (excluding C.1.5 Carpet Installation), Administrative, Security (3.7 Security Administration) and Scientific Information Services. The sum of total hours and dollars of the above four task area 533M reports shall equal the total hours and dollars shown in the summary 533M report for the total contract.

6. Each 533M shall include a narrative explanation for variances exceeding 10 percent between planned hours and dollars and actual hours and dollars for each reporting category.

B. Quarterly Financial Management Report--The Contractor shall submit a quarterly financial report detailed by categories specified in A.4 above on NASA Form 533Q at times and in accordance with the instructions contained on the reverse side of the form. The 533Q level of reporting shall be consistent with Paragraph A.5 above. The initial 533Q shall be submitted within 10 operating days after award of the contract.

C. Disabled Employee Hiring Policies and Procedures--Within 15 business days after the effective date of the contract, the Contractor shall submit for the Contracting Officer's approval his/her company's policies and procedures for recruiting, hiring, training and career development of disabled persons.

D. Timekeeping Policies and Procedures--Within 15 business days after the effective date of the contract, the Contractor shall submit company timekeeping policies and practices. Include policies and procedures for notifying employees and for reporting time and attendance during Center closings (e.g., inclement weather and executive orders).

E. Financial Baseline Plan--Within 15 business days after the effective date of the contract, the Contractor shall submit a time-phased financial baseline plan, detailing your planned monthly costs for the initial 12-month contract period and for each option year. The financial baseline plan level of reporting shall be consistent with Paragraph A.5 above. The total estimated cost for each contract year shall reflect the negotiated value. The plan shall include subtotals for each six month period to coincide with the award fee evaluation periods. The plan shall be revised each time a contract modification is executed that increases or decreases the contract estimated cost. The plan shall not be revised to include overrun costs. The revised plan shall be submitted within 10 business days of the effective date of the contract modification. The plan shall be prepared using the categories specified in A.4.

F. Safety and Health Plan--Prior to contract award, the Contractor shall submit a detailed safety and health plan showing how the Contractor intends to protect the life, health, and well being of NASA and Contractor employees as well as property and equipment. This plan, as approved by the Contracting Officer, should contain, as a minimum the following:

1. Points of Contact and Responsibility--Organizational flow chart and description of responsibilities of each employee in your organization for safety.

2. Employee Safety Training, Certification and Programs--Detailed information on type of training required, parties responsible for certification,

and outline of applicable regulations. Detail company programs which emphasize personal safety and motivate employees to be safety conscious.

3. LaRC Safety Policies/Procedures--Recognition of applicable LaRC safety policies and procedures such as Langley Handbook 1710.10, LaRC Red Tag System.

4. Accident Investigation and Reporting--Procedures for investigating and reporting accidents/incidents including immediate notification to the NASA LaRC Safety Manager of all injuries and damage to equipment or facilities.

5. Hazardous Operations--

(a) Description of hazardous operations involved in contract performance.

(b) Plans for apprising employees of all hazards to which they may be exposed.

(c) Proper conditions and precautions for safe use and exposure to hazardous operations. Include recognition of LHB 1710.12, Potentially Hazardous Materials.

6. People with Disabilities--In accordance with the Americans with Disabilities Act, the plans should specify that prior to assigning a person with disabilities to this contract, the Contractor shall contact the Disability Program Manager at (804) 864-7718.

7. Other Safety Considerations--Any other safety considerations unique to your operation.

G. Biweekly Progress Report--The Contractor shall submit a biweekly progress report summarizing work progress. The report shall be submitted within six operating days following the end of the reporting period.

H. Quarterly Accident/Injury Report--The Contractor shall submit a Quarterly Accident/Injury Report within 10 operating days after the end of each quarter.

I. Conformable Wage Rate Agreement--Within 15 operating days after the effective date of the contract, the Contractor shall submit a report confirming conformable wage rate agreement as this subject is addressed in the Section I clause entitled "Service Contract Act of 1965," for those individuals employed by the Contractor who are covered by the Service Contract Act, but are not listed in Exhibit B.

J. Collective Bargaining Agreements--The Contractor shall provide the Contracting Officer with copies of any collective bargaining agreements, and amendments thereto, which arise during the course of the contract and which apply to Contractor employees assigned to the contract.

K. Report of Government-Owned/Contractor Held Property (NASA FORM 1018)-- The Contractor shall submit the NASA Form 1018 no later than October 31 of each year in accordance with the Section I clause entitled "Financial Reporting of Government-owned/Contractor-held Property."

L. Documentation for Transferring Property to the Government--In accordance with the Installation-Provided Government Property clause of this contract, accountability for that property which is acquired for the Government under this contract shall be passed to the Government using the following procedure:

The transfer of accountability shall be initiated by the Contractor submitting a Requisition and Invoice/Shipping Document, DD Form 1149, accompanied by a copy of the Contractor's applicable purchasing and receipt document for the property. The Contractor shall insert both the Contractor's Subcontract/ Purchase Order number and the Government contract number on the DD Form 1149 under the "Federal Stock Number, Description, and Coding of Material and/or Services" block. For purchases of supplies and materials, this document shall be submitted within 30 days after the end of each calendar-year quarter (that is, not later than January 30, April 30, July 30, and October 30). For equipment purchases, this document shall be submitted within five workdays after acceptance of each item of equipment by the Contractor. Receipt by the Contractor of a copy of the DD Form 1149 signed by the Government relieves the Contractor of accountability for the property specified on that form.

M. Federal Contractor Veterans Employment Report--In compliance with Clause 52.222-37, Employment Reports on Special Disabled Veterans and Veterans of the Vietnam Era, the Contractor shall submit the Federal Contractor Veterans Employment Reports (VETS-100) as required by this clause.

N. Evidence of Insurance--The Contractor shall submit evidence of the insurance coverage, required by the NASA Clause 18-52.228-75 in Section I entitled "Minimum Insurance Coverage" (i.e., a Certificate of Insurance or other confirmation), to the Contracting Officer prior to performing under this contract. In the event the Government exercises its options to extend the term of the contract, the Contractor shall also present such evidence to the Contracting Officer prior to commencement of performance under the extension.

O. Virginia and Local Sales Taxes--In accordance with Section H.11, you are required to submit a copy of the letter sent to the Virginia Tax Commission and a copy of the subsequent response.

P. Non-disclosure Statement--Prior to any Contractor having access to sensitive data, a non-disclosure statement similar to that required for NASA employees, students and university employees shall be executed and maintained by the Contractor.

II. DOCUMENT DISTRIBUTION REQUIREMENTS

A. Unless otherwise specified elsewhere in this contract, reports and other documentation shall be submitted F.O.B. destination as specified below, addressed as follows:

National Aeronautics and Space Administration
 Langley Research Center
 Attn: Contract Specialist, Mail Stop 126
 Contract NAS1-96010
 Hampton, VA 23681-0001

B. The following letter codes designate the recipients of reports and other documentation which are required to be delivered prepaid to Langley Research Center by the Contractor:

A--Contract Specialist, Mail Stop 126

B--Contracting Officer Technical Representative, Mail Stop 377

C--Cost Accounting, Mail Stop 135

D--Safety Manager, Mail Stop 429

E--Industry Relations Office, Mail Stop 144

F--Programs and Resources Division, Mail Stop 104

G--Industrial Property Office, Mail Stop 377

C. The following are the distribution requirements for reports and other documentation required with the numeral following the letter code specifying the number of copies to be provided:

<u>DOCUMENT</u>	<u>LETTER CODE AND DISTRIBUTION</u>
Financial Management Report (NASA Forms 533M and 533Q)	A-1, B-3, C-2, F-1
Financial Baseline Plan	A-2, B-1
Disabled Employee Hiring Policies and Procedures	A-1, E-1
Timekeeping Policies and Procedures	A-1, B-1
Safety and Health Plan	A-1, B-1, D-1
Biweekly Progress Report	A-1, B-5
Quarterly Accident/Injury Report	A-1, B-5, D-1
Conformable Wage Rate Agreement	A-1, B-1, E-1
Collective Bargaining Agreement	A-1, B-1, E-1
Report of Government-Owned/Contractor Held Property (NASA Form 1018)	A-1, B-1, G-4

Evidence of Insurance	A-1
Requisition and Invoice/Shipping Document (DD Form 1149)	G-1
Federal Contractor Veterans Employment Report (VETS-100)	E-1
Virginia and Local Sales Tax Correspondence	A-1, B-1

D. When the Contract Administrator (A) is not designated above to receive a copy of a report or document, the Contractor shall furnish a copy of the report/document transmittal letter to the Contract Administrator. The Contractor shall also furnish a copy of the transmittal letter and a copy of each Financial Management Report to the delegated Administrative Contracting Officer of the cognizant DoD (or other agency) contract administrative services component.

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

Alan L. Moss 
Director Division of
Wage Determinations

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

Wage Determination No.: 94-2544
Revision No.: 6
Date of Last Revision: 06/20/1995

State(s): North Carolina, Virginia

Area: NORTH CAROLINA COUNTIES OF CAMDEN, CHOWAN, CURRITUCK, GATES,
PASQUOTANK, PERQUIMANS.
VIRGINIA COUNTIES OF CHESAPEAKE, GLOUCESTER, HAMPTON, ISLE OF WIGHT,
JAMES CITY, MATHEWS, NEWPORT NEWS, NORFOLK, POQUOSON, PORTSMOUTH,
SOUTHAMPTON, SUFFOLK, SURRY, VIRGINIA BEACH, WILLIAMSBURG, YORK.

** Fringe Benefits Required For All Occupations Included In
This Wage Determination Follow The Occupational Listing **

OCCUPATION CODE AND TITLE	MINIMUM HOURLY WAGE
ADMINISTRATIVE SUPPORT AND CLERICAL:	
01011 Accounting Clerk I	\$ 6.75
01012 Accounting Clerk II	\$ 8.52
01013 Accounting Clerk III	\$ 9.95
01014 Accounting Clerk IV	\$ 10.75
01030 Court Reporter	\$ 9.81
01050 Dispatcher, Motor Vehicle	\$ 8.03
01060 Document Preparation Clerk	\$ 8.08
01090 Duplicating Machine Operator	\$ 8.08
01110 Film/Tape Librarian	\$ 8.46
01115 General Clerk I	\$ 6.02
01116 General Clerk II	\$ 7.42
01117 General Clerk III	\$ 8.54
01118 General Clerk IV	\$ 9.58
01120 Housing Referral Assistant	\$ 10.42
01131 Key Entry Operator I	\$ 7.32
01132 Key Entry Operator II	\$ 9.24
01191 Order Clerk I	\$ 7.32
01192 Order Clerk II	\$ 9.59
01220 Order Filler	\$ 8.46
01261 Personnel Assistant (Employment) I	\$ 8.65
01262 Personnel Assistant (Employment) II	\$ 10.03
01263 Personnel Assistant (Employment) III	\$ 10.75
01264 Personnel Assistant (Employment) IV	\$ 12.06
01270 Production Control Clerk	\$ 10.42
01290 Rental Clerk	\$ 8.46
01300 Scheduler, Maintenance	\$ 8.46
01311 Secretary I	\$ 8.46
01312 Secretary II	\$ 9.81
01313 Secretary III	\$ 10.42
01314 Secretary IV	\$ 11.41
01315 Secretary V	\$ 11.96
01320 Service Order Dispatcher	\$ 8.46
01341 Stenographer I	\$ 8.78

01342 Stenographer II	\$ 9.86
01400 Supply Technician	\$ 10.00
01420 Survey Worker(Interviewer)	\$ 9.81
01460 Switchboard Operator- Receptionist	\$ 8.08
01531 Travel Clerk I	\$ 6.31
01532 Travel Clerk II	\$ 6.69
01533 Travel Clerk III	\$ 7.06
01551 Typist I	\$ 7.42
01552 Typist II	\$ 8.92
01611 Word Processor I	\$ 8.73
01612 Word Processor II	\$ 9.80
01613 Word Processor III	\$ 10.97

AUTOMATIC DATA PROCESSING:

03010 Computer Data Librarian	\$ 8.26
03041 Computer Operator I	\$ 8.26
03042 Computer Operator II	\$ 9.58
03043 Computer Operator III	\$ 11.83
03044 Computer Operator IV	\$ 13.70
03045 Computer Operator V	\$ 14.56
03071 Computer Programmer I 1/	\$ 11.02
03072 Computer Programmer II 1/	\$ 13.62
03073 Computer Programmer III 1/	\$ 16.20
03074 Computer Programmer IV 1/	\$ 19.39
03101 Computer Systems Analyst I 1/	\$ 17.62
03102 Computer Systems Analyst II 1/	\$ 20.23
03103 Computer Systems Analyst III 1/	\$ 23.23
03150 Peripheral Equipment Operator	\$ 8.26

AUTOMOTIVE SERVICE:

05005 Automobile Body Repairer, Fiberglass	\$ 14.05
05010 Automotive Glass Installer	\$ 12.82
05040 Automotive Worker	\$ 12.82
05070 Electrician, Automotive	\$ 13.42
05100 Mobile Equipment Servicer	\$ 11.59
05130 Motor Equipment Metal Mechanic	\$ 14.05
05160 Motor Equipment Metal Worker	\$ 12.82
05190 Motor Vehicle Mechanic	\$ 14.05
05220 Motor Vehicle Mechanic Helper	\$ 10.95
05250 Motor Vehicle Upholstery Worker	\$ 12.82
05280 Motor Vehicle Wrecker	\$ 12.82
05310 Painter, Automotive	\$ 13.42
05340 Radiator Repair Specialist	\$ 12.82
05370 Tire Repairer	\$ 11.59
05400 Transmission Repair Specialist	\$ 14.05

FOOD PREPARATION AND SERVICE:

07010 Baker	\$ 8.68
07041 Cook I	\$ 7.85
07042 Cook II	\$ 8.68
07070 Dishwasher	\$ 6.05
07100 Food Service Worker	\$ 6.05
07130 Meat Cutter	\$ 8.68
07250 Waiter/Waitress	\$ 6.58

FURNITURE MAINTENANCE AND REPAIR:

09010 Electrostatic Spray Painter	\$ 13.42
09040 Furniture Handler	\$ 10.95
09070 Furniture Refinisher	\$ 13.42
09100 Furniture Refinisher Helper	\$ 10.95
09110 Furniture Repairer, Minor	\$ 12.19
09130 Upholsterer	\$ 13.42

GENERAL SERVICES AND SUPPORT:

11030 Cleaner, Vehicles	\$ 6.05
11060 Elevator Operator	\$ 6.05
11090 Gardener	\$ 7.75
11121 Housekeeping Aide I	\$ 5.93
11122 Housekeeping Aide II	\$ 6.49
11150 Janitor	\$ 6.05
11180 Laborer	\$ 9.68
11210 Laborer, Grounds Maintenance	\$ 6.58
11240 Maid or Houseman	\$ 5.52
11270 Pest Controller	\$ 8.25
11300 Refuse Collector	\$ 6.05
11360 Window Cleaner	\$ 6.58

HEALTH:

12010 Ambulance Driver	\$ 8.75
12040 Emergency Medical Technician	\$ 9.13
12070 Licensed Practical Nurse	\$ 8.82
12100 Medical Assistant	\$ 7.88
12130 Medical Laboratory Technician	\$ 7.88
12160 Medical Record Clerk	\$ 7.88
12190 Medical Record Technician	\$ 10.92
12220 Nursing Assistant	\$ 7.02
12250 Pharmacy Technician	\$ 9.83
12280 Phlebotomist	\$ 7.88
2311 Registered Nurse I	\$ 10.92
2312 Registered Nurse II	\$ 13.36
2313 Registered Nurse II, Specialist	\$ 13.36
2314 Registered Nurse III	\$ 16.16
2315 Registered Nurse III, Anesthetist	\$ 16.16
2316 Registered Nurse IV	\$ 19.37

FORMATION AND ARTS:

3002 Audiovisual Librarian	\$ 14.56
3011 Exhibits Specialist I	\$ 13.06
3012 Exhibits Specialist II	\$ 15.87
3013 Exhibits Specialist III	\$ 17.63
3041 Illustrator I	\$ 13.06
3042 Illustrator II	\$ 15.87
3043 Illustrator III	\$ 17.63
3050 Library Technician	\$ 11.02
071 Photographer I	\$ 10.40
072 Photographer II	\$ 13.06
073 Photographer III	\$ 15.87
074 Photographer IV	\$ 17.63
075 Photographer V	\$ 21.32

LAUNDRY, DRY CLEANING, PRESSING:

15010 Assembler	\$ 5.18
15030 Counter Attendant	\$ 5.18
15040 Dry Cleaner	\$ 6.30
15070 Finisher, Flatwork, Machine	\$ 5.18
15090 Presser, Hand	\$ 5.18
15100 Presser, Machine, Dry Cleaning	\$ 5.18
15130 Presser, Machine, Shirts	\$ 5.18
15160 Presser, Machine, Wearing Apparel, Laundry	\$ 5.18
15190 Sewing Machine Operator	\$ 6.71
15220 Tailor	\$ 7.11
15250 Washer, Machine	\$ 5.57

MACHINE TOOL OPERATION AND REPAIR:

19010 Machine-tool Operator (Toolroom)	\$ 14.05
19040 Tool and Die Maker	\$ 15.57

MATERIALS HANDLING AND PACKING:

21010 Fuel Distribution System Operator	\$ 12.82
21020 Material Coordinator	\$ 12.19
21030 Material Expediter	\$ 12.19
21040 Material Handling Laborer	\$ 7.44
21071 Forklift Operator	\$ 9.05
21100 Shipping/Receiving Clerk	\$ 8.85
21130 Shipping Packer	\$ 8.85
21150 Stock Clerk	\$ 8.85
21210 Tools and Parts Attendant	\$ 10.95
21400 Warehouse Specialist	\$ 10.54

MECHANICS AND MAINTENANCE AND REPAIR:

23010 Aircraft Mechanic	\$ 14.05
23040 Aircraft Mechanic Helper	\$ 10.95
23060 Aircraft Servicer	\$ 12.19
23070 Aircraft Worker	\$ 12.82
23100 Appliance Mechanic	\$ 13.42
23120 Bicycle Repairer	\$ 11.59
23125 Cable Splicer	\$ 14.05
23130 Carpenter, Maintenance	\$ 13.42
23140 Carpet Layer	\$ 13.42
23160 Electrician, Maintenance	\$ 15.57
23181 Electronics Technician, Maintenance I	\$ 13.99
23182 Electronics Technician, Maintenance II	\$ 14.31
23183 Electronics Technician, Maintenance III	\$ 15.33
23260 Fabric Worker	\$ 12.19
23290 Fire Alarm System Mechanic	\$ 14.05
23310 Fire Extinguisher Repairer	\$ 11.59
23340 Fuel Distribution System Mechanic	\$ 14.05
23370 General Maintenance Worker	\$ 8.75
23400 Heating, Refrigeration and Air Conditioning Mechanic	\$ 14.05

23430 Heavy Equipment Mechanic	\$ 14.05
23460 Instrument Mechanic	\$ 14.05
23500 Locksmith	\$ 13.42
23530 Machinery Maintenance Mechanic	\$ 14.05
23550 Machinist, Maintenance	\$ 14.05
23580 Maintenance Trades Helper	\$ 10.95
23640 Millwright	\$ 14.05
23700 Office Appliance Repairer	\$ 13.42
23740 Painter, Aircraft	\$ 13.42
23760 Painter, Maintenance	\$ 13.42
23790 Pipefitter, Maintenance	\$ 14.05
23800 Plumber, Maintenance	\$ 13.42
23820 Pneudraulic Systems Mechanic	\$ 14.05
23850 Rigger	\$ 14.05
23870 Scale Mechanic	\$ 12.82
23890 Sheet-metal Worker, Maintenance	\$ 14.05
23910 Small Engine Mechanic	\$ 12.82
23930 Telecommunications Mechanic I	\$ 14.05
23940 Telecommunications Mechanic II	\$ 15.22
23950 Telephone Lineman	\$ 14.05
23960 Welder, Combination, Maintenance	\$ 14.05
23965 Well Driller	\$ 14.05
23970 Woodcraft Worker	\$ 14.05
23980 Woodworker	\$ 12.22

PERSONAL NEEDS:

24570 Child Care Attendant	\$ 6.01
24600 Chore Aide	\$ 4.91
24630 Homemaker	\$ 8.33

PLANT AND SYSTEM OPERATION:

25010 Boiler Tender	\$ 14.05
25040 Sewage Plant Operator	\$ 13.42
25070 Stationary Engineer	\$ 14.05
25190 Ventilation Equipment Tender	\$ 10.95
25210 Water Treatment Plant Operator	\$ 13.42

PROTECTIVE SERVICE:

27004 Alarm Monitor	\$ 7.21
27010 Court Security Officer	\$ 9.68
27040 Detention Officer	\$ 9.68
27070 Firefighter	\$ 10.50
27101 Guard I	\$ 6.03
27102 Guard II	\$ 7.21
27130 Police Officer	\$ 12.28

TECHNICAL:

29010 Air Traffic Control 2/ Specialist, Center	\$ 21.67
29011 Air Traffic Control 2/ Specialist, Station	\$ 14.94
29012 Air Traffic Control 2/ Specialist, Terminal	\$ 16.46
29020 Archeological Technician	\$ 15.87
29030 Cartographic Technician	\$ 15.87
29040 Civil Engineering Technician	\$ 15.87

29061 Drafter I	\$ 9.24
29062 Drafter II	\$ 10.40
29063 Drafter III	\$ 13.06
29064 Drafter IV	\$ 15.87
29070 Embalmer	\$ 17.63
29081 Engineering Technician I	\$ 10.36
29082 Engineering Technician II	\$ 11.63
29083 Engineering Technician III	\$ 13.02
29084 Engineering Technician IV	\$ 16.12
29085 Engineering Technician V	\$ 19.72
29086 Engineering Technician VI	\$ 23.86
29090 Environmental Technician	\$ 15.87
29210 Laboratory Technician	\$ 11.83
29240 Mathematical Technician	\$ 15.87
29330 Mortician	\$ 17.63
29390 Photooptics Technician	\$ 15.87
29480 Technical Writer	\$ 15.02
29620 Weather Observer, Senior 3/	\$ 12.80
29621 Weather Observer, Combined 3/ Upper Air and Surface Programs	\$ 11.83
29622 Weather Observer, Upper Air 3/	\$ 11.83

**TRANSPORTATION/MOBILE EQUIPMENT
OPERATION:**

31030 Bus Driver	\$ 9.15
31100 Driver Messenger	\$ 8.70
31200 Heavy Equipment Operator	\$ 14.05
31290 Shuttle Bus Driver	\$ 8.75
31300 Taxi Driver	\$ 7.29
31361 Truckdriver, Light Truck	\$ 8.75
31362 Truckdriver, Medium Truck	\$ 9.15
31363 Truckdriver, Heavy Truck	\$ 9.65
36364 Truckdriver, Tractor-Trailer	\$ 10.15

MISCELLANEOUS:

99005 Aircraft Quality Control Inspector	\$ 15.22
99020 Animal Caretaker	\$ 7.00
99030 Cashier	\$ 5.93
99040 Child Care Center Clerk	\$ 7.50
99050 Desk Clerk	\$ 7.00
99260 Instructor	\$ 17.63
99300 Lifeguard	\$ 5.36
99350 Park Attendant (Aide)	\$ 6.73
99400 Photofinishing Worker	\$ 6.01
99500 Recreation Specialist	\$ 13.04
99510 Recycling Worker	\$ 7.41
99610 Sales Clerk	\$ 5.36
99630 Sports Official	\$ 5.36
99658 Survey Party Chief	\$ 7.85
99659 Surveying Technician	\$ 7.50
99660 Surveying Aide	\$ 4.91
99690 Swimming Pool Operator	\$ 8.68
99720 Vending Machine Attendant	\$ 7.41
99730 Vending Machine Repairer	\$ 8.68
99740 Vending Machine Repairer Helper	\$ 7.41

**** Fringe Benefits Required For All Occupations Included In
This Wage Determination ****

HEALTH & WELFARE: Life, accident, and health insurance plans, sick leave, pension plans, civic and personal leave, and savings and thrift plans. Minimum employer contributions costing an average of \$2.56 per hour computed on the basis of all hours worked by service employees employed on the contract. May include such benefits as severance pay.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years; 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 predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 4.173)

HOLIDAYS: 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 4.174)

Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See 29 CFR 4.156)

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.

APPLICABLE TO WEATHER OBSERVERS ONLY - NIGHT PAY & SUNDAY PAY: If you work at night as a 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 employee (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).

**** 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 \$4.25 per week (or \$.85 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.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Titles and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by First Supplement December 1993, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

**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(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), 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.

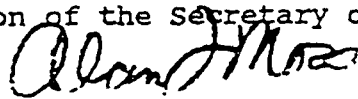
5) The contracting officer transmits the Wage and Hour decision to the contractor.

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.

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



Alan L. Moss
Director

Division of
Wage Determinations

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

Wage Determination No.: 73-1265
Revision No.: 15
Date of Last Revision: 03/10/1995

State(s): Virginia

Area: VIRGINIA COUNTIES OF HAMPTON.

**** Fringe Benefits Required For All Occupations Included In
This Wage Determination Follow The Occupational Listing ****

OCCUPATION

MINIMUM HOURLY WAGE

Employed on NASA contracts for logistics and
administrative support services at Langley
Research Center:

In accordance with Sections 2(a) and 4(c) of the Service Contract Act, as amended, employees employed by the contracts in performing the above services and covered by the collective bargaining agreement(s) between Mason & Hanger Services, Inc. and (1) District Lodge 74, International Association of Machinists and Aerospace Workers, Local No. 2531 (2) International Union, United Plants Guard Workers of America, Local No. 451 are to be paid wage rates and fringe benefits set forth in the bargaining agreement(s), effective October 29, 1994 - October 28, 1997 and July 1, 1994 - November 28, 1997, respectively.

**** 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 \$4.25 per week (or \$.85 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.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

**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(s) and computes a proposed rate(s).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), 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.

NOTE:

In accordance with Section 4(c) of the Service Contract Act, as amended, the wage rates and fringe benefits set forth in this wage determination are based on a collective bargaining agreement(s) under which the incumbent contractor is operating. The wage determination sets forth the wage rates and fringe benefits provided by the collective bargaining agreement and applicable to performance on the service contract. However, failure to include any job classification, wage rate, or fringe benefit encompassed in the collective bargaining agreement does not relieve the successor contractor of the statutory requirements to comply as a minimum with the terms of the collective bargaining agreement insofar as wages and fringe benefits are concerned.

**AGREEMENT BETWEEN
MASON & HANGER SERVICES INC.**

and

**INTERNATIONAL UNION,
UNITED PLANT GUARD WORKERS
OF AMERICA (UPGWA)**

and its

AMALGAMATED LOCAL NO. 451

July 1, 1994 through November 28, 1997

Ex. 150

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PREAMBLE

This Agreement is entered into with an effective date of the 1st day of July, 1994 between MASON & HANGER SERVICES INC., hereinafter referred to as "Employer", and the INTERNATIONAL UNION, UNITED PLANT GUARD WORKERS OF AMERICA (UPGWA) and its AMALGAMATED LOCAL UNION NO. 451, hereinafter jointly referred to as the "Union".

ARTICLE 1

PURPOSE AND SCOPE OF AGREEMENT

- A. It is the intent and the purpose of the parties hereto to set forth herein the basic agreement covering wages, hours of work, and conditions of employment to be observed between the parties hereto, and to provide a procedure for prompt, peaceful adjustment or settlement of alleged grievances to the end that there shall be no interruptions or impeding of work, work stoppages, strikes or lockouts during the term of this agreement.
- B. This Agreement shall apply to the Employees, as defined in Article II of this Agreement, who are now employed or who are hereafter employed by the Employer at the Employer's operation at the NASA Langley Research Center in Hampton, Virginia.

ARTICLE 2

RECOGNITION

The Employer hereby recognizes the Union as the exclusive bargaining representative with respect to rates of pay, hours of work, and other conditions of employment for the following bargaining unit as certified by the National Labor Relations Board in Case No. 5-RC-12048: All full-time and regular part-time Security Guards as defined in Section 9(b)(3) of the National Labor Relations Act, as amended, including sergeants and dispatchers employed by the Employer at its Langley Research Center, Hampton, Virginia location, but excluding all Badge and Pass employees, lieutenants, office clerical employees, and supervisors as defined in the Act.

ARTICLE 3

PROBATIONARY PERIOD

Section 1: An employee shall be a probationary employee until he has worked for the Employer on the site for ninety (90) calendar days. After he has worked such a period, the employee, if full-time, shall gain seniority status and his seniority date shall revert to the first day the employee earns wages from the Employer for employment at this site.

Section 2: During the probationary period, the employee may be disciplined, laid off, transferred, discharged or subject to any other action by the Employer with cause and without resort to the grievance and arbitration procedures by the employee or the Union on his behalf.

ARTICLE 4

EMPLOYEE DEFINITION

Section 1: A full-time employee shall be defined as an employee hired with the understanding that he/she will be regularly scheduled to work 40 hours a week.

Section 2: A part-time employee shall be defined as an employee hired with the understanding that he/she will be assigned work when work is available. The work shall be assigned based upon the length of continuous service with the Employer or the Employer's predecessor(s) at Langley Research Center.

Section 3: The parties recognize that in the administration of this article the intent will be, where practicable, to give consideration to an employee's seniority.

Section 4: Part-time employees will be assigned work to permit full-time employees to work a schedule which is as reasonable and predictable as possible. Part-time employees will not be assigned work for the sole purpose of reducing overtime of the full-time employee.

Section 5: Nothing in this Agreement shall be construed as a guarantee of any number of hours of work.

ARTICLE 5

AUTHORIZED PAYROLL DEDUCTION

Section 1: The Employer agrees, subject to the provisions and definitions contained in this Agreement, to deduct Union dues, initiation fees, and/or other authorized deductions from the wages of employees.

Section 2: The Union agrees to furnish to the Employer authorization for payroll deduction, signed by the bargaining unit employee.

Section 3: All present employees who are members of the union on the effective date of this Agreement shall remain members of the Union in good standing or pay an amount equivalent to the Union dues. Present employees who are not members of the Union and/or employees who are hired hereafter, shall become and remain members in good standing in the Union or pay an amount equivalent to the Union dues at the close of the last pay period in each month. This money is to pay the Union's cost of representing employees for the purpose of collective bargaining and this authorization is not conditioned on present or future membership in the Union.

Section 4: Dues and other deductions from bargaining unit employees' pay shall be monthly forwarded to the Local Union No. 451 along with a list of the names, the amount deducted from each employee, and the total amount forwarded. The monthly deductions shall be forwarded to the local Union no later than fifteen (15) days after the end of the month for which the sums were collected. The check shall be made out to the Local Union 451, United Plant Guard Workers of America, and sent to its named address.

Section 5: Full-time employees shall have deducted the equivalent of two (2) hours straight time pay per month for Union dues.

Section 6: Part-time employees shall have deducted the equivalent of one (1) hour straight time pay per month for Union dues. However, should a part-time employee work 160 hours or more in any one month, for this month he/she shall have deducted the equivalent of two (2) hours straight time pay for Union dues.

Section 7: When an employee's earnings are insufficient to cover the authorized deduction, the deduction shall be made in the next payroll period in which sufficient earnings are available.

Section 8: The Union agrees to indemnify the Employer and hold it harmless against any and all suits, claims, demands, and liabilities including monetary damages, back pay or penalties for which the Employer is held liable by a judgement in a court of competent jurisdiction as a result of the Employer's compliance with the foregoing provisions of this Article and for attorney's fees and court costs incurred by the Employer in connection therewith.

ARTICLE 6

MANAGEMENT RIGHTS

Section 1: Except as expressly modified elsewhere in this Agreement, management of the business and direction of the security forces are exclusively the right of Management. Those rights include, but are not limited to, the rights to:

- (a) Hire;
- (b) Determine the number, location, and type of guard posts and guards;
- (c) Assign work;
- (d) Discontinue, temporarily or permanently, any posts;
- (e) Promote, demote, transfer, discharge, discipline, or suspend for just cause;
- (f) Maintain order and efficiency of operations;
- (g) Determine the number of shifts and the starting and quitting times of each shift;
- (h) Require employees to obey Employer rules and regulations relating to the operation of the company at the site and to acceptable employee conduct as are presently in effect or which may be changed or modified from time to time by Employer;
- (i) Decide on the supplies, equipment, or weapons to be used;
- (j) Determine the size of the work force, including the number of employees assigned to any particular shift;
- (k) Determine when overtime shall be worked;
- (l) Establish hours of work;
- (m) Lay off employees or relieve them from duty for lack of work or other reasons and to recall employees.

Section 2: The above rights of management are not all inclusive but indicate the type of matters or rights which belong to and are inherent to management.

Any of the rights, power, or authority the Employer had prior to the signing of this Agreement are retained by the Employer except those specifically abridged or modified by this Agreement and any supplemental agreements that may hereafter be made. The Employer's failure to exercise any function reserved to it shall not be deemed a waiver of any such right.

ARTICLE 7

UNION REPRESENTATION

Section 1: The Union's Local President and/or International Representative or their designees may be permitted access to the Employer's offices at the site at mutually agreeable times upon reasonable prior notification to the employer for the sole purpose of considering matters covered by this Agreement. The Union's business representative shall not engage in any activities which interfere with the work of any employee covered by this agreement.

Section 2: There shall be no Union business and no solicitation of any nature on behalf of the Union during an employee's working time except in accordance with the grievance and arbitration procedures.

ARTICLE 8

UNION STEWARDS

Section 1: The Union shall be entitled to be represented by not more than one steward on each shift. The Union is responsible for notifying the Employer, in writing, as to the individuals officially designated to act as shift stewards. An employee shall not be permitted to engage in steward duties until such notification is received. Each shift shall have an alternate steward; he shall handle grievances only when the regular shift steward is not at work.

Section 2: A steward, in addition to performing his assigned work, may be permitted, during working hours to the extent practicable, based on Employer's business needs, to assist in the settlement of grievances in accordance with the grievance and arbitration procedures of this Agreement. The steward shall not abuse his office and shall perform his steward duties as expeditiously as possible with a reasonable amount of time for the performance of such duties being approved by the Employer, when

practicable. A steward shall not leave his duty assignment or post on any Union business without first obtaining approval of the shift supervisor. Upon returning to his duty assignment or post, the steward shall immediately notify the shift supervisor. In no case shall a steward interfere with the orderly operation of Employer's work.

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ARTICLE 9

HOURS OF WORK

Section 1: The normal work day of security coverage at the work site shall be from 12:15 a.m. to 12:15 a.m. the following day. The normal work week of security coverage at the work site shall be from Sunday, 12:15 a.m. to the following Sunday, 12:15 a.m.

Section 2: The normal work day for an employee shall consist of eight (8) hours. The normal work week for an employee shall be forty (40) hours.

Section 3: Standard work shifts shall be as follows:

- A. The first shift commences at 12:15 a.m. and ends at 8:15 a.m.
- B. The second shift commences at 8:15 a.m. and ends at 4:15 p.m.
- C. The third shift commences at 4:15 p.m. and ends at 12:15 a.m.

Section 4: Normal work schedules will be prepared and posted weekly for the following fourteen-day (14-day) period. Changes to the normal work schedule may be made due to an emergency or changed work conditions. A copy of the work schedule shall be posted at a place convenient to security personnel.

Section 5: Nothing in this Agreement shall be construed as a guarantee of any number of hours of work per day or per week.

Section 6: Full-time employees shall have as predictable a work schedule as possible to accommodate their desire to be off two (2) consecutive days.

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ARTICLE 10**OVERTIME**

Section 1: Employees will be paid an overtime rate of one and one half (1.5) times their base wage rate for hours worked in excess of forty (40) hours in any one work week.

Section 2: Employees will be paid a rate of two (2) times their base wage rate for work performed on the seventh (7th) and eighth (8th) consecutive workdays.

Section 3: There shall be no pyramiding of overtime pay. Neither time and one half or double time shall be paid more than once for the same hours worked.

Section 4: No full-time employee's regular work schedule shall be reduced solely for the purpose of avoiding overtime for consecutive hours or days worked within the regular work week.

Section 5: The Employer has the right to require an employee to work beyond his normal eight (8) hour shift or beyond his normal forty (40) hour week. The Employer shall first seek volunteers to work the additional hours, if the number of volunteers fail to cover the jobs then the part-time employees shall be assigned the overtime work after prior notice, if the number of aforementioned employees fail to cover the jobs the full-time employees will be assigned to the jobs based on the employee with the less seniority on that shift.

Section 6: The Employer shall equalize all overtime work. Employees offered overtime or having the opportunity to work overtime but refuse, it shall be credited with having worked the overtime for purposes of equalization for the pay overtime records.

Section 7: A written record of overtime worked by the employees on each shift will be maintained by the Security Branch Manager's office. The overtime record will indicate the date and amount of overtime being credited to the employee. Employees will be credited with overtime worked by recording the number of actual overtime hours worked. Employees unable to work overtime, when requested, shall be deemed to have worked the hours asked to work. The Union shall be entitled to review employee overtime records on a periodic basis.

ARTICLE 12**VACATION**

Section 1: Full-time employees shall accrue vacation leave in accordance with the following schedule:

1. Full-time employees with less than one (1) year of active service with the Company shall accrue .0385 hours for every one (1) hour worked. On a 40-hour work week this would equal 1.54 hours of vacation (80 hours annually).
2. Full-time employees with less than ten (10) years and greater than one (1) year of continuous service with the Company shall accrue .05775 hours for every one (1) hour worked. On a 40-hour work week this would equal 2.31 hours of vacation (120 hours annually).
3. Full-time employees with greater than fifteen (15) years of continuous service with the company shall accrue .0769 hours for every one (1) hour worked. On a 40-hour work week this would equal 3.08 hours of vacation (160 hours annually).

Continuous service is defined as the period of uninterrupted employment with the Employer and/or with the Employer's predecessors at the NASA Langley Research Center in Hampton, Virginia.

Section 2: Each full-time employee will accrue vacation time weekly while in pay status, not to exceed 40 hours. Vacations must be scheduled in advance and approved by the Employer in order to schedule vacations without severe impact on the work, but the Employer will make every effort to honor the employee's requested time of vacation.

Section 3: Full-time employees taking an earned and approved vacation shall be paid for the vacation in accordance with the normal company payroll schedule. This schedule is payment of wages due five (5) work days following the end of the pay period. However, should the employee desire payment of vacation time prior to beginning the vacation he/she must submit the proper company paperwork to Payroll two (2) weeks prior to the first day of scheduled time off. Advance vacation pay will only be granted in 40-hour increments. Vacation pay shall be at the employee's rate of pay at the time of beginning the vacation.

Section 8: It shall be clearly understood by the parties that in scheduling overtime, the Employer will give as much advance notice to the employee as possible, and where possible will give three (3) days notice.

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ARTICLE 11

HOLIDAYS

Section 1: Full-time employees shall receive ten (10) paid holidays per year. Holiday pay shall be eight (8) hours of straight hourly rate. Holidays to be observed are New Year's Day, Martin Luther King's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day.

Section 2: Part-time employees and probationary employees will not receive paid holidays, but will be paid holiday overtime when working one of the named holidays at the rate prescribed below.

Section 3: The named holidays will not be observed as non-work days. However, full-time employees working on those holidays will receive the same pay rate as they would normally receive on a regular work day in addition to the eight (8) hours pay for the holiday. Part-time employees and probationary employees will be paid at a rate of two (2) times their base hourly rate for hours worked on a named holiday.

Section 4: An employee who is absent without an acceptable excuse on the work day immediately preceding or the work day immediately following a holiday shall forfeit his/her right to be paid for such holiday. Absence due to sickness shall constitute an acceptable excuse. The Employer reserves the right to require a doctor's certificate in cases where absence is repeated or otherwise appears suspicious.

Section 5: An employee scheduled to work on a holiday who fails to work his/her complete tour of duty shall not receive holiday pay, except for good cause.

Section 6: An employee on layoff shall not be entitled to any holiday pay for holidays falling during the layoff.

ARTICLE 13

CALL-IN AND REPORTING PAY

Section 1: Employees are required to report for work at their schedule starting times. An employee shall notify the on-duty shift supervisor at least three (3) hours prior to his scheduled starting time if he is unable to report to work. In those cases where an emergency arises within three (3) hours of the employee's starting time, or an occasion such as employee illness develops within three (3) hours of the employee's starting time, the employee or a family member shall notify the shift supervisor as soon as possible.

Section 2: An employee needing to be absent from work due to personal injury, illness, or death in the immediate family will notify the designated agents per Section 1 at least three (3) hours before the starting time of the scheduled work shift.

Section 3: An employee who reports for work at his regular starting time or has been called in to work and has not been advised, either orally or in writing, not to report shall receive a minimum of four (4) hours work or four (4) hours pay at his regular straight-time hourly rate, provided that the employee is regularly scheduled to work at least four (4) hours.

Section 4: The provisions of Section 3 above shall not apply if the Employer is unable to advise the employee not to report, or to provide the work because of Acts of God or other conditions or causes beyond the control of the Employer.

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ARTICLE 14

FAIR EMPLOYMENT PRACTICES

Section 1: Employment Practices

The Company and the Union agree that no person employed or seeking employment shall be discriminated against by reason of race, religion, color, sex, or national origin. Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

Section 4: Vacations may be accumulated and carried over from one year to another, not to exceed 240 hours (30 days). All vacations, except day-at-a-time casual vacations (8 hours) shall commence on the first work day of the work week. Bargaining unit employees may utilize earned vacation on a daily basis provided one (1) day's notification is given to the company before a vacation is taken, unless the absence is due to illness and the affected employee has exhausted his/her sick leave entitlement.

Section 5: Granted vacations will be scheduled so as not to interfere with the efficient operation of the Employer. The Employer shall determine the number of employees who may be scheduled for vacation at any period of time. In determining vacation schedules, the Employer shall give preference to employees with greater seniority within job classifications when there is a choice to be made between employees requesting the same vacation period, provided that the more senior employee made timely application for the vacation period. Employees will be notified as soon as possible if requested time off is to be granted.

Section 6: A part-time employee who becomes full-time shall start accruing vacation time on the first work day as a full-time employee.

Section 7: Once a vacation has been approved and the employee notified, it shall not be revoked except in case of any emergency, as determined by the Employer.

Section 8: Probationary employees will begin accruing vacation on their first day worked. Employees with earned vacation time shall be paid for all time accrued upon leaving the employment of the Company. The vacation payout will be paid in the next pay period following completion of the pay week of departure.

Section 9: Employees are required to submit vacation requests in writing to the shift supervisor at least fourteen (14) calendar days prior to the requested vacation.

Section 10: If a holiday occurs during a vacation the employee will be paid for said holiday and the holiday will not be counted as a vacation day.

Section 11: Absence with pay (holidays, vacation, sick leave, jury duty, or any NASA-directed shutdown when work is denied employees) shall count in accrual of vacation time, as specified in Section 1 of this article.

ARTICLE 15**GRIEVANCE PROCEDURE**

Section 1: For the purpose of this Agreement, the word "grievance" means any dispute as to the meaning, application, or interpretation of the terms of this Agreement. Probationary employees shall not have any rights under the grievance procedure.

Section 2: In order to be processed, all grievances must be presented at the first step within five (5) working days of the event giving rise to the grievance. In the case of a discharge, the parties agree to proceed directly to the Step 3 meeting within five (5) working days after a timely written grievance is submitted to the Employer.

Section 3: A grievance shall be processed pursuant to the following procedure:

Step 1. The employee, with or without his steward, shall meet with his shift supervisor to discuss the grievance within five (5) working days of the event which is the subject of the grievance. If the grievance is not resolved within three (3) calendar days of the meeting, it may be processed in accordance with Step 2.

Step 2. The grievance shall be reduced to writing on prescribed forms provided by the Union, dated, and signed by the aggrieved party and presented to the Security Branch Manager within five (5) working days of the Step 1 meeting.

The written grievance shall specify the contractual provision(s) allegedly violated and the relief requested. A meeting shall be arranged within five (5) working days after the Employer's receipt of the written grievance. The meeting shall be attended by the grievant, the Union steward, the Security Branch Manager. The Employer shall give a written response to the grievance within five (5) working days after the Step 2 meeting. If the matter is not resolved at Step 2, it may be referred to Step 3.

Step 3. A meeting shall take place within seven (7) working days after the Employer's response to the Step 2 meeting. The meeting shall be attended by the grievant, steward, Local President, and/or International Representative of the Union or their designee(s), the Security Branch Manager, and the Contract Manager. In the event the grievance is not satisfactorily

Section 2: Age Provisions

No person employed or seeking employment shall be discriminated against by reason of age, except on the basis of a Bona Fide Occupational Qualification, retirement plan, or statutory requirement.

Section 3: Compliance with Laws and Regulations

The parties agree to comply with all applicable Federal laws and executive orders pertaining to nondiscrimination and equal opportunity in employment, including all orders issued by the Office of Federal Contract Compliance and any orders which are applicable to Government contract operations conducted by the Company at NASA Langley Research Center.

Section 4: Affirmative Action Plan

The parties recognize the requirement that the Company, as a Federal government contractor, adopt an affirmative action plan which includes goals, objectives and timetables for the recruitment, employment, training and upgrading of minority employees, female employees, handicapped employees, disabled veterans and veterans of the Vietnam Era employees. The Union agrees to support the Company's Affirmative Action Plan and will assist in the achievement of established goals and objectives within the bargaining unit covered by this Agreement.

Section 5: American with Disabilities Act (ADA)

The Union and the Company will comply with the provisions of the Americans with Disabilities Act.

Section 6: Special Provision

The provisions of this Article will not operate to invalidate any other term or condition of this Agreement.

Section 7: Federal Family Medical Leave Act

The Company and the Union agree to comply with the Federal Family and Medical Leave Act.

Agreement nor to rule on any matter except while this Agreement is in full force and effect. The arbitrator's decision shall be based exclusively on evidence presented at the arbitration hearing. The arbitrator's decision shall demonstrate that he has thoroughly considered the arguments advanced by each party and cite the provisions of the Agreement serving as the basis for the decision.

Section 4: The arbitrator shall have no power to establish or change wage or wage scales.

Section 5: The decision of the arbitrator shall be issued as promptly as possible. His decision shall be final and binding upon the Employer, the Union, and the grievant.

Section 6: The compensation of the arbitrator and his expenses incidental to the arbitration shall be borne equally. Each party shall bear the expense of preparing its case and shall make arrangements for the pay and expenses of witnesses called by them.

Section 7: All awards of back wages shall be limited to the amount of wages and benefits the employee would otherwise have earned from his straight-time employment with the Employer less any unemployment compensation.

Section 8: Unless the parties agree in writing to the contrary, an arbitrator may hear only one (1) grievance.

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ARTICLE 17

TRAINING

Section 1: The Employer shall provide reasonable training and instruction for all bargaining unit employees. The Union agrees to support all reasonable efforts to train employees.

Section 2: The Employer shall continue to train and qualify bargaining unit employees without causing the employee to suffer any lost wages.

Section 3: An employee attending scheduled training when not otherwise working shall be compensated a minimum of four (4) hours pay at his regular straight time hourly rate.

Section 4: The Company shall provide all necessary equipment, materials, weapons, locations and personnel as needed in the training and re-

settled within seven (7) work days after the Step 3 meeting, it may be submitted to an impartial arbitrator in accordance with the arbitration procedure. Also, it is understood that the Employer may submit to arbitration any matter concerning the interpretation or application of a specific provision of this Agreement.

Step 4. Should the grievance remain unsettled after the Step 3 hearing and receipt of the Employer's answer, the Union may, by written request, refer the grievance to arbitration. The written request must be received by the Employer within twenty (20) working days after the Step 3 answer in order to be timely submitted to arbitration.

Section 4: It is the intention of the parties that the time limitations and the requirements of the grievance procedure be rigidly followed, and that no grievance may be processed outside the stated limit except that if an answer is not given by the Employer within the time limits prescribed by any of the steps, the Union may appeal the grievance to the subsequent step. An untimely grievance shall not be considered by an arbitrator unless both parties agree to the hearing.

Section 5: For the purpose of the time limitations of this Article, a work day is defined as Monday through Friday. Time limits may be extended by mutual written agreement of the parties. Holidays are also excluded from the time limit count.

ARTICLE 16

ARBITRATION PROCEDURE

Section 1: The parties shall attempt to choose an arbitrator by mutual agreement within fifteen (15) calendar days from the date of the Employer's receipt of the Union's written appeal to arbitration. If the parties are unable to agree, then the Union or Employer may file for arbitration with the Federal Mediation and Conciliation Service.

Section 2: The arbitration case, when filed with the Federal Mediation and Conciliation Service, shall be handled in accordance with their rules and procedures.

Section 3: The arbitrator shall have no power to add to, or subtract from, or amend or modify any of the terms of this Agreement or any Supplementary

Section 5: The written professional opinion of the employee's personal physician or the physician of his choice, shall prevail over the professional opinion of the NASA physician. Should the employee's physician declare the employee physically fit to fulfill his/her job duties, the Employer will accept that opinion. Should the employee's physician declare that the employee has a correctable, or controllable, physical condition and that the employee is on a medical corrective program, and that the employee may immediately or within a reasonable time resume duties, that opinion shall be accepted by the Employer.

Section 6: Should the physical examination reveal a medical problem, all expenses associated with correcting the malady, including further medical testing or expenses, shall be borne by the employee.

Section 7: Each employee shall be subjected to scheduled drug screening tests. The cost of drug testing and screening shall be borne by the Employer.

ARTICLE 19

SENIORITY

Section 1:

- A. Seniority shall be defined as the length of time a full-time employee has continuously been employed by the Employer or its predecessors in the collective bargaining unit.
- B. A seniority list shall be maintained by the Employer for operations covered by this Agreement. A separate seniority list shall be maintained for part-time employees.
- C. Seniority for employees hired on the same date shall be determined alphabetically.
- D. An employee's seniority as a full-time employee shall commence after the completion of his probationary period and shall be retroactive to the date of hire.

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qualification courses that are required by the Commonwealth of Virginia and NASA. Without cost to the bargaining unit employee. This includes the cost of weapons permits.

Section 5: Every guard will be required to successfully pass both a written and firing requalification examination twice each year. If a guard fails to pass the individual firearms qualification/requalification, he/she will be given the opportunity to retake the firearm test within the following ten (10) calendar days. If the employee should fail the second test the employee will be given a third opportunity to retake the test within the following five (5) days. Failure to pass on the third opportunity will be considered just cause for discharge of the employee.

Section 6: The Employer shall provide fifty (50) to sixty (60) rounds of ammunition to fire for sight adjustment and/or warm-up.

Section 7: The Union shall be notified the same day that the bargaining unit employee/employees fail(s) the firearms/written qualifications.

ARTICLE 18

PHYSICAL EXAMINATIONS & DRUG TESTING

Section 1: The Union recognizes the Employer's obligation to its NASA client to provide a physically fit, mentally alert, and drug-free security force.

Section 2: Each employee will be required to undergo a medical physical examination and a reasonable agility test once each year, and to be drug tested on a scheduled basis.

Section 3: The Employer will schedule an annual physical examination for each employee, and the employee will be advised of the time and date of the examination at least two (2) weeks in advance. The physical examination shall be administered by a NASA physician at the NASA Clinic at Langley Research Center.

Section 4: Should the employee fail to pass the NASA-administered test, the employee shall have the option of scheduling and undergoing a repeat of the examination by his personal physician or a physician of his choice. For this retest, the Company will pay the employee a one-time payment of Fifty Dollars (\$50.00). The employee will pay any charge over this amount.

Section 4: Employee(s) shall continue to retain recall rights for a 12-month period commencing from the date of the layoff.

Section 5: When the Employer determines that a reduction in force is necessary, the members of the Grievance Committee, Local President, Vice President, Secretary-Treasurer, and Recording Secretary shall be retained under the superseniority clause. The intent of this provision is to retain an active employment union representative(s) for administration of this Agreement.

ARTICLE 21

PROMOTIONS

Section 1: In cases of promotion, the Employer will consider the seniority of the employees; however, the Employer reserves the right to make its selection based upon the relative skills, ability and performance of the employees, as determined by the Employer. When skills, ability and performance are equal, seniority will control.

Section 2: The Employer's policy is, to the extent possible, to promote from within. However, the Union recognizes it is the sole prerogative of the Employer to determine qualification requirements for a particular job and to assess the qualifications of individuals, and to make the selection for a particular job. Additionally, the Union recognizes that security positions often require special State certifications or other specialized qualifications.

Nevertheless, the Employer will, to the full extent practical, post job openings and upcoming promotions on the Security Branch bulletin board. Any employee will be permitted to apply for any posted job opening.

ARTICLE 22

UNIFORMS

Section 1: The Employer shall furnish sufficient uniform articles to permit the employees to maintain uniforms in a clean and presentable condition. Employees are responsible for always reporting to work in a clean and well-kept appearance.

Section 2: Seniority shall terminate if:

- A. An employee is discharged for just cause.
- B. An employee voluntarily quits.
- C. An employee is laid off for more than twelve (12) months.

Section 3: Seniority will continue to accrue during a layoff up to 12 months and during approved leaves of absence.

Section 4: Seniority shall apply only to those provisions of this Agreement regarding layoff and recall, provided that the employee is qualified. The Employer shall determine qualifications based upon relative skills, ability, and performance of the employees.

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ARTICLE 20

LAYOFFS

Section 1: When a reduction-in-force is contemplated, the following (in the following order) shall apply:

- 1. Probationary employees shall be laid off first.
- 2. Full-time employees shall be laid off on the basis of the employee(s) with the least seniority if, an additional Employee(s) is to be reduced from the work force.

Section 2: Full-time employee(s) will be afforded an opportunity to be reclassified as a part-time employee and retain full seniority and seniority rights over any part-time employee(s).

Part-time guard(s) are primarily used to cover absences of full-time guards short-notice special projects, and other unforeseen circumstances where additional guards are required. It is not the intent of the Company to utilize part-time guards to replace full-time guards.

Section 3: The Employer shall recall affected employee(s) on the basis of seniority, providing they are qualified to perform bargaining unit work.

employee's absence; and, prior to returning to work, the Employer may require that the employee be certified as being physically able to return to work.

D. Emergency Leave

An unpaid leave of absence, not to exceed one (1) month, may be granted under emergency or other situations at the sole discretion of the Employer.

Section 2: Employees returning from an unpaid leave of absence who have not scheduled a specific date on which they are to return must notify the security administrator, in writing, as least fourteen (14) calendar days before they intend to return to work.

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ARTICLE 24

BEREAVEMENT LEAVE

Section 1: In the case of the death of an employee's spouse, child, (natural, adopted or step), mother, father, sister or brother, grandparent, grandchild, present mother-in-law or father-in-law, such employee shall be allowed not more than three (3) days off with pay between the date of death and up to and including the day after the funeral for actual time lost from work because of the death. Bereavement leave shall not be used to compensate an employee for a day on which the employee is not scheduled to work, including vacation periods, leaves of absence, disability and Workers Compensation leaves.

Section 2: In order to receive bereavement leave pay, a death notice or other satisfactory proof of death must be submitted to the Employer. The employee must also furnish satisfactory proof of the relationship with the deceased. The employee must notify and advise the shift supervisor that he/she will be unable to attend work because of the death.

Section 3: A day's pay is defined as eight (8) hours pay at the employee's regular straight-time rate. In the event the employee is working a regularly scheduled ten-hour (10) shift, bereavement leave pay shall be equal to ten (10) hours.

Section 4: The employee must have completed his/her probationary period before being eligible for the bereavement leave pay. A probationary employee shall be granted an excused, unpaid leave of absence for

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ARTICLE 23

LEAVES OF ABSENCE

Section 1: Non-probationary full-time employees shall be eligible for the following leaves in accordance with the procedures set forth below. All leaves shall be in writing and signed by the Employer and the employee receiving same.

A. Military Leave

1. An employee who is a member of a Reserve unit or National Guard member shall be granted a leave of absence and be paid the difference between the amount of pay he/she received from the Federal or State government and his/her regular weekly pay for such duty up to a maximum of two weeks (80 hours) per year (when ordered for annual training). Such items as subsistence, rental, and travel allowance shall not be included in determining pay received from the Government.
2. It is understood that the Company is not obligated to approve a request for a leave of absence for an individual to attend volunteer military training.

B. Union Business

An unpaid Union leave for up to five (5) work days may be granted to an employee to attend International Constitutional Conventions, regional and/or state conferences, etc., provided that no more than one (1) employee shall be granted this type of leave at any time.

C. Medical Leave

Each full-time employee will accumulate paid sick leave at the rate of five (5) days per year. Sick leave will accumulate from year to year so long as the employee is employed by the Employer. Sick leave will be paid at the employee's current straight time hourly rate. Unpaid medical leave of absence, including pregnancy, may be granted should an employee exhaust his/her earned sick leave, for a period of up to 90 days. Unpaid medical leave for Workers Compensation disabilities may be granted for a period of up to fifteen (15) months. Inability to work for medical reasons must be verified by a doctor's certificate. The Employer has the right to verify the reason for the

Section 3: . An employee who accepts an appointment to a supervisory position shall retain his seniority for a period of one year (12 months) in the event he/she should return to the bargaining unit.

ARTICLE 27

BREAKS & RELIEF

The Company shall make best efforts to provide relief for guards on a post when they need to use bathroom facilities. If possible and practicable relief breaks shall be granted to guards on outdoor posts in cases of extreme weather conditions.

ARTICLE 28

PLANT RULES

Section 1: Both the Union and the Employer understand and agree that the work performed under this contract is on the government-owned NASA Langley Research Center and, therefore, both the Union and the Employer are subject to government plant rules that exist, or may be implemented in the future.

Section 2: The Union agrees the Employer may establish reasonable plant rules not inconsistent with the terms of this Agreement. The reasonableness and application of any such rule may be challenged through the grievance procedure.

ARTICLE 29

DISCIPLINE & DISCHARGE

Section 1: The Employer has the right to discipline or discharge an employee for just cause.

Section 2: An employee shall not be disciplined, suspended, or discharged without good cause. If an employee feels he/she has been unjustly dealt with, he/she may request his/her Union Representative to discuss the nature of a suspension or discharge with the Employer. The Employer will advise the employee and the Union Representative of the reason for the

bereavement purposes, the duration of which shall be measured by the criteria set forth in Section 1.

ARTICLE 25

BARGAINING UNIT WORK

Employees outside the bargaining unit, including supervisors, shall not perform work on a job normally performed by an employee in the bargaining unit. This provision shall not be construed to prohibit such non-bargaining unit employees, including supervisors from performing the following types of work:

- A. Experimental work.
- B. Demonstration work performed for the purpose of instructing and training employees.
- C. Work required by emergency conditions or due to employee absence.
- D. Work of a de minimus nature.

ARTICLE 26

SUPERVISORS & TEMPORARY SUPERVISORS

Section 1: The Employer may assign an employee to perform as a temporary supervisor when the need arises due to short-term absences of a permanent supervisor due to illness, jury duty, vacation, or other circumstances, or when there is a short-term need for an increased number of supervisors due to an increase in operating requirements (work load). An employee will not be assigned as a temporary supervisor for more than 120 days in a calendar year.

Section 2: An employee will not be assigned as a temporary supervisor solely to avoid a layoff called for by his/her seniority or to effectuate his/her recall from layoff despite lack of sufficient seniority. An employee assigned as a temporary supervisor shall remain an employee covered by this Agreement.

- E. Other notices concerning Union affairs which are not political or controversial in nature.

Material to be placed on the board must be seen and approved by the Employer.

ARTICLE 31

GENERAL PROVISIONS

Section 1: Notices

The Employer and the Union shall keep each other advised, in writing, of the names of the authorized representatives.

Section 2: Employee Address and Telephone Number

Each employee is at all times responsible for having a correct address and telephone number on file with the Employer. All written notices shall be deemed to be properly filed if sent to the employee's last address on file.

Section 3: Gender

Pronouns of either gender used in this Agreement are equally applicable to the masculine and feminine genders.

Section 4: Union Cooperation

The Union agrees to cooperate with and assist the Employer to attain the best efficiency possible, and shall support the Employer's efforts to introduce and improve its method of operation.

Section 5: Paychecks

Employees are responsible for their paychecks after they have been issued. Checks lost or otherwise missing should be reported to the Shift Supervisor. The Employer agrees to issue paychecks in accordance with the practice in existence as of the effective date of this Agreement.

disciplinary action, and will furnish a written copy of the discharge/suspension notice and a written statement describing the misconduct with which he/she is charged.

Section 3: Written notice, one (1) copy to the affected employee and two (2) copies to the union Representative, shall be furnished for disciplinary action except for routine, verbal correction of minor infractions.

Section 4: In imposing any disciplinary action on a current charge, the Employer will not take into account any prior infractions which occurred more than one year (12 months) previously.

Section 5: During his/her probationary period, an employee may be discharged or disciplined by the Company at the Employer's option without recourse by the employee or the Union to the grievance procedure.

Section 6: The Union recognizes the Employer has certain obligations in its contract with its NASA client pertaining to security clearances, and the Union agrees that nothing in this Agreement is intended to place the Employer in violation of its security agreement with its client. Therefore, in the event any governmental agency advises the Employer that an employee covered by this Agreement is restricted from work in certain areas, or prohibited access to classified information or material, the Union will not contest discharge for good cause of the employee by the Company.

ARTICLE 30

BULLETIN BOARD

Section 1: The Employer shall provide space for one bulletin board, paid for by the Union, for exclusive Union business with the understanding that the Union shall neither post nor distribute any letters, handbills or notices elsewhere on the site.

Section 2: Bulletin board notices shall be restricted to:

- A. Notices of Union recreational and social affairs;
- B. Notices of Union elections;
- C. Notices of Union appointments and results of Union elections;
- D. Notices of Union meetings;

Section 13: Pay on Day of an Accident

Should an employee suffer an accident while on duty and be sent to the NASA Clinic and/or a hospital and return to work, or should the Clinic or hospital send the employee home, the Employer shall pay the employee as though he/she had worked the entire regular shift. Should the employee be in overtime status at the time of injury, he/she will be paid only for the actual hours worked.

ARTICLE 32**NO STRIKES OR LOCKOUTS****A. No Strikes**

For the duration of this Agreement, the Union, its officers, agents, representatives, stewards, members, and the employees covered by this Agreement, shall not in any way, directly or indirectly, individually or concertedly, authorize, cause, assist, encourage, participate in, ratify, or condone any strike, sympathy strike, sit-down, sit-in, slowdown, sick-out, cessation or stoppage of work, boycott, picketing, or other interference with or interruption of the Employer's operations. Any employee engaging in such activity shall be subject to discipline including suspension and discharge, within the sole discretion of the Employer. In addition to any other liability, remedy, or right provided by applicable law or statute should such activity occur, the Union shall immediately upon learning of such activity:

1. Publicly disavow such action by the Employees;
2. Advise the Employer by telegram and in writing that such action by employees has not been called or sanctioned by the Union; and
3. Notify the employees orally, by telegram and by letter of its disapproval of such action and instruct such employees to cease such action and return to work immediately.

B. No Lockouts

The Employer agrees that it shall not lockout its employees for the duration of this Agreement.

Section 6: Grooming

Employees are required to report to work clean, well-groomed, and with a neat appearance.

Section 7: Sanitation

The Employer will utilize its best efforts to ensure that employees are afforded access to sanitary facilities.

Section 8: Safety and Health

The Employer shall make best efforts to provide for the safety and health of the employees during the hours of their employment.

Section 9: Seniority List

The Employer shall send to the Union an updated seniority list on a monthly basis.

Section 10: Jury Duty Pay

Any employee unable to work his/her regular schedule due to being called for jury duty shall be paid by the company his regular pay for the time missed, less any jury pay received, up to a maximum of five (5) working days each calendar year. The Company may require the employee to provide proof of jury duty service.

Section 11: Witness Pay

Any employee called to serve as a witness in a court proceeding due to his job function shall receive his regular rate of pay while serving in that capacity.

Section 12: Light Duty

Employees who have become physically incapacitated, either through injury or illness, to the extent that they are unable to perform their regular job tasks, shall be given preference for any light duty work available, and necessary, which they are able to perform. Such employees shall be paid the established rate for the job which they perform while on light duty. Any such assignment shall not be used to displace any employee senior to the affected employee. Nothing herein shall obligate the company to create a new job.

ARTICLE 36**CONFLICT WITH ANY STATE OR FEDERAL LAW**

Where any provision of this Agreement conflicts with any State or Federal law operative or hereinafter to become operative, the latter shall take precedence hereunder. This provision shall not affect the validity and enforceability of any other provisions contained herein.

ARTICLE 37**ENTIRE AGREEMENT**

Section 1: The parties acknowledge that during the negotiations which resulted in this Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter within collective bargaining, and that the understandings arrived at after the exercise of that right are set forth in this Agreement. Therefore, the Company and the Union for the life of this Agreement each voluntarily waives the right to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, or with respect to any subject or matter not specifically referred to or covered in this Agreement. The express provisions of this Agreement for its duration, therefore, constitute the complete and total contract between the Company and the Union with respect to rates of pay, wages, hours of work, and other conditions of employment. It is further agreed that this Agreement can only be added to, detracted from, altered, amended or modified by a document in writing, signed on behalf of the parties hereto by their duly authorized officers and representatives.

Section 2: All rights and privileges not expressly given up by the terms of this Agreement are retained by the Employer.

ARTICLE 33

DUTY OF FAIR REPRESENTATION

The Union agrees to fulfill its duty to fairly represent all employees in the bargaining unit regardless of Union membership. The union further agrees to indemnify and hold harmless the Company from any and all liability, including monetary damages and attorneys' fees and costs resulting from any failure on the part of the Union to fulfill its duty of fair representation.

*

ARTICLE 34

WAGE RATES

Employees' basic hourly wage rates shall be as follows:

<u>Position</u>	<u>7/1/94</u>	<u>7/1/95</u>	<u>7/1/96</u>
Full-Time Guards (Officers)	8.72	9.03	9.28
Sergeants/Dispatchers	9.12	9.43	9.68
Part-Time Guards (Officers)	8.50	8.75	9.00

*

ARTICLE 35

BENEFITS

Section 1: Effective September 11, 1994 the employer shall contribute (6.1%) of full-time employees base pay rate for each hour paid, not to exceed forty (40) hours in any one work week, to the Mason & Hanger - Silas Mason Co., Inc. 401(K) Plan for Bargaining Employees.

Employees on payroll as of September 11, 1994 will be 100% vested. Any employee hired after September 11, 1994 will follow the vesting schedule as outlined in the Plan.

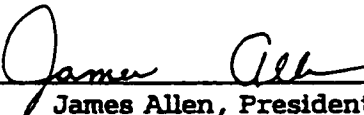
Section 2: Employees will be paid twenty-four cents (\$0.24) per mile when using his/her personal vehicle for official duty. Use of personal vehicle for duty purposes must have the prior approval of the Employer.

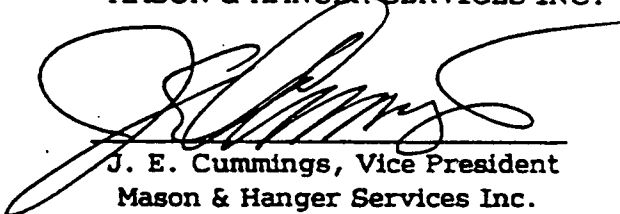
SIGNATURES TO THE AGREEMENT

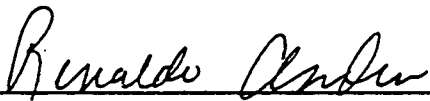
By signature, each party pledges to abide by the provisions of this Agreement and, furthermore, pledges to strive to achieve a harmonious working relationship between the Union and the Employer.

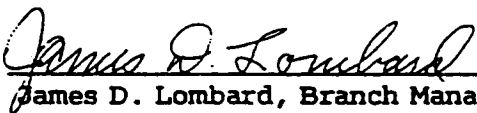
INTERNATIONAL UNION, UNITED PLANT
GUARD WORKERS OF AMERICA (UPGWA),
AND ITS AMALGAMATED LOCAL UNION
NO. 451:


MASON & HANGER SERVICES INC.

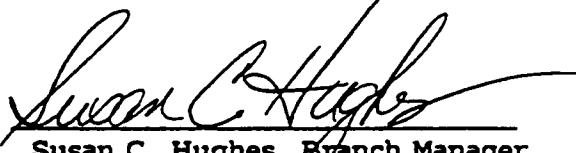

James Allen, President
Local 451, UPGWA


J. E. Cummings, Vice President
Mason & Hanger Services Inc.


Renaldo Anderson, Negotiation
Committeeman, Local 451, UPGWA


James D. Lombard, Branch Manager
Mason & Hanger Services Inc.


William Eason, Negotiation
Committeeman, Local 451, UPGWA


Susan C. Hughes, Branch Manager
Mason & Hanger Services Inc.

ARTICLE 38

DURATION OF AGREEMENT

- A. This Agreement shall be effective as of July 1, 1994 and remain in effect up to and including November 28, 1997 and thereafter from year to year unless notice is given, in writing, as least sixty (60) days prior to the expiration of this Agreement by either party to the other that it desires to modify or terminate said Agreement.
- B. It is agreed that the Employer's obligations under this Agreement will terminate upon termination of its government contract covering the bargaining unit, or upon the date the Agreement expires, whichever comes first.
- C. It is agreed that the Employer is not liable for any successor's conduct or for any obligations of any successor under this Agreement.

ARTICLE 31
GENERAL PROVISION

AMENDMENT:

Section 5: Paychecks

Employees are responsible for their paychecks after they have been issue. Checks lost or otherwise missing should be reported to the Shift Supervisor. Employees shall be paid biweekly but no later than Thursday for work that was performed during the previous two weeks.

SIGNATURE TO THE AMENDMENT

International Union, United
Plant Guard Workers of America
(UPGWA), and its Amalgamated
Local Union No. 451

Mason & Hanger Service Inc.

James Allen
James Allen, President

Gary Pogg
Gary Pogg, Contract Manager

Renaldo Anderson
Renaldo Anderson,
Negotiation Committeeman

James D. Lombard
James D. Lombard, Branch
Manager

William B. Eason
William Eason,
Negotiation Committeeman

Susan E. Hughes
Susan E. Hughes, Branch
Manager

DATE AGREED TO: ...

DATE AGREED TO:

February 8 1995

February 8 1995

ARTICLE 12

VACATION

AMENDMENT

Section 1: Full-time employees shall accrue vacation leave in accordance with the following schedule:

1. Full-time employees with less than five (5) years of active service with the company accrue .0385 hours for every one (1) hour worked. On a 40-hour work week this would equal 1.54 hours of vacation (80 hours annually).
2. Full-time employees with less than twelve (12) years and greater than five (5) years of continuous service with the Company shall accrue .05775 hours for every one (1) hour worked. On a 40-hour work week this would equal 2.31 hours of vacation (120 hours annually).
3. Full-time employees with greater than twelve (12) years of continuous service with the Company shall accrue .0769 hours for every (1) hour worked. On a 40-hour work week this would equal 3.08 hours of vacation (160 hours annually).

Continuous service is defined as the period of uninterrupted employment with the Employer and/or with the Employer's predecessors at the NASA Langley Research Center in Hampton, Virginia.

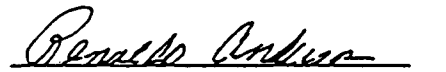
SIGNATURE TO THE AMENDMENT

International Union, United
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(UPGWA), and its Amalgamated
local Union No. 451


Mason & Hanger Service Inc.


James Allen, President


Gary Pool, Contract Manager


Renaldo Anderson,
Negotiation Committeeman


James D. Lombard, Branch
Manager


William Eason,
Negotiation Committeeman


Susan B. Hughes, Branch
Manager

Date Agreed To:

Date Agreed To:

February 8 1995

February 8 1995

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AGREEMENT BETWEEN
MASON & HANGER SERVICES INC.
and
DISTRICT LODGE 74
INTERNATIONAL ASSOCIATION OF MACHINISTS
AND
AEROSPACE WORKERS
LOCAL 2531

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1
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This Contract is Effective from October 29, 1994 through October 28, 1997.

AMENDMENT TO ARTICLES OF AGREEMENT
 BETWEEN
 MASON & HANGER SERVICES INC.
 AND
 DISTRICT LODGE 74
 INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS
 LOCAL LODGE 2531

This amendment is entered into and agreed to on 2 June 1995 by and between Mason & Hanger Services Inc., hereinafter referred to as the Company and the District Lodge 74, International Association of Machinists and Aerospace Workers, Local Lodge 2531, hereinafter referred to as the Union.

The current job classifications are being abolished:

Distribution Operator
 Reproduction Operator
 Baumfolder Operator
 Bindery Operator
 Offset Press & Bindery Operator
 Offset Press & Bindery Operator Technician
 Special Multiple Equipment Operator

The job duties and requirements have been revised and the new positions are to be called:

Duplicating Facility Operator I
 Duplicating Facility Operator II

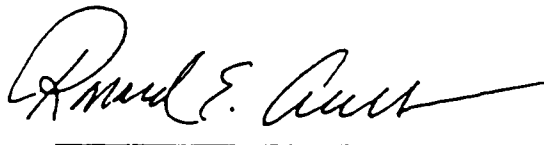
It is the intent of this agreement to establish the above job classifications within the IAM&AW collective bargaining unit. The Company agrees to pay the following hourly rates for the new classifications.

	<u>7/1/95</u>	<u>10/29/95</u>	<u>10/29/96</u>
Duplicating Facility Operator I	9.88	10.21	10.55
Duplicating Facility Operator II	10.38	10.71	11.05

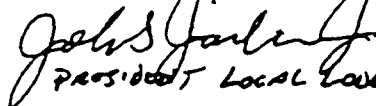
This agreement supercedes any previous agreement with the Company or any predecessor and the preceding terms have been mutually agreed to by the Company and the Union.

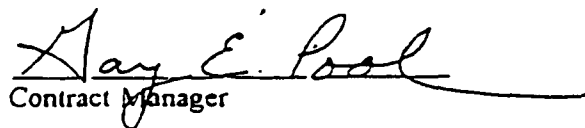
DISTRICT LODGE 74, INTERNATIONAL
 ASSOCIATION OF MACHINISTS &
 AEROSPACE WORKERS

MASON & HANGER-SILAS MASON
 CO., INC. dba MASON & HANGER
 SERVICES INC.



Business Representative


 PRESIDENT LOCAL LODGE 2531



Contract Manager

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PREAMBLE

This Agreement is made and entered into on this 29th day of October 1994, by and between Mason and Hanger Services Inc., its successors and assigns, hereinafter referred to as the "Company" or "Employer", and the District Lodge No. 74 and International Association of Machinists and Aerospace Workers, its successors and assigns, hereinafter referred to as the "Union".

WITNESSETH

It is the intent and purpose of the parties to this Agreement to promote and improve all industrial and economic relations between the Company and the employees covered by this Agreement, and as set forth in the entire Agreement covering rates of pay, hours of work, and conditions of employment to be observed.

ARTICLE I RECOGNITION

The Employer recognizes the International Association of Machinists and Aerospace Workers, AFL-CIO, and its District Lodge No. 74, hereinafter collectively referred to as the "Union", its successors and assigns, as the sole and exclusive collective bargaining representative of its employees certified by the National Labor Relations Board in Case No. 5-RC-8191.

ARTICLE II HIRING

During new employee orientation, the Company will provide a copy of the Union contract to the new employee and have the employee's supervisor introduce the new employee to the appropriate Union steward within the first two work weeks.

ARTICLE III NON-DISCRIMINATION

The Company and the Union mutually agree that there shall be no discrimination against any employee because of age, race, creed, color, handicap, sex, or national origin in violation of the provisions of the Civil Rights Act of 1964, as amended, or the Age Discrimination Act of 1967.

ARTICLE IV MANAGEMENT RIGHTS

Section 1. Except to the extent expressly abridged by a specific provision of this Agreement, Management of the Company is vested solely and exclusively in the Company, and the Company reserves and retains all of its inherent rights, including but not limited to, method of production; the introduction of new equipment, machinery or processes; the change or elimination of existing equipment, machinery or processes; and discontinuance, temporarily or permanently, in whole or in part, of the conduct of any of the business or operations of the Company; the selection, size, direction, and control of the working forces in connection with the requirements to be determined by the Company; the right to transfer, promote, demote, layoff, or otherwise relieve employees from duty for lack of work or other legitimate reason consistent with the terms of this Agreement; the right to terminate discharge or discipline employees for just cause. For good and sufficient reasons, the Company reserves the right to abolish or change existing rules or to establish reasonable rules and regulations not in conflict with the express terms of this Agreement governing employment and working conditions. The Management, not limited by the clear and explicit language of a clause of this Agreement, should be conclusively presumed to be authorized hereby. Any dispute between the parties arising from this Article shall be subject to the grievance and arbitration procedures.

Section 2. The Company agrees not to subcontract exclusive bargaining unit work that will directly cause the termination of bargaining unit employees or inhibit bargaining unit growth. The Company may, however, subcontract where necessary due to a lack of plant or equipment capacity, equipment breakdown, fire, flood, or similar cause.

Section 3. The Company may require an employee to take a drug screening test for any on the job accident where property damage exceeds \$100. Further, the Company may utilize reasonable suspicion testing for drug use if an employee is observed by Company officials to be impaired on the job. The Company may also test an individual that has been observed using illegal drugs on the job. There shall be no random drug testing of unit employees. Drug test process used will be to HHS standards or equivalent.

ARTICLE V CHECK-OFF

Section 1. The Company agrees, subject to the provisions hereof, to deduct Union dues, initiation fees and/or other deductions from the wages of the employees so authorizing the same, in the manner and at such times as hereinafter provided.

Section 2. The Union agrees to furnish to the Company authorization duly signed by the employees so authorizing the deduction and properly witnessed. The check-off authorization shall read as follows:

I hereby voluntarily assign to District Lodge 74; International Association of Machinists and Aerospace Workers, or in lieu of thereof, a subordinate Local Lodge designated by District Lodge 74; from any wages earned, or to be earned by me, initiation fees and the amount of my regular monthly membership dues or an equivalent amount in said Union.

I authorize and direct my Employer to deduct said monthly membership dues or the equivalent amount from my pay each month, and to remit the same to the order of officer or official designated by the Union, said authorization and direction to be subject to all the terms and conditions contained in the collective bargaining agreement in existence between my Employer and the Union.

This check-off authorization shall remain in effect until revoked by me and shall be irrevocable for a period of one (1) year from the date of execution of such authorization of this Agreement between my Employer and the Union; and I further agree and direct that this assignment shall be irrevocable for the period of each succeeding applicable collective bargaining agreement between my Employer and the Union.

This authorization shall be automatically renewed and irrevocable for successive periods of one (1) year, unless written notice of cancellation is given by me to the Company and the Union, said notice to be forwarded by registered or certified U.S. mail, not more than seventy-five (75) days and not less than sixty (60) days prior to the expiration of each term of one (1) year, or prior to the termination of the collective bargaining agreement between my Employer and the Union, whichever occurs sooner.

THIS AUTHORIZATION IS VOLUNTARILY MADE IN ORDER TO PAY MY FAIR SHARE OF THE UNION'S COST REPRESENTING ME FOR THE PURPOSE OF COLLECTIVE BARGAINING AND THIS AUTHORIZATION IS NOT CONDITIONED ON MY PRESENT OR FUTURE MEMBERSHIP IN THE UNION.

Print Name

Sign Name

Date

Section 3. The Union shall certify to the Company in writing each month a list of such employees who have made such assignments, together with an itemized statement of the initiation fees, dues, and other deductions to be deducted from the pay of such employees, and the Company agrees to deduct in the amount so certified in respect to each such member from the first such certification or statement, and shall make such remittance to the Union in one lump sum within ten (10) days after said deduction is made.

Section 4. All present employees who are members of the Union on the effective date of this Agreement shall remain members of the Union in good standing or pay an amount equivalent to the Union dues. Present employees who are not members of the Union and/or employees who are hired hereafter, shall become and remain members in good standing in the Union or pay an amount equivalent to the Union dues on and after the 31st day following the effective date of this Agreement, whichever is the latter. This money is to pay the Union's cost of representing employees for the purpose of collective bargaining and this authorization is not conditioned on present or future membership in the Union.

Section 5. The Union agrees to indemnify and hold the Company harmless against any and all claims, demands, suits, costs, and/or other forms of liability and expenses that shall arise out of or by reason of action taken or not taken by the Company for the purpose of complying with any provisions of this Article or in reliance upon any list, notice, or assignment furnished by the Union under such provision.

Section 6. The Company will provide each newly hired employee a copy of the current collective bargaining agreement. As a part of their job indoctrination each new or transferred employee will be introduced to the appropriate shop steward.

ARTICLE VI HOURS OF WORK

Section 1. It is recognized and agreed that the standard work week shall be from Sunday 12:01 a.m. to Saturday midnight. It is further agreed and understood that the normal workday shall consist of eight (8) hours per day and the normal work week shall consist of forty (40) hours of work per week, Monday through Friday, inclusive.

Section 2. Upon reasonable advance notice to the Union or appropriate Union Steward, the Company may for good and sufficient cause (to include NASA requirements) change the starting time of the work shift and/or the scheduled thirty (30) minute lunch period, except the Supply area, which has a scheduled 45-minute lunch period. If necessary, the Company may require the employee to work through their regular scheduled lunch period. In such instances, the affected employee will not receive overtime rate, and the employee will be provided a lunch break within one hour of normal lunch time or overtime will be paid.

Section 3. It is recognized and agreed from time to time overtime work may be necessary, and except for emergencies or unforeseen circumstances beyond the control of the Company, any known overtime assignments shall be posted as soon as possible after notification from NASA; not later than the end of the regular shift on the day preceding the day on which the overtime is to be worked when the overtime involves the extension of a shift. Such assignments are to be made in a fair and equitable manner, based on the employee's classification.

The Company agrees to maintain records of all overtime worked. Overtime records shall be made available to the Union or a representative designated in writing by the Union for inspections to resolve specific complaints with respect thereto.

Overtime shall be posted on bulletin boards designated for this purpose. The posting of overtime shall constitute notice to employees within an organizational element. Employees desiring to work overtime shall sign their names on the posting and assignments will be made in accordance with the order in which employees have signed the posting. If overtime work is not available for an employee who signs the overtime posting, such employee shall receive priority for the next available overtime in the organizational unit. An employee entitled to such priority who declines to work the next available overtime for reasons other than absence due to illness, shall lose his priority status.

The Company and Union recognize that past practice of assigning overtime by organizational elements within a classification, i.e., library aides and voucher aides, etc., and nothing herein is intended to preclude a continuation of this practice. Should an overtime assignment arise when there are not enough volunteers, assignment shall be based on seniority (i.e., the least senior qualified employee within the classification will be required to work).

Section 4. Overtime paid at one and one-half (1-1/2) times the regular straight-time hourly rate shall be paid for all hours worked by an employee in excess of eight (8) hours per day or forty (40) hours per week. Work performed on Saturday or Sunday shall be paid for at the rate of one and one-half (1-1/2); provided, however, that the Company shall not pay an employee Saturday or Sunday premiums who is not in pay status for two or more days during the normal work week when any such employee is assigned to work on said Saturday or Sunday.

Section 5. There shall be no duplicating or pyramiding of overtime or premium pay under the provisions of this Agreement; any such hours compensable under two or more provisions of this Agreement shall be paid at the higher premium rate of the two.

Section 6. In the event it is necessary to call out a regular employee to work, Employer agrees that such called out regular employee shall receive a minimum of four (4) hours of work or four (4) hours of pay at the applicable rate of pay.

Section 7. In the event a regular employee reports for work at his scheduled starting time and no work is available, the employee shall be entitled to receive four (4) hours show up time pay, to be paid at his regular straight-time hourly rate of pay. It is expressly understood and agreed, however, that this Section shall not be applicable in the event the employee is notified at least one (1) hour prior to his normal starting time, or the lack of work is caused by an act of God or other cause beyond the control of the employer.

The Company will not be liable for the payment of show up time in instances where the employee reports for work more than fifteen (15) minutes after the start of the shift, and does not call in prior to the beginning of the shift. In addition thereto, the Company will not be liable for show up time in any instance where the employee reports to work later than forty-five (45) minutes after the beginning of the shift and will be subject to being sent home the balance of that work day.

Section 8. Employees volunteering to perform work in a classification lower (determined by pay level) than their regular rate of pay, and accepted for such assignments by the Employer, shall be compensated at the rate currently being paid for work in a lower classification. (This section will not apply to employees directed to work by the Company).

ARTICLE VII SENIORITY

Section 1. Seniority for purposes of vacation shall be defined as the length of cumulative employment with the Company. Otherwise, seniority shall be defined as the length of continuous service, whether employed by the Company or his predecessor, from the employee's latest date of hire as an employee in the bargaining unit, and shall be recognized on a bargaining unit-wide basis.

Section 2. The Company shall furnish the Union every six (6) months with an accurate seniority list of all employees in the bargaining unit. Such list is to include name, classification, latest date of hire, wage rate and home address of record of each employee.

Section 3. All employees including relief employees hired as full-time employees shall be considered probationary employees for the first forty-five (45) days of work as a full time employee. Any decision of the Company to terminate or otherwise discipline a probationary employee shall be final and not subject to the Grievance and Arbitration provisions of this Agreement. Upon satisfactory completion of the probationary period the employee shall become a regular employee with seniority dating from the date of hire as a full-time employee. Probationary employees shall receive all fringe benefits of the contract except insurance. Insurance will become effective upon completion of probation.

Relief employees hired as permanent employees shall, upon satisfactory completion of the above probation period, be credited with seniority on the basis of one month seniority for each full six months employed as a relief employee.

Section 4. Classification seniority shall mean the length of accumulated service within a classification.

Section 5. In administering this Agreement, the principle of seniority based on employment within the bargaining unit exclusively, unless otherwise provided elsewhere in this Agreement, shall be the determining factor in effecting layoff, recall promotions, demotions, shift starting time and in respect to other working conditions where specifically stated in the Agreement.

Exceptions to the principle of seniority shall be made only where a less senior employee is clearly better qualified than the senior employee in relation to skill and ability (including physical and prior experience). The Company agrees in making an evaluation of skills and ability (including physical ability), only objective factors shall be considered and in no instance shall the Company be unreasonable or arbitrary in the application. Experience, as used in the context of this Section, is intended to apply to specialized situations and is not to be used as a means of circumventing seniority where the other factors listed above are substantially equal.

Section 6. Seniority shall be canceled and terminated upon the happening of any of the following events:

- (a) An employee quits.
- (b) An employee is discharged.
- (c) An employee fails to return to work within five (5) days of notice of recall given by the Company by registered or certified mail.
- (d) *An employee is absent for three (3) days without previously notifying the Company except in cases of extenuating circumstances.*
- (e) An employee overstays a leave of absence without notifying the Company, except in cases of extenuating circumstances.
- (f) An employee engages in other employment during a leave of absence without obtaining prior permission of the Company.
- (g) An employee gives false reasons for obtaining a leave of absence.
- (h) Settlement has been made for total disability.
- (i) An employee has retired.
- (j) An employee has been in layoff status or is absent because of sickness or injury or similar cause for more than eight (8) months. Employee upon request of the Company shall give written authorization for release of medical records concerning an extended illness.

Section 7. It is recognized that the Company has the right to assign work to its employees, and classification seniority shall not, nor shall anything contained in this Agreement, be construed to restrict the Company in requiring an employee in one classification from doing any work temporarily in any other classification, and although employees may usually expect their work assignment to be in keeping with their regular job classification, the Union expressly recognizes the need for flexibility in the work force and agrees that an employee in one classification shall not be restricted from temporarily doing the work normally done by an employee in another classification.

In the event an employee is temporarily assigned to work in a classification for which the normal rate of pay is higher than the rate of pay received by the employee in his/her normal classification, he shall receive the higher rate of pay for all hours worked in the temporary assignment in excess of one (1) hour. In the event an employee is temporarily assigned work in a classification lower than his normal classification, he shall receive his regular rate of pay. The provisions of this Article shall not apply to work assignments made for job training purposes.

Section 8. A temporary assignment is defined as one not exceeding ten (10) days. Assignments which exceed ten (10) days are defined as temporary transfers and will be accomplished by following the provisions of Section 5 of this Article. It is further agreed that in effecting temporary assignments or transfers, nothing herein shall be applied in such a manner that results in circumventing the posting of permanent job vacancies, nor will temporary work assignments be rotated to avoid effecting a temporary transfer.

Section 9. In making assignments to a permanent job vacancy or new job, the Company shall consider the desires of the employees. In the event that a position becomes vacant, the Company will either post the job within five (5) work days or inform the Union of its present intent not to fill the job. A notice of any such vacancy or new job shall be posted on the bulletin board for three (3) days (during which time the vacancy shall be considered temporary). The Company, at the end of such time period, shall consider those employees who have submitted a bid notice (the form and content of which the parties shall mutually agree upon) and consistent with the needs of the Company, shall within ten (10) work days assign the senior qualified employee consistent with the needs of the principles set forth above in Section 5. Qualified, as used in the context of this Section, shall be interpreted to mean the employee has the background, experience, and ability to perform the work in a satisfactory manner after normal indoctrination and familiarization instructions on the new job. The Employer agrees that in imposing qualifications for a job opening, all qualification criteria will be equally applied to applicants, whether within the unit or outside the unit. Applicants will be interviewed starting with the most senior employee to sign the bid list until the most qualified senior employee is selected for the job.

Section 10. In the event no qualified employee signs such a bid notice for a job opening, it is agreed and understood that the Company may hire a new employee for such job. The Company will use the same basic qualification requirements for evaluating potential new hires. If no qualified applicant is found, the Company will select and train the most qualified senior employee that applied for this position.

Section 11. Employees assigned or transferred pursuant to this Article shall be given thirty (30) days in which to prove they are capable of performing the duties of the new job in a satisfactory manner. In the event such employees do not satisfactorily meet the requirements of the new job, they shall be returned to their prior position or its equivalent without prejudice. Any employee, upon request, shall be advised in the presence of his Union representative of the specific reasons for not meeting the requirements of the job and disputes arising therefrom shall be subject to grievance procedure.

Section 12. Normally, successful bidders will not be permitted to bid on another job opening for a period of six months from the date of assignment to the new position.

Section 13. When a reduction in the force becomes necessary in the Company's judgement, the employee(s) laid off shall be the employee within the affected classification with the least seniority in the classification. Employees affected by the layoff shall have the right to return to any lateral position previously held, or to bump the least senior employee in any classification below the position from which laid off, whichever results in the least inequity on the affected employee, based on bargaining unit seniority. It is agreed and understood that in order to displace an employee, as provided herein, the displacing employee must be qualified to perform the work. Employees affected by a layoff shall have three (3) work days, following receipt of written notice of layoff, to serve notice in writing to the Company of their intent to exercise return or bumping rights.

Section 14. In effecting promotions within a departmental segment of the unit, i.e., Transportation, Supply, Reproduction, Mail Service, etc., first consideration shall be given to job bidders within the specific departmental segment. In this connection, departmental seniority shall determine the awarding of the bid except where departmental seniority is equal among prospective bidders. In such cases bargaining unit seniority shall prevail. Provided no employee within the affected departmental segment bids the vacant position, the position shall be posted bargaining unit-wide and the job awarded on the basis of bargaining unit seniority.

ARTICLE VIII RELIEF EMPLOYEES

Section 1. Relief employees shall be subject to the provisions of the Union Security provisions, as defined in Section 4, Article V (Union Security).

Section 2. The employer agrees that the services of relief employees will not be utilized to inhibit or diminish bargaining unit growth, nor will relief employees be employed while permanent employees are on layoff or are qualified and willing to do the work in a relief capacity.

Section 3. Relief employees who perform work in the bargaining unit will pay a \$5.00 fee per month provided they are employed and/or paid for any part of the month not exceeding a cumulative total of forty (40) hours in any payroll month. Relief employees working and/or paid for cumulative total of forty (40) hours or more in any payroll month will pay dues in the regular amount paid by permanent employees in the bargaining unit. The dues of relief employees will be deducted in the same manner, and at the same time, as permanent employees.

Section 4. In the event a vacancy occurs in a permanent position which is not filled by bid procedure within the unit by permanent employees, such vacancy shall be offered to the senior qualified relief employee.

ARTICLE IX DISCIPLINARY ACTION

Section 1. Disciplinary action shall be initiated by the Company only for just and sufficient cause and any penalty imposed shall be consistent with proven offenses. It is agreed and understood by the parties that the concept of disciplinary action is to first correct the offending employee and all discipline imposed shall be consistent with the offense committed. In this regard, where it is reasonable to assume that a letter of reprimand will correct the offending employee, such course of action will be followed by the Employer.

Section 2. There shall be a one (1) year reckoning period for any disciplinary action taken after which all reference to the matter shall be removed from the employee's record. It is further agreed that in order to consider that an employee has been disciplined, he shall be furnished a duplicate copy of any disciplinary matter inserted in his personnel file.

Section 3. Prior to taking disciplinary action (letter of reprimand, suspension, or discharge) against any employee in the unit, the affected employee will be advised of his right to Union representation in the presence of his Shop Steward.

Section 4. Disciplinary action in any form imposed by the Employer shall automatically be subject to the grievance and arbitration procedure.

ARTICLE X GRIEVANCE AND ARBITRATION

Section 1. It is the intent of this Article to establish means for prompt adjustment of working problems and personal grievances at the job level by a conference between the immediate supervisor and the employee involved, provided a Union representative has been given an opportunity to be present. If not resolved in this informal level, a formal written grievance shall be filed and processed in accordance with the steps and time limits mutually agreed upon extensions specified.

Section 2. Except for payroll adjustments, no grievance shall be filed or processed based on facts, or events, or omissions within the employee's knowledge, which have occurred more than ten (10) working days before such grievance is filed. Both parties agree to exert an earnest effort to settle such grievances promptly through the following steps:

STEP 1:

The employee involved shall first confer with the Supervisor and/or Department Head in order to amicably settle the matter, provided a Union representative has been given an opportunity to be present. Any and all grievances shall be handled during normal working hours without any unnecessary interruption of work.

STEP 2:

Should the grievance not be satisfactorily settled by the discussion outlined in Step 1 above, the Union shall submit the grievance in writing to the Project Manager or his designee within five (5) work days thereafter, and this written grievance thus presented must contain the complete factual basis of the complaint including the Article and Section violated, and the corrective action desired. Within five (5) work days from the time the Union submits the written grievance, the Project Manager or his designee shall either grant the corrective action desired, or meet with the grievant, Shop Steward, and Chief Steward, and they shall make every effort to settle the dispute. If no satisfactory agreement is reached between the parties, the Project Manager or other appropriate Company official shall within five (5) work days, produce the Company's answer in written form and forward to the Chief Steward. In responding to the grievance, the Project Manager or his designee shall set forth in specific detail the basis of his denial, answering each point or allegation as set forth in the grievance.

A representative of the Union may visit the Company's offices to represent and confer with the Company's employees. A representative of the Union shall make prior arrangements with Management to confer with the Company's employees and shall observe all Company rules during such visits.

STEP 3:

If the above procedure has been followed and the parties are still unable to settle the grievance, the party initiating the grievance may within thirty (30) work days, request the Federal Mediation and Conciliation Service to submit a list of five (5) arbitrators from which the Company and the Union shall choose an impartial arbitrator to decide the controversy by the responding party striking one (1) name and the grieving party striking one (1) name and after repeating this procedure until the last remaining name shall be the chosen arbitrator. The arbitrator shall not have the authority to alter, amend, or change the terms or provisions of this Agreement, and his decision shall be limited to the particular grievance in question. The arbitration decision shall be final and binding on both parties.

Section 3. The Union and the Company shall equally share the expenses and fee of the neutral arbitrator. Each party shall make all arrangements, including pay and/or expenses of any witnesses called or other representatives or persons requested to attend any arbitration case.

Section 4. All time limits prescribed herein may be extended by mutual agreement by the Company and the employee. Failure of the Company to respond shall result in the granting of the relief sought in the grievance. Failure of the Union or employee to present the grievance to the next step within the time limits, shall constitute a basis for the Company denying the grievance.

Section 5. In any case involving discharge or discipline imposed by the Company, back wages, if any are awarded, shall be limited to the amount of wages that the employee would otherwise have earned, less any unemployment compensation or substitute earnings during the period of discharge or suspension.

ARTICLE XI LEAVES OF ABSENCE

Section 1. When it is necessary for employees to leave their duty for the purpose of attending to their personal business, and provided that reasonable notice has been given the Company, employees will be granted leaves of absence without pay, provided the absences do not interfere with the efficient operation of the Company. Such leave shall not exceed thirty (30) days but may be extended for additional time upon written request to the Company, if in the Company's judgement such further leave is feasible. The Company shall be under no obligations to an employee on leave of absence and the employee shall not be entitled to the benefits of the Agreement, except to return to work in accordance with the employee's seniority.

Section 2. An employee who is summoned for jury duty or subpoenaed to appear as a witness on behalf of the Company, local, state, or federal government in any court and who actually responds to said summons or subpoena will be paid the difference between the amount of money he actually earned had he worked for the Company during the time he was absent due to jury or witness duty, computed at the employee's regular straight-time rate for an eight hour day, five days per week. It is understood and agreed that the Company has the right to require satisfactory proof that an employee actually served on the jury panel and the number of days served. An employee released from jury service before the completion of a scheduled workday shall report to the Company by telephone or in person as soon as possible. An employee summoned for jury duty shall promptly notify the Company promptly upon his receiving such summons. Failure of an employee to give the Company prompt notice of receipt of a jury summons or to return to work after release from jury service and being requested to do so by the Company, may, at the option of the Company, result in forfeiture of any benefits under this provision. The Company will not be obligated to pay the above when said subpoena is caused by an employee's employment outside of Mason & Hanger Services Inc.

Section 3. The parties recognize and agree that all provisions of the Family Medical Leave Act shall apply, as stated in the Company policy except in any instance where the collective bargaining agreement provides for a more favorable benefit.

Section 4. In the event of a death of a member of an employee's immediate family (defined as spouse, children, mother, father, brother, sister, grandparent or grandchildren), such employee shall be granted a maximum of three (3) consecutive days off with straight-time pay (for an eight (8) hour day) to attend the funeral and/or to attend to administrative details connected with the death of the employee's relative.

It is further agreed that in the event of the death of an employee's mother-in-law or father-in-law, such employee shall be granted a maximum of three (3) days off with straight-time pay (for an eight (8) hour day) to attend the funeral and/or to attend to administrative details connected with the death of the employee's relative.

Section 5. Any employee in military service under the provisions of federal and/or state law shall be returned to his job in accordance with those laws, and shall retain his seniority in accordance with those laws.

Section 6. When it is necessary for employees to leave their duty for the purpose of attending Union business other than organizational activities, and providing reasonable notice has been given to the Company, employees may be granted leave of absence without pay. Such leave of absence shall not exceed thirty (30) days, but may be extended for additional time upon written request to the Company if further such leave is feasible. The Company may grant such leaves for up to five (5) employees at one time, provided the employees do not come from the same work unit, no more than twice a year, and such absence does not interfere with the operation of the Company.

ARTICLE XII BULLETIN BOARD

The Company agrees to furnish a bulletin board located in the work area where employees normally check in and check out for the use of the Union for posting of matters relating to Union meetings and other Union matters of a noncontroversial, nonpolitical nature only. All such notices as posted by the Union shall be signed by an authorized Union representative.

ARTICLE XIII SAFETY, HEALTH AND SANITATION

Section 1. Any protective devices or other safety equipment necessary to protect employees from injury will be provided by the Company without cost and shall be worn and/or utilized by the employee in the performance of their job tasks. In this connection, the Company will welcome suggestions from employees, or the Union, regarding the need for additional safety equipment, but in view of the Company's responsibility to provide safe working conditions, the Company reserves the right to make a final decision regarding the addition or elimination of safety equipment.

Section 2. The Company shall maintain adequate first aid facilities at all times. The present procedure of using NASA facilities satisfies this requirement. In the event an employee suffers an injury on the job in the course of his employment and is required to leave work to go to the doctor, he shall be paid for the balance of his shift on the day such injury occurs. If the employee is able to return to work after visiting the doctor, he shall do so and shall be compensated for the time spent at the doctor.

Section 3. The Company and the Union agree to recognize that employees from time to time may have meritorious suggestions for improvement of safety conditions in the Company's operations. Therefore, the Company and the Union encourage employees to produce any such safety suggestion to writing and submit it to the Company for consideration. It is further recognized and agreed that the Company may, from time to time, schedule safety meetings and require attendance by employees. Attendance of employees at any such safety meeting which is scheduled with required attendance shall be compensated for the time actually spent incidental to such safety meeting at the employee's applicable rate of pay.

Section 4. The Company shall furnish and maintain clean and adequate washroom facilities for employees. It is recognized and agreed that it is the responsibility of each employee to maintain these facilities in a clean and neat fashion.

Section 5. In the event the Company determines that it is necessary to clean and/or otherwise maintain a piece of equipment, sufficient time will be provided employees during working hours to perform the necessary cleaning and/or normal maintenance work. In this regard, past practice shall prevail.

Section 6. A Joint Safety and Health Committee shall be established for the purpose of making constructive recommendations to the Company. Minutes shall be recorded and copies furnished to the members of the Committee.

Section 7. Should a walk-around safety inspection of the Company's premises be conducted pursuant to the provisions of OSHA, the two (2) members of the Safety Committee designated by the Union shall have the right to accompany the inspection team during regular duty hours without loss of pay.

Section 8. The Company will pay the sum of \$70 for the purchase of safety shoes for all employees, including relief employees required to wear safety shoes in the performance of their job, limited to no more than one (1) pair per year. This Section shall become effective October 29, 1994, and will be reviewed by the Company and the Union each year of the Contract, and where necessary, adjust safety shoe payment to meet changed conditions.

ARTICLE XIV HOLIDAYS

Section 1. The following days shall be observed as holidays under this Agreement:

New Year's Day	Labor Day
Martin Luther King, Jr. Day	Columbus Day
Presidential Day/Washington's Birthday	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Section 2. A regular employee who is in a pay status of the Company on a holiday recognized herein and who works his assigned schedule during that work week, except for being absent without a legitimate reason, shall receive holiday pay at his straight time pay rate. If an employee is scheduled or requested to work on a holiday, but fails to do so, he will receive no holiday pay unless he has a legitimate reason for not working.

Section 3. An employee who works on one of the above listed holidays shall be paid at time and one-half his straight time base pay for all hours worked on that holiday, in addition to any holiday pay for which he may be qualified.

Section 4. Holiday pay shall be included in computation of weekly overtime.

Section 5. On days which are not recognized as holidays under Section 1 above, but where the Government, because of special events and occasions, substantially reduces the normal activity at the Center and allows reimbursement to the Company, the following provisions shall apply:

- (a) Those employees who are required to work will be paid at their straight-time hourly rate; and
- (b) Those employees who are not required to work will receive pay at their regular straight-time hourly rate.

ARTICLE XV VACATIONS

Section 1. Regular employees shall earn paid annual leave (vacation) as follows:

- (a) Regular employees with less than one (1) year of active service with the Company shall earn one (1) hour annual paid leave per year for every 21.6 man-hours worked.
- (b) Regular employees with more than one and less than seven (7) years of active service with the Company shall earn (1) hour annual paid leave per year for every 15.3 man- hours worked.
- (c) Regular employees with over seven (7) years of active service with the Company shall earn (1) hour annual paid leave per year for every 11.8 man-hours worked.

Section 2. Every three (3) months the Company shall ascertain the desires of eligible employees relative to vacation dates within the following three (3) month period. The Company will give consideration to the personal desires of employees for vacation schedules dependent upon the needs of the Company. However, in the event of a conflict between two (2) or more employees regarding preference for a specific vacation period, such conflict will be resolved finally by granting preference on the basis of classification seniority. All other vacations will be granted on a first come first served basis.

Section 3. Employees who schedule vacations of one (1) week or more in advance of the vacation starting time, will be paid vacation allowance prior to the end of the work shift on the last workday preceding the vacation schedule (including casual days), provided a manual check or additional payroll run is not required.

Section 4. Vacations may be accumulated and carried over from one vacation year to another, not to exceed 240 hours (30 days). All vacations, except day-at-a-time casual vacations (eight (8) hours), shall commence on the first work day of the work week. Bargaining unit employees may utilize earned vacation on a daily basis provided one (1) day's notification (prior to 9:00 a.m. on the preceding workday) is given to the Company office before a vacation is taken, unless the absence is due to illness and the affected employee has exhausted his sick leave entitlement. In cases of absence due to illness, the employee must notify the Company office of the nature of the illness and the desire to take a day of vacation to cover the same as soon as possible, but no later than thirty (30) minutes prior to the beginning of his work shift on the day of vacation. Any employee guilty of claiming illness to avoid giving one (1) day's notice shall be subject to disciplinary action. Employees successfully completing their probationary period, who leave the Company, shall be paid for accumulated earned vacation. It is understood that employees who give less than two (2) weeks notice of intent to leave the Company's employment will be paid vacation pay due at the convenience of the Company.

Section 5. Employees having vacation leave accrued will be granted vacation leave in increments of tenths of an hour on the following basis.

- (a) Notice is given to Employer not later than 9:00 a.m. on the day preceding the day on which the vacation leave is requested.
- (b) The reason for the requested absence must be legitimate. The supervisor, in the absence of compelling work commitments will grant such requests. The supervisor will make a reasonable effort to arrange a replacement where compelling work commitments exist.
- (c) Legitimate, as used in the context of this Section, shall be interpreted to mean that denial of the requests would impose an unreasonable hardship on the requesting employee.

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- (d) Employees having legitimate emergencies will be granted vacation leave. When such occurrences arise, the Supervisor shall be notified and no other advance notice shall be required. Emergencies, as used in this context, shall be defined as any unforeseen circumstances beyond the control of the employee. Supervisors retain the right to approve all vacation requests.
 - (e) All employees in the bargaining unit shall be treated fairly and equitably in respect to the provisions of this Section.

Section 6. Absence with pay (holidays, vacations, sick leave, any NASA directed shutdowns where work is denied employee) shall count in accrual of vacation time as specified in Section 1 of this Article. In addition thereto, Union leave of absence, not exceeding ten (10) days duration by affected employees within any one (1) year period, shall also be counted as time worked in accrual of vacation time as specified in this Section.

ARTICLE XVI STRIKE - NO LOCKOUT

The Company agrees that during the term of this Agreement it will not engage in a lockout of its employees. The Union agrees that during the term of this Agreement that there shall be no strikes, sitdowns, slowdowns, work stoppages, boycotts, sympathy strikes*, picketing or any other interference with the operations of the Company, directly or indirectly for any reason, and that no officer, agent or representative, or member of the Union shall ever authorize, call, instigate, aid, condone or acquiesce in any of such action and that no employee covered by this Agreement shall participate in any of such actions.

*In the event of a work stoppage at a NASA installation, employees covered by this Contract will not be required to enter or exit gates where pickets are posted.

ARTICLE XVII UNION REPRESENTATION

Section 1. Upon prior notice to the Project Manager or his designated representative, authorized agents of the Union shall have access to the Employer's establishment during working hours for the purpose of adjusting disputes, investigating working conditions, and ascertaining that the Agreement is being adhered to. It is expressly agreed that the Employer is hereby released from any and all liability for any injury of any kind to such agent occurring while he is on the premises of the Employer.

Section 2. The Company will recognize four (4) Shop Stewards, one (1) Chief Steward, and one (1) Alternate Shop Steward for each Shop Steward designated by the Union to the Company in writing. The Chief Steward and all Shop Stewards shall be allowed reasonable time during working hours to investigate complaints, process grievances and attend meetings with the Company in connection with their collective bargaining responsibility. Alternate Shop Stewards shall act only in the absence of the Steward for which designated as the Alternate. In the absence of the Chief Steward, a Shop Steward shall be designated by the Union in writing to act for the Chief Steward.

Section 3. The Company agrees that unit employees who file a complaint or grievance with the Company will not be questioned, in respect hereto, without advising the employee in the presence of a recognized Steward of his rights to Union representation.

Section 4. In exercising their responsibilities to bargaining unit employees, the Chief Steward and/or Shop Stewards shall guard against the use of excessive or unnecessary work time and will not unduly interfere with the operations of the Company.

Section 5. Chief Stewards and Stewards shall be granted preferential seniority and will be retained without regard to their seniority, as long as the Company has work for which they are qualified to perform. In the event a recognized Union representative is laid off or terminated (for lack of work he is qualified to perform) he shall be the first recalled when work he is qualified to perform becomes available.

Section 6. Nothing in this Article shall be construed as the right to deny the International Representative or Business Agent the privilege of processing a grievance on behalf of a unit employee, or to participate in a grievance meeting conducted in accordance with the Grievance Procedure.

Section 7. The Union shall be free to withdraw a grievance at any step of the Grievance Procedure, without prejudice.

Section 8. Except for compelling or unusual circumstances, employees in the unit will not be suspended or discharged, without first being given the opportunity for a hearing with the Project Manager. Such employee shall be afforded the right to be accompanied and represented by the Union during said hearing.

ARTICLE XVIII NON-BARGAINING UNIT EMPLOYEES PERFORMING BARGAINING UNIT WORK

Section 1. Employees of the Company who are excluded from the Bargaining Unit by National Labor Relations Board Certification No. 5-RC-8191, will be permitted to perform work normally performed by the bargaining unit employees for the following reasons only:

- (a) When instructing or training employees;
- (b) When situations arise in a Department and it is necessary for the individual to act for the safety of equipment and personnel;
- (c) When testing operations and equipment; and
- (d) During an emergency or to cover a short period of time when there are no bargaining unit employees, including relief employees, available to do the work and the work cannot be performed on an overtime basis.

In this regard, the Company shall make every reasonable effort to limit such assignments to a minimum, providing qualified employees can be obtained. Nothing herein shall be construed as authorizing any assignment of unit work to excluded employees which results in the layoff of a bargaining unit employee and/or inhibiting the growth of the bargaining unit.

Section 2. It is agreed and understood that the utilization of the position of Leader will be solely at the discretion of the Company, including the determination of the need, number, and employee selected. Any employee assigned as a lead will receive \$.50 hour differential while so assigned and in a pay status. In this connection, Leaders will not assign work, impose discipline, evaluate performance, or effectively recommend to Management any action in respect to the aforementioned area of employment. In lieu of any of the above, Leaders will designate and coordinate work tasks of other employees in their respective work segments, relay orders of supervision, monitor attendance cards, train new employees, and assume responsibility for the overall performance of group tasks assigned by supervision. The Company will be responsible for insuring that all Leaders understand and comply with the provisions of this Agreement.

**ARTICLE XIX
HEALTH AND WELFARE**

Section 1. The Company agrees that Health, Life, Accidental Death & Dismemberment, and Disability insurance will be continued for eligible employees and their dependents for the life of this agreement. Relief workers shall not be eligible for this coverage.

Section 2. The Company shall have the right to change insurance coverage, provided all benefits are equal to or better than what is currently provided. The Company will notify the Union of any anticipated changes and will afford the Union the opportunity to review and compare the benefits of the new carrier.

Section 3. There shall be no pyramiding of benefits (i.e., sick leave and vacation hours shall not be used to supplement any disability benefits) except the use of sick leave or vacation to cover the interim period prior to commencement of disability benefits as noted in Section 4, which follows.

Section 4. The Company will insure employees who qualify for disability income do not suffer any loss of pay during the interim period between the beginning of disability and commencement of disability insurance payments. In this connection, employees who have sick leave accrued will be granted paid sick leave; employees who do not have sufficient sick leave to cover the interim eight (8) day waiting period will be paid their regular rate of pay for all hours not covered by accrued sick leave, not to exceed five (5) work days. This provision will be limited to not more than one (1) occurrence each calendar year, except in those cases where the affected employee has sufficient sick leave accrued to cover the waiting period or chooses to utilize accrued vacation for this purpose. There will be no limitation on the use of vacation or sick leave to cover the waiting period.

In the event there is an increase in insurance premium during the life of this agreement, such increase will be borne by the employees or the medical insurance coverage will be adjusted to absorb the increase in cost. In such cases the Union and Company will determine which option to exercise by mutual agreement. In the event of any such increase, the affected employees shall be notified of the increase and the reasons therefore, thirty (30) days in advance of the effective date of the increase. It is further agreed that no adjustment in the insurance rate shall be made except on the anniversary dates of the signing of the agreement.

Effective on the date of ratification of this Agreement all employees not presently exercising the option to have insurance coverage, shall be afforded thirty (30) calendar days to exercise this option. In addition thereto, there shall be additional option periods of thirty calendar days each year of the Agreement. Employees who do not exercise the right to enroll in the insurance program during the option period, will not be permitted to enroll at any other time. It is further agreed that employees who opt for insurance coverage must accept complete coverage.

ARTICLE XX SICK LEAVE

Section 1. It is understood and agreed that upon the effective date of this Agreement, employees of the Company shall be allowed to accrue five (5) days sick leave (1 hour sick leave for every 52 hours worked). Newly hired employees shall be allowed the right to accrue sick leave in the same manner as regular employees of the Company. However, new hires will not be allowed to utilize sick leave until the completion of their probationary period.

Section 2. Sick leave not used during the employee's year of service for which it was allocated, shall be deemed to be fully earned and may be carried over from year to year.

Section 3. Sick leave will be retained, but will not accrue during layoff or LWOP, provided said layoff or LWOP does not exceed eight (8) months.

Section 4. Sick leave by employees shall normally be utilized in increments of eight (8) hours to cover absences, during the work week, when employees of the Company are unable to report to work because of illness or accident. Sick leave shall be granted on the following basis:

- (a) Notice is given to employer on the day preceding the day on which the sick leave for a doctor's appointment is requested and 30 minutes prior to their shift start for all other sick leave.

**ARTICLE XXIII
SUPERSEDING EFFECT OF AGREEMENT**

It is expressly agreed and understood that the wages, working conditions and fringe benefits provided in this Agreement are in lieu of any and all working conditions and fringe benefits of any kind previously provided by the Company or its predecessor for employees within the bargaining unit.

**ARTICLE XXIV
MACHINIST NON-PARTISAN POLITICAL LEAGUE**

Section 1. The Company agrees to make payroll deductions available to employees who voluntarily elect to contribute to the Machinist Non-Partisan Political League (MNPL). Employees will not enter or re-enter the MNPL check-off more often than once a year.

Section 2. Upon receipt of a signed appropriate payroll deduction authorization form, the Company, shall make the indicated weekly deductions and supply a single monthly check to a location designated by the Union along with an itemized list of individual employees and amounts that make up the total.

Section 3. The Union agrees to indemnify and hold the Company harmless against any and all claims, demands, suites, costs and/or other forms of liability that shall arise out of or by reason of action taken or not taken by the Company relative to this service.

Section 4. The Company's sole liability is limited to the accuracy of the names and amounts of payroll deductions indicated on the sheets that accompany the total check.

MACHINISTS NON-PARTISAN POLITICAL LEAGUE CHECK-OFF

_____ Date

I, _____ Name of Employee

Clock No. _____, hereby authorize and direct

_____ Name of Employer

to deduct weekly from my wages the sum of \$ _____,

and forward this amount monthly to the Treasurer of the Machinists Non-Partisan Political League at 1300 Connecticut Avenue N.W., Washington, DC 20036. I hereby authorize that the above amount be deducted each week from my pay check.

I have executed this wage deduction authorization voluntarily without any coercion, duress, or intimidation and none of the monies deducted are a part of my dues or membership fees to the local union. This authorization and the making of payments to MNPL are not conditions of membership in the Union or of employment with the Company and I understand that the money will be used by the MNPL to make contributions and expenditures in connection with federal elections.

_____ Signature of Employee

ARTICLE XXV
GENERAL PROVISIONS

Section 1. The Company agrees to pay the full cost for all new or renewal license, tests, or examinations required in the performance of work except for state vehicle operator and chauffeur's license.

Section 2. It is understood and agreed that when employees of the Company are required to take job related courses applying to their current or future job classification, those employees will be reimbursed by the Company for all related application, tuition, and required textbook expenses.

Section 3. The Company will make available specialized tools necessary for the automotive/truck maintenance technicians to perform work. Normal basic hand tools will be provided by the employee.

**ARTICLE XXVI
PENSION**

Section 1. The Employer shall contribute to the I.A.M. National Pension Fund, Plan A, benefits as follows for each 40 hour work week for which employees in all job classifications covered by this Agreement are entitled to receive pay under this Agreement as follows:

\$.65 per hour effective 01 October 1993
\$.75 per hour effective 29 October 1995
\$.90 per hour effective 29 October 1996

Section 2. The Employer shall continue contributions based on a forty (40) hour work week while an employee is off work due to paid vacations or paid holidays. Contributions shall be excluded for any hours the employee is not on the active payroll.

Section 3. Contributions shall begin at the completion of the employee's probationary period, but not later than sixty (60) calendar days after date of hire in the case of permanent employees. Temporary/Part-time/Relief employees shall be excluded for a period of ninety (90) days.

Section 4. The I.A.M. Lodge and the Employer adopt and agree to be bound by, and hereby assent to, the Trust Agreement, dated May 1, 1960, as amended, creating the I.A.M. National Pension Fund and the Plan rules adopted by the Trustees of the I.A.M. National Pension Fund in establishing and administering the foregoing Plan pursuant to the said Trust Agreement, as currently in effect and as the Trust and Plan may be amended from time to time.

Section 5. The parties acknowledge that the Trustees of the I.A.M. National Pension Fund may terminate the participation of the employees and the Employer in the Plan if the successor collective bargaining agreement fails to renew the provisions of this pension Article, other than to increase the contribution rate or to add job classifications or categories of hours for which contributions are paid.

Section 6. This Article contains the entire agreement between the parties regarding pensions and retirement under this Plan and any contrary provision in this Agreement shall be void. No oral or written modification of this Agreement shall be binding upon the Trustees of the I.A.M. National Pension Fund. No grievance procedure, settlement or arbitration decision with respect to the obligation to contribute shall be binding upon the Trustees of the said Pension Fund.

**ARTICLE XXVII
DURATION**

Section 1. This Agreement shall become effective October 29, 1994 and shall remain in full force and effect until October 28, 1997 and from year to year thereafter unless either party shall, no more than ninety (90) days and at least sixty (60) days prior to any anniversary hereof, notify the other party of a desire to amend or terminate this Agreement. In the event such notice is given, the parties shall meet not later than fifteen (15) days after receipt of such notice for the purpose of negotiating a new Agreement.

Section 2. No Agreement, waiver, alteration, understanding, variation or modification of any terms or conditions contained herein shall be made by any employee, or group of employees, with the Company, and in no case shall it be binding upon the parties hereto unless such Agreement is made and executed in writing between the parties hereto, and the same has been ratified by the Union.

Section 3. The waiver of, or any breach of conditions of this Agreement, by either party, shall not constitute a precedent in the future enforcement of all the terms and conditions herein.

IN WITNESS WHEREOF the parties hereto have executed this Agreement,

this 29th day of October 1994
Date

MASON & HANGER SERVICES INC.

DISTRICT LODGE 74, AND
INTERNATIONAL ASSOCIATION OF
MACHINISTS & AEROSPACE
WORKERS

Robert A. Hess
Larry E. Pool
Gladys C. Hughes
Donald W. Funk
Karla A. Pruder

Allen Rotella
Cynthia Doreen Darden
Roger A. King
John S. Gault
Alvin J. Smith
Lawrence Coleman
Shawn Phillip

APPENDIX A
WAGE SCHEDULE

Section 1. The Company agrees to pay the following hourly rates for the classifications listed immediately below:

DEPARTMENT & CLASSIFICATION	Effective Date 10/29/94	Effective Date 10/29/95	Effective Date 10/29/96
Truck Driver/Medium	8.65	8.94	9.23
Truck Driver/Heavy	9.07	9.37	9.67
Truck Driver/Furniture (Work Leader)	9.30	9.61	9.93
Truck Driver/Heavy/Tractor-Trailer	9.86	10.19	10.53
Laborer, Truck Helper (furniture)	8.65	8.94	9.23
Laborer, Truck Helper (material handling)	8.51	8.79	9.08
Relief, Transportation	8.05	8.32	8.59
Bus Operator	10.38	10.72	11.08
Automotive/Truck Maintenance Technician	12.52	12.94	13.36
Automotive Parts Clerk	8.65	8.94	9.23
Vehicle Controller	9.07	9.37	9.67
Automotive Worker	8.65	8.94	9.23
Relief, Vehicle Maintenance	8.45	8.72	9.01
Freight Traffic Specialist	10.76	11.12	11.49
Receiving Clerk	8.97	9.27	9.58
Supply Cataloger	9.63	9.94	10.27
Storekeeper	8.91	9.21	9.51
Forklift Operator/Warehouseman	8.91	9.21	9.51
Packer/Shipper	8.91	9.21	9.51
Clerk Property Management	9.11	9.41	9.72
Item Manager	10.33	10.67	11.02
Tool Crib Attendant (Machine Shop)	11.03	11.40	11.77

DEPARTMENT & CLASSIFICATION	Effective Date 10/29/94	Effective Date 10/29/95	Effective Date 10/29/96
Relief, Supply	8.40	8.68	8.97
Metal Burner	9.83	10.16	10.49
Metal Cutter	9.56	9.88	10.20
Supply Demand Processing Clerk	8.91	9.21	9.51
Senior Supply Cataloger	10.33	10.67	11.02
Sr. Purchase Request Process Clerk	10.33	10.67	11.02
Senior Storekeeper	9.33	9.63	9.95
Aircraft Parts Clerk	9.43	9.74	10.06
Senior Receiving Clerk	9.37	9.68	10.00
Disposal Warehouseman	8.91	9.21	9.51
Mail Clerk, Primary	8.48	8.76	9.05
Messenger/Mail Clerk/Carrier	8.48	8.76	9.05
Relief, Mail Service	8.27	8.54	8.82
CRMS Clerk	7.86	8.11	8.38
Mail Truck Driver*	9.17	9.47	9.79
Procurement Clerk Aide	8.61	8.90	9.19
Data Entry Clerk	7.86	8.11	8.38
Word Processors	8.98	9.28	9.59
Distribution Operator	8.83	9.12	9.42
Reproduction Operator	8.71	9.00	9.30
Baumfolder Operator	10.40	10.75	11.10
Bindery Operator	11.75	12.13	12.54
Relief Photo Lab	8.27	8.54	8.82
Relief Photo Lab	8.66	8.95	9.24

* In case of a layoff or reduction in force, the Mail Truck Driver will be considered the same as a Medium Truck Driver

Relief Photo Lab	9.18	9.48	9.80
Offset Press & Bindery Operator	9.88	10.21	10.55
Offset Press & Bindery Operator Tech.	10.61	10.96	11.32
Editorial Clerk	9.42	9.73	10.05
Communications Clerk	8.48	8.76	9.05
Library Assistant	8.61	8.90	9.19
Book Cataloging Assistant	8.61	8.90	9.19
Voucher Aide	8.48	8.76	9.05
Personnel Clerk	8.53	8.81	9.10
Micrographic Clerk	8.71	9.00	9.30
Relief, Administrative Support	8.27	8.54	8.82
Telephone Operator	8.23	8.50	8.78
Badge & Pass Relief	8.27	8.54	8.82
Visitor Control Clerk	8.23	8.50	8.78
Personnel Security Clerk	8.53	8.81	9.10
Photo Lab Technician	9.60	9.92	10.25
Work Control Clerk	9.60	9.92	10.25
Quality Control Chemist	9.86	10.19	10.53

The Dispatcher rate of pay will be the Truck Driver/Heavy rate plus 15 cents per hour.

Section 2. The Relief rate above is inclusive of all fringe benefits, except pension. Relief employees are included in the I.A.M. National Pension fund, Plan A, the same as all other employees based on their hours worked as provided for in the Plan.

Section 3. All new employees hired after October 1, 1991 shall receive \$.50 per hour less than the above rates for six months and \$.25 per hour less for an additional six months and cannot bid into another classification until reaching the full rate (unless this requirement is waived by Management).

It should be noted that all wage increases shall be effective on the beginning pay period nearest the date such increase is due. (Sunday through Wednesday due date will be effective on the current pay period; Wednesday through Saturday due date will be effective on the following pay period.)

When a regular full-time employee bids into a higher paying classification, the employee shall remain at the same rate of pay for the previous held classification for a period of six (6) months or until the employee has been fully and successfully trained and signed off on all applicable training documentation for the higher classification. If the bidding, regular employee has been previously trained signed off on all training documentation, that employee will enter the higher classification at the top pay rate of the classification.

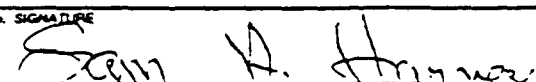
#

EXHIBIT D

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED TOP SECRET b. LEVEL OF SAFEGUARDING REQUIRED NONE	
2. THIS SPECIFICATION IS FOR: <small>Use and complete if a contract award</small>		3. THIS SPECIFICATION IS: <small>Use and complete if a modification</small>			
a. PRIME CONTRACT NUMBER		X	a. ORIGINAL (Complete date in all cases)		Date (YYMMDD) 95-9-15
b. SUBCONTRACT NUMBER			b. REVISED (Supersedes of previous specs)	Revision No.	Date (YYMMDD)
c. SOLICITATION OR OTHER NUMBER		Due Date (YYMMDD)	c. FINAL (Complete item 3 in all cases)		Date (YYMMDD)
X 1-120-GC.1260					
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If Yes, complete the following: Classified material received or generated under NAS1-19150 (Preceding Contract Number) is transferred to the follow-on contract.					
5. IS THIS A FINAL DD FORM 2547 <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If Yes, complete the following: In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of _____					
6. CONTRACTOR <small>Include Commercial and Government Entity (CAGE) Code</small>					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <small>(Name, Address, and Zip Code)</small>		
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <small>(Name, Address, and Zip Code)</small>		
8. ACTUAL PERFORMANCE					
a. LOCATION NASA LANGLEY RESEARCH CENTER HAMPTON, VA. 23681-0001		b. CAGE CODE	c. COGNIZANT SECURITY OFFICE <small>(Name, Address, and Zip Code)</small>		
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT PROVIDE SERVICES IN THE TASK AREAS OF LOGISTICS, SECURITY, ADMINISTRATIVE AND SCIENTIFIC TECHNICAL INFORMATION.					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:					
		YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	
1. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT FACILITY	
2. RESTRICTED DATA		<input type="checkbox"/>	<input checked="" type="checkbox"/>	b. RECEIVE CLASSIFIED DOCUMENTS ONLY	
3. CRITICAL AND EAR-WRAPPER DESIGN INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL	
4. FORMERLY RESTRICTED DATA		<input type="checkbox"/>	<input checked="" type="checkbox"/>	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE	
5. INTELLIGENCE INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	e. PERFORM SERVICES ONLY	
6. Security Compartmented Information (SCI)		<input type="checkbox"/>	<input checked="" type="checkbox"/>	f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. UNLESS SPECIALLY PERMITTED BY THE U.S. GOVERNMENT	
7. NSA-30		<input type="checkbox"/>	<input checked="" type="checkbox"/>	g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER, DOD/OSD/AF/AC/COMINT/COMINT/COMINT/COMINT	
8. SPECIAL ACCESS INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	h. REQUIRE A COMSEC ACCOUNT	
9. NATO INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	i. HAVE TRUSTEE REQUIREMENTS	
10. FOREIGN GOVERNMENT INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS	
11. LIMITED OBSERVATION INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	k. BE AUTHORIZED TO USE THE DEFENSE CARRIER SERVICE	
12. FOR OFFICIAL USE ONLY INFORMATION		<input type="checkbox"/>	<input checked="" type="checkbox"/>	l. OTHER (Specify)	
13. OTHER (Specify)				N/A	
N/A					

EXHIBIT D

EXHIBIT D

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U. S. Government authority. Proposed public release shall be submitted for approval. <input type="checkbox"/> Direct <input type="checkbox"/> Through Agency:			
NO PUBLIC RELEASE AUTHORIZED			
to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review. <small>*In the case of non-DOO User Agencies, requests for disclosure shall be submitted by that agency.</small>			
13. SECURITY GUIDANCE. The security classification guidance needed for the classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes to challenge the guidance of the classification assigned to any information or material furnished or generated under this contract and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)			
<p>ALL WORK ON THIS CONTRACT WILL BE PERFORMED AT GOVERNMENT FACILITIES WHERE CLASSIFICATION GUIDANCE WILL BE PROVIDED AS NECESSARY.</p> <p>THE CONTRACTOR WILL BE PROVIDING SUPPORT PERSONNEL FOR ONGOING RESEARCH AND DEVELOPMENT PROGRAMS THAT WILL REQUIRE INDIVIDUALS, DESIGNATED BY GOVERNMENT, TO HAVE A TOP SECRET SECURITY CLEARANCE.</p>			
14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies additional requirements. Provide a copy of the requirements to the cognizant security office. Use item 13 if additional space is needed.)			
YES	<input checked="" type="checkbox"/>	NO	
15. INSPECTIONS. Elements of the contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use item 13 if additional space is needed.)			
YES	<input checked="" type="checkbox"/>	NO	
16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.			
a. TYPED NAME OF CERTIFYING OFFICIAL SAM A. HARVEY	b. TITLE PROGRAM SECURITY TEAM LEADER	c. TELEPHONE (Provide Area Code) 804-864-6507	
3. ADDRESS <small>(Include Zip Code)</small> NASA LANGLEY RESEARCH CENTER M/S 182 HAMPTON VA. 23681-0001		17. REQUIRED DISTRIBUTION	
e. SIGNATURE 		<input checked="" type="checkbox"/>	a. CONTRACTOR
		<input type="checkbox"/>	b. SUBCONTRACTOR
		<input checked="" type="checkbox"/>	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
		<input checked="" type="checkbox"/>	d. U. S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
		<input checked="" type="checkbox"/>	e. ADMINISTRATIVE CONTRACTING OFFICER
		<input type="checkbox"/>	f. OTHER AS AFOC/SSAW

LARC EMS REPORT IPGPLIST
DATA AS OF 08/22/85

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 18150)

PROCESS DATE 08/22/85
PAGE NUMBER 1

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW SECTION
0052877			DISK DRIVE UNIT INTERNATIONAL BUSINESS MACHINE	102489 4888-001	L 28374C 87/11/25	1208 285.	1.14
0056221			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	6016022 6580111	L 39837C 88/07/05	1208 5,887.	1.14
0081537			FACSIMILE SET SHARP ELECTRONICS CORP	84109324 F0550	L 60533C 89/08/11	1208 1,543.	1.14
1087205			DISPLAY UNIT COMPUADD	10801305 51091	L 00288D 91/07/30	1208 417.	1.14
1266650			PRINTER, ADP CANON INC	SH831941 K10110A	L 38414D 93/08/10	1208 319.	1.14
1258711			CAMERA, STILL PICTURE OLYMPUS CP SCIENTIFIC PROD'S	5057482 230	NAS 1 18150 93/05/01	HOME 219.	1.14
1284324			TYPEWRITER, ELECTRIC LEXMARK INTL INC	11MG132 WHEELWRITER1500	L 65164D 94/10/05	1208 597.	1.14
1422514			COMPUTER, MICRO AST RESEARCH INC	TW6G002898 SME488	NAS 1 18150 94/10/13	HOME 800.	1.14
00566252			SCANNER, COMPUTER HOWTEK INC	80100838 SCANMASTER	L 40317C 88/07/07	1163T 6,521.	4.5
0803334			TABLET, DIGITIZING WACOM PRODUCTS INC	3K1JB0879-00 UD0608A	L 45937D 94/03/15	1163T 285.	4.5
1091559			DISK DRIVE UNIT SYQUEST TECHNOLOGY	413589 SYQUEST44MEG	L 11468D 92/03/27	1163T 479.	4.5
1091680			DISK DRIVE UNIT SYQUEST TECHNOLOGY	413585 SYQUEST44MEG	L 11468D 92/03/27	1163T 479.	4.5
1092534			COMPUTER, MICRO APPLE COMPUTER INC	F121400FC81 MACINTOSH700	L 13051D 82/05/07	1163T 5,329.	4.5

* Asterisk items are part of a Government equipped facility, therefore, these items are not to be replaced by the Contractor.

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW SECTION
1180288		DISPLAY UNIT NEC AMERICA INC BROADCASTING	28D00288A JC1741UMA	L 29018D 93/03/16	1163T 1,278.	4.5
1255768		DISK DRIVE UNIT SONY CORP	810034 RMO-S360	L 34077D 93/06/04	1163T 1,488.	4.5
1259283		SCANNER, COMPUTER EPSON AMERICA INC	5B70003380 GB30A	L 42590D 93/12/22	1163T 1,210.	4.5
1281315		DISPLAY UNIT NEC CORP	3202979CA JC1741UMA	L 46841D 94/03/28	1163T 1,288.	4.5
1261683		COMPUTER, MICRO APPLE COMPUTER INC	FC4080702D8 M2118	L 48858D 94/04/29	1163T 2,582.	4.5
0058841		PRINTER, ADP APPLE COMPUTER INC	CA837QLL M8000	L 47887C 88/12/08	1208 3,218.	4.5
1089125		DISK DRIVE UNIT APPLE COMPUTER INC	SS139053 M3021	L 98788C 91/10/24	1208 618.	4.5
1281356		TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	174TUAB366 P93YPC20A2AA	L 46521D 94/03/31	1240 556.	1.9.2
0074478		DISK DRIVE UNIT OMEGA	4250150024 B244XAPLS	L 74907C 90/04/30	1289 1,984.	4.5
0074591		SCANNER, COMPUTER MICROTEK LAB INC MICROTEK GOVE	S022405289 MSF300Z	L 72005C 90/05/07	1289 1,420.	4.5
0074592		INTERFACE, SCANNER MICROTEK LAB INC MICROTEK GOVE	0018307883 MS-SCS1/G	L 72005C 90/05/07	1289 500.	4.5
0021682		DISK DRIVE UNIT PROCOM TECHNOLOGY, INC.	10883 200	L 8451D 82/01/27	1289 879.	4.5
0058128		PRINTER, ADP APPLE COMPUTER INC	CA8141ZV6 M8000	L 39208C 88/08/28	1289 3,452.	4.5

NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW SECTION
0058348		SCANNER, COMPUTER CANNON INSTRUMENT CO	115571 1X12F	L 40430C 88/07/13	1289 1,735.	4.5
1085180		COMPUTER, MICRO APPLE COMPUTER INC	E04816LM0442LL/ LC	L 93813C 81/04/17	1289 1,628.	4.5
1085161		DISPLAY UNIT APPLE COMPUTER INC	E0488GLM0288LL/ M1050	L 93813C 81/04/17	1289 400.	4.5
1088889		DISK DRIVE UNIT MAXTOR CORP	NONE XT87805	L 4277D 91/11/22	1289 1,618.	4.5
1254534		COMPUTER, MICRO APPLE COMPUTER INC	F33028SH672 M4300	L 29017D 93/03/22	1289 5,889.	4.5
1284535		DISPLAY UNIT RADIUS INC	VT8252A10129 0350	L 29017D 93/03/22	1289 2,039.	4.5
1287730		PRINTER, ADP TEKTRONIX INC	JP3720VT 4684	L 4335D 94/01/13	1288 8,060.	4.5
1281045		TABLET, DIGITIZING WACOM CO LTD	4A4JB2092-SOA UD1212R	L 47477D 94/03/30	1289 499.	4.5
0075674		DISPLAY UNIT SIGMA DESIGNS INC	201043S SYM00-210V	L 76727C 90/08/13	1300 2,039.	4.5
0075670		DISK DRIVE UNIT MASS MICROSYSTEMS INC	113884 DATAPAK	L 76726C 80/08/28	1300 1,919.	4.5
0080832		COMPUTER, MICRO APPLE COMPUTER INC	F845HP3 M5000	L 51208C 88/03/17	1300 6,759.	4.5
0847367		SCANNER, COMPUTER SHARP ELECTRONICS CORP	8210020X JX300	L 81827C 88/09/28	1300 3,589.	4.5
1285744		PRINTER, ADP APPLE COMPUTER INC	F13300ZC108 M5880	L 38893D 93/10/27	1300 2,222.	4.5

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1257019			COMPUTER, MICRO APPLE COMPUTER INC	XB331HCH M1208	L 38232D 93/08/02	1300 6,913.	4.5
1257602			DISK DRIVE UNIT PINNACLE MICRO INC	110010333 PM0850	L 39882D 93/10/20	1300 2,649.	4.5
1257810			PRINTER, ADP TEKTRONIX INC	JP3A11B 4884	L 38882D 93/10/20	1300 9,788.	4.5
0078673			SCANNER, COMPUTER HEWLETT-PACKARD CO	2812J58845 9185A	L 84558C 80/10/09	1300 1,034.	4.5
1085054			TRANSCEIVER, RADIO MOTOROLA INC	851ARG1425 H43SVU7120BN	L 92383C 91/04/08	1240 883.	1.9.2
0848884			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	792FQA3324 H43RFU7120BN	L 67352C 90/01/18	1208 870.	1.10
1085083			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	23NWO08/88AW747 3472-4	L 90873C 91/04/10	1208 1,279.	1.10
0075338			DISPLAY UNIT APPLE COMPUTER INC	5338292 M0401	L 78883C 90/05/30	1201T 658.	4.6
0057941			COMPUTER, MICRO APPLE COMPUTER INC	F838425 M5000	L 44853C 88/08/28	1201T 4,088.	4.6
0057944			PRINTER, ADP APPLE COMPUTER INC	CAB328U4X M8000	L 44853C 88/08/28	1201T 3,124.	4.6
1087738			RECORDER, CASSETTE, VIDEO MATSUSHITA ELEC INDUS CO	F1MD00389 AQ2510	L 2394D 91/09/10	1201T 420.	4.6
1087740			MONITOR, TELEVISION SONY CORP	2033582-9 PVM1910	L 2391D 91/09/11	1155 654.	4.6
1087743			MONITOR, TELEVISION SONY CORP	2033589-G PVM1910	L 2391D 91/09/11	1201T 654.	4.6

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1254988		COMPUTER, MICRO APPLE COMPUTER INC	F13283D3B5 M1350	L 31782D 93/04/27	1201T 1,550.	4.6
1254988		DISPLAY UNIT APPLE COMPUTER INC	SG314L7WE04 M1212	L 31782D 93/04/27	1201T 480.	4.6
1284307		TYPEWRITER, ELECTRIC LEXMARK INTL INC	11M0155 WHEELWRITER1500	L 55184D 94/10/05	1145 587.	4.6
0138530		PRINTER, ADP EPSON AMERICA INC	11014058 LQ2500	L 12081C 87/04/07	1228 1,132.	3.0
0144227		PRINTER, ADP NEC INFORMATION SYSTEMS INC	580187133 PINWRITER P8	L 28408C 87/11/02	1228 474.	3.0
1084418		DISPLAY UNIT COMPUADD	01102470 51088	L 91487C 91/03/08	1228 400.	3.0
1259409		DISPLAY UNIT MITSUBISHI ELECTRIC CORP	108005818 FA3425L9ATK	L 35804D 94/01/03	1228 1,000.	3.0
0055087		SCANNER, COMPUTER CANNON INSTRUMENT CO	115179 3X12F	L 38888C 88/04/22	1183 1,735.	4.1.2
0143384		PRINTER, ADP APPLE COMPUTER INC	F738012 M0198	L 25339C 87/08/15	1183 3,800.	4.1.2
0259891		TABLE, DRAFTING MAYLINE CO INC	T1234 8584LT	L 7839C 88/08/12	1183 1,850.	4.1.2
1156802		DISPLAY UNIT NEC TECHNOLOGIES INC DIV OF NE	28D230088 JC1741UNA	L 21051D 82/08/14	1183 1,329.	4.1.2
1180118		SCANNER, COMPUTER MICROTEK INTERNATIONAL INC	32G4800005 MRS800GS	L 27020D 93/02/25	1183 772.	4.1.2
1180215		COMPUTER, MICRO APPLE COMPUTER INC	F33082PN872 M4300	NAS 1 19488 93/03/03	1183 8,188.	4.1.2

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 18150)

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW SECTION
0258107	TERMINAL, DATA PROCESSING DIGITAL EQUIPMENT CORP	TA55115 VT22082	L 987628 88/04/07	1130T 633.	2.8
0281083	TERMINAL, DATA PROCESSING DIGITAL EQUIPMENT CORP	TA17847 VT220C	L 818828 85/03/08	1130T 980.	2.8
0058316	SWEeper, POWER ELGRET	8326 832G	L 44807C 88/11/01	1246 1,185.	1.9.2
0258895	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	0139380 5154001	NA91059-15 91/02/28	1240 555.	1.9.2
0281842	COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	0072948 5170-088	L 748888 85/04/02	1240 5,205.	1.9.2
0421299 173885	ROOM, PORTABLE, ACOUSTICAL INDUSTRIAL ACOUSTICS CO INC	3885 APR446	L 12388A 75/02/24	1246 2,974.	1.9.2
0430207 178072	TYPEWRITER INTERNATIONAL BUSINESS MACHINE	3108382 895	L 48960A 76/07/12	1240 693.	1.9.2
0804117	TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	174FUQK807 P83YPC20A2AA	L 51899D 94/10/07	1240 572.	1.9.2
1088717	COMPUTER, MICRO SUN MICROSYSTEMS INC	123F3272 47	NAS 1 18544 91/10/23	1192T 7,188.	4.1.1
1088718	DISPLAY UNIT SUN MICROSYSTEMS INC	9118DN1250 QDM1882B	NAS 1 18544 91/10/23	1192T 800.	4.1.1
0073602	MONITOR, TELEVISION SONY CORP	2001787 PVM1341	L 69298C 90/02/15	1183 689.	4.5
1083789	DISK DRIVE UNIT EHMAN ENGINEERING INC	203888 ZFPHDD	L 69001C 90/02/23	1183T 749.	4.5
1084084	DISK DRIVE UNIT LACIE LTD	027723 ZFP170MBQ	L 94438C 91/05/08	1163T 1,099.	4.5

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1088819			RECORDER, CASSETTE, VIDEO NEC INFORMATION SYSTEMS INC	COX00479 PV598A	L 4524D 1183T 91/10/18	1,925.	4.5
1092362			TABLET, DIGITIZING WACOM PRODUCTS INC	2B2J80438-07 SD510C	L 11448D 1183T 92/04/13	580.	4.5
1160267			DISPLAY UNIT NEC AMERICA INC BROADCASTING	28D00288D JC1741UMA	L 29018D 1183T 93/03/18	1,278.	4.5
1254742			COMPUTER, MICRO APPLE COMPUTER INC	F13081W4 M1350	L 27172D 1183T 93/03/18	5,742.	4.5
1259264			SCANNER, COMPUTER EPSON AMERICA INC	5670002728 G530A	L 42890D 1183T 93/12/22	1,210.	4.5
1281021			DISK DRIVE UNIT PERIPHERAL LAND INC	840308010 003-8100-00	L 46700D 1183T 94/03/18	1,075.	4.5
1281773			DISPLAY UNIT NEC TECHNOLOGIES INC DIV OF NE	4103153DB JC1741UMA3	NAS 1 20005 1183 94/04/20	1,324.	4.1.5
1281774			DISPLAY UNIT NEC TECHNOLOGIES INC DIV OF NE	3Z01B58DA JC1741UMA3	NAS 1 20005 1183 94/04/20	1,324.	4.1.5
1085052			TRANSCIEIVER, RADIO MOTOROLA INC	651ARG1423 H43SVU71208N	L 92383C 1171 91/04/08	883.	1.9.1
1086658			MACHINE, REEL TO COIL REEL-O-MATIC SYSTEMS INC	1-105-8L2 MINIPENT	L 5277D 1174 91/11/05	5,287.	1.9.1
0055372	115607		DRILL PRESS, FLOOR TYPE KEARNEY & TRECKER F-GORTON	30C-976 1 1/2CAP	NS12434 1245 83/03/01	8,975.	1.6.1 *
0424853	188750		WELDER, HELIARC LINCOLN ELECTRIC CO	AC-317114 K1240C	L 98633 1245 73/11/01	1,172.	1.6.1 *
0424854	182553		BURNER, PLASMA THERMAL DYNAMICS CORP	L81908A176824 PAK44	L 98675A 1245 79/08/22	9,285.	1.6.1 *

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	MARK
0424885	CUTTING MACHINE, FLAME UNION CARBIDE CORP LINDE DIV	426 CM50CD	NAS 1 14257 78/01/22	1245 10,180.	1.6.1	*
1259078	SAW, BAND MARVEL MFG CO	E-077013-W 13A	NAS 1 20110 93/11/23	1245 22,300.	1.6.1	*
1262840	BURNER, PLASMA THERMAL DYNAMICS CORP	011628439 PCM8B	L 86388 80/04/11	1245 1,077.	1.6.1	*
1262841	SCALE, PLATFORM COLT IND FAIRBANKS MORSE DIV	0882914NB 22-6105	L 233188 81/04/28	1245 4,698.	1.6.1	*
0848524	DISPLAY UNIT SONY CORP	106295 GPM1850	L 86087C 89/11/21	1230 3,181.	4.5	
1084238	PRINTER, ADP QMS INC	NONE CSC100	L 90133C 91/02/25	1230 7,074.	4.5	
1084239	CONTROLLER, PRINTER QMS INC	0002640 CSC100	L 90133C 91/02/25	1230 7,000.	4.5	
1085845	SCANNER, IMAGE LACIE LTD	30N000885 GB20A	L 86285C 91/05/24	1230 1,899.	4.5	
1266248	COMPUTER, MICRO APPLE COMPUTER INC	F13257Q7CA8 M1205	L 33357D 93/07/02	1230 2,770.	4.5	
1262893	PRINTER, ADP TEKTRONIX INC	JP47308 4884	L 51600D 94/07/28	1230 6,037.	4.5	
1423203	PRINTER, ADP APPLE COMPUTER INC	BG44612P1A8 M2008	NAS 1 20008 84/12/07	1230 1,351.	4.5	
G078732	SLIDE MOUNTER PAKO CORP	TM-2119 AM301	L 76798C 90/08/20	1155 3,708.	4.3	*
G075961	ENLARGER, CONTROLLER OMEGA ENGINEERING INC	058183 D5500	L 78584C 90/07/02	1155 1,100.	4.3	*

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G078982	ENLARGER, CONTROLLER OMEGA ENGINEERING INC	058184 D9900	L 78584C 90/07/02	1155 1,100.	4.3 *
G078228	PRINTER, ADP APPLE COMPUTER INC	CA017038 M8000	L 78585C 90/07/28	1155 2,810.	4.3
G078229	COMPUTER, MICRO APPLE COMPUTER INC	E0230L9 M5119	L 78588C 90/07/28	1155 2,454.	4.3
G078230	COMPUTER, MICRO APPLE COMPUTER INC	E02303H M5119	L 78588C 90/07/28	1155 2,454.	4.3
G078232	COMPUTER, MICRO APPLE COMPUTER INC	E0230L1 M5118	L 78588C 90/07/28	1155 2,454.	4.3
G078233	COMPUTER, MICRO APPLE COMPUTER INC	E024053 M5119	L 78588C 90/07/28	1155 2,454.	4.3
G078234	COMPUTER, MICRO APPLE COMPUTER INC	E0230L2 M5119	L 78588C 90/07/28	1155 2,454.	4.3
G078235	COMPUTER, MICRO APPLE COMPUTER INC	E02300Q M5119	L 78588C 90/07/28	1155 2,454.	4.3
G078319	COMPUTER, MICRO APPLE COMPUTER INC	F3023M79 M5825	L 78588C 90/08/01	1155 8,172.	4.3
0020885	CAMERA, STILL PICTURE NIKON INC	1884408 F3	L 77440C 90/08/21	1155 759.	4.3 *
0083789	PROCESSOR, PHOTOGRAPHIC, COLOR ILFORD INC	118-00341 CC12172	L 38458C 88/04/21	1155 83,165.	4.3 *
0085307	DENSITOMETER ESECO-SPEEDMASTER / ELECTRONIC	TLC3381 TLC80S	L 37344C 88/05/11	1155 3,112.	4.3 *
0085308	ANALYZER, COLOR, DIGITAL, PHOT ESECO-SPEEDMASTER / ELECTRONIC	SM-18100 SM1400	L 37344C 88/05/11	1155 1,511.	4.3 *

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	*
0055308			ANALYZER, COLOR, DIGITAL, PHOT SM-15101 ESECO-SPEEDMASTER / ELECTRONIC SM1400		L 37344C 88/05/11	1155 1,511.	4.3	*
0056228			PROCESSOR, FILM JAMIESON FILM CO EQUIPMENT DIV 25A	2491	L 38403C 88/07/18	1155 18,963.	4.3	*
0059513			CUTTER, PAPER BROOKE ENGINEERING	8351 BP1200CCFP	L 51404C 89/02/23	1155 8,410.	4.3	*
0060584			DENSITOMETER ESECO-SPEEDMASTER / ELECTRONIC TLC90S	TLC-3084	L 53525C 89/03/16	1155 3,112.	4.3	*
0081097			PRINTER, COLOR EASTMAN KODAK CO	522 312	L 44830C 89/03/23	1155 42,870.	4.3	*
0139759			ANALYZER, COLOR, DIGITAL, PHOT SM14958 ESECO-SPEEDMASTER / ELECTRONIC SM1400		L 17230C 87/03/30	1155 1,571.	4.3	*
0139780			ANALYZER, COLOR, DIGITAL, PHOT SM14960 ESECO-SPEEDMASTER / ELECTRONIC SM1400		L 17230C 87/03/30	1155 1,571.	4.3	*
0140133			NUMBERING MACHINE, PHOTO NEGTV NONE VEACH DEVELOPMENT CO	NONE GS703	L 19084C 87/06/04	1155 1,200.	4.3	*
0473288	180813		CAMERA, SLIDE/STRIP FOROX CORP	SS028310 SS	L 69309A 78/02/27	1155 11,842.	4.3	*
0473289	194192		POWER SUPPLY SYSTEM, PHOTO BRON ELECTRONICS INC	031793 L3310/2	L 52860B 83/05/12	1155 2,242.	4.3	*
0473298	182788		SLIDE MOUNTER PAKO CORP	062805 20-282	L 88194A 79/02/28	1155 5,487.	4.3	*
0473297	190840		ENLARGER EPSON CORP HEAD OFFICE	K10-2358 ACS605	NAS 1 16929 82/04/21	1155 15,392.	4.3	*
0473299	175808		DENSITOMETER MACBETH DIV OF KOLLMORGEN CORP	19873 TD804	L 26898A 75/07/23	1155 1,875.	4.3	*

E C N	NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0473310	170187		PRINTER, CONTACT, VACUUM DOUTHITT CORP THE	34410 A	L 63889A 77/08/08	1155 1,375.	4.3 *
0473311	174912		ENLARGER COLORTRAN INC	121195 404-081MODIFIED	L 27187A 75/08/03	1155 1,440.	4.3 *
0473313	075178		ENLARGER SALTZMAN JDS AND CO	18 A 16 M88A	NA12558 55/08/01	1155 3,830.	4.3 *
0473314	178614		CAMERA, STILL PICTURE PRINCETON APPLIED RESEARCH	1073-4 KE83A	LX 7800199 78/11/03	1155 2,450.	4.3 *
0473325	131739		CAMERA, STILL PICTURE, VIEW TELEX COMM F-RADIANT F-SINGER	488704 PACEMAKER4XBINC	L 74043 85/10/01	1155 238.	4.3 *
0520837			PROCESSING MACHINE/PHOTO FILM EASTMAN KODAK CO	00007902 11CM	MISC 91/05/14	1155 20,525.	4.3 *
0549737			ENLARGER OMEGA ENGINEERING INC	136287 D5500	L 639738 84/04/24	1155 1,707.	4.3 *
0549738			ENLARGER OMEGA ENGINEERING INC	136251 D5500	L 639738 84/04/24	1155 1,707.	4.3 *
0549739			ENLARGER OMEGA ENGINEERING INC	136268 D5500	L 639738 84/04/24	1155 1,707.	4.3 *
0549740			ENLARGER OMEGA ENGINEERING INC	136268 D5500	L 639738 84/04/24	1155 1,707.	4.3 *
0801345			ENLARGER OMEGA ENGINEERING INC	45551 D5500	L 11638D 92/03/24	1255 1,874.	4.3 *
0801348			ENLARGER OMEGA ENGINEERING INC	45548 D5500	L 11638D 92/03/24	1255 1,874.	4.3 *
0847708			PROCESSOR, FILM KREONITE INC	7751 KM3-2014EG	L 61092C 89/11/07	1155 37,384.	4.3 *

NEW	E C N	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0847934			PROCESSOR COLENTA AMERICA CORP	301-830 30RTBM	L 99733B 86/06/24	1155 12,860.	4.3 *
1083888			CUTTER, PAPER PHOTO DESIGN OF ARIZONA	8448 BP1200	L 91594C 91/03/11	1155 7,425.	4.3 *
1086139			PRINTER, ADP, LABEL SEIKO INSTRUMENTS USA	M925184280 SLP1000	L 97117C 91/08/20	1155 174.	4.3 *
1086257			STILL, SINGLE, GLASS THERMOLYNE CORP	90-08-008 A58228	L 93811C 91/07/28	1255 3,995.	4.3 *
1086832			PLOTTER GRAPHTEC CORP	0115739 MP4200	L 99353C 91/07/08	1155 3,685.	4.3 *
1091424			PROCESSOR, PRINT, B/W ILFORD INC	23809 2240	L 9282D 92/03/13	1155 12,732.	4.3 *
1186240			DISPLAY UNIT SANYO ELECTRIC CO LTD	12542788 VM4509	L 19504D 92/08/17	1155 1,280.	4.3 *
1186366			PROCESSOR, COLOR PRINT KREONITE INC	RRJ92111 KM4-4243-RA4	L 21088D 92/10/16	1155 27,582.	4.3 *
1186362			METER, PH DENVER INSTR CO AINSWORTH DIV	C0003B00 25	L 23274D 92/10/20	1155 1,010.	4.3 *
1255338			PRINTER, COLOR EASTMAN KODAK CO	393 312	L 37121D 93/07/22	HYLE 20,000.	4.3 *
1258417			PROCESSOR, PHOTOGRAPHIC, COLOR ILFORD INC	NONE CC1217	L 35218D 93/07/19	1155 27,895.	4.3 *
1258618			POWER SUPPLY NORMAN ENTERPRISES	138782 2000PS	L 38374D 93/08/19	1255 1,020.	4.3 *
1257053			PROCESSOR, COLOR PRINT KREONITE INC	RRT92085 KM4-4243-RA4	L 21683D 92/10/19	1155 27,582.	4.3 *

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1267054			PROCESSOR, COLOR PRINT KREONITE INC	RRJ92112 KNA-4243-RA4	L 21683D 92/10/19	1155 27,582.	4.3 *
1267276			MIXER-DISTRIBUTOR, PHOTO CHEMI ILFORD INC	183 CIBACOPY CPMU	L 35657D 93/08/24	1155 6,784.	4.3 *
1267277			EASEL, PROJECTION PRINTING ILFORD INC	NONE CIBACOPY VCX	L 35657D 93/08/24	1155 3,715.	4.3 *
1260433			VIEWER, INFRARED ELECTROPHYSICS CORP	NONE 6100M	L 48338D 94/03/24	1155 1,485.	4.3 *
1260434			INTENSIFIER, IMAGE ELECTROPHYSICS CORP	13278 EF850	L 48338D 94/03/24	1155 1,000.	4.3 *
G074870			PRINTER, ADP HEWLETT-PACKARD CO	3008A18308 2276A	L 73450C 90/05/16	1189 533.	1.12
G078016			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	03D00990A JC1601VMA	L 78865C 90/07/10	1189 1,100.	1.12
G085991			OPTICAL READER, DATA ENTRY TELXON CORP	895504 PTC730	MISC-HQDS 94/08/10	1189 1,000.	1.12
G088008			OPTICAL READER, DATA ENTRY TELXON CORP	895497 PTC730	NAS W 4441 89/10/17	1189 1,262.	1.12
G088009			OPTICAL READER, DATA ENTRY TELXON CORP	895508 PTC730	NAS W 4441 89/10/17	1189 1,262.	1.12
G088010			OPTICAL READER, DATA ENTRY TELXON CORP	895508 PTC730	NAS W 4441 89/10/17	1189 1,262.	1.12
G088011			OPTICAL READER, DATA ENTRY TELXON CORP	895495 PTC730	NAS W 4441 89/10/17	1189 1,262.	1.12
G088209			LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	219 PSC4100	NAS W 4441 89/10/17	1189 782.	1.12

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G088210			LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	240 PSC4100	NAS W 4441 89/10/17	1189 782.	1.12
G088211			LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	223 PSC4100	NAS W 4441 89/10/17	1189 782.	1.12
G088212			LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	248 PSC4100	NAS W 4441 89/10/17	1189 782.	1.12
0035701			OPTICAL READER, DATA ENTRY TELXON CORP	002224461 88011	L 1501 95/07/10	1189 1,425.	1.12
0035702			OPTICAL READER, DATA ENTRY TELXON CORP	002224462 88011	L 1501 95/07/10	1189 1,425.	1.12
0035703			OPTICAL READER, DATA ENTRY TELXON CORP	002224463 88011	L 1501 95/07/10	1189 1,425.	1.12
0035704			OPTICAL READER, DATA ENTRY TELXON CORP	002224484 88011	L 1501 95/07/10	1189 1,425.	1.12
0088882			TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8EM29818933 KX-E400	L 40051C 88/07/07	1189 388.	1.12
0088058			COMPUTER, MICRO COMPUADD	30250 288	L 45128C 88/10/04	1189 1,105.	1.12
0088802			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	7015084 8570E81	L 48117C 88/11/04	1189 4,043.	1.12
0058010			DISK DRIVE UNIT SYSGEN INC	43-82478 8.25BRIDGE DISK	L 44487C 88/11/28	1189 320.	1.12
0080650			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	8018850 8570A21	L 51884C 88/03/20	1189 7,018.	1.12
0258828			PRINTER, ADP EPSON AMERICA INC	08070888 FX85	MISC 93/08/22	1189 388.	1.12

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0259915	TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	DC582 3180	L 4574C 86/07/28	1169 1,257.	1.12
0420385	CALCULATOR, ELECTRONIC SHARP ELECTRONICS CORP	13012178 QS1183	L 34892B 84/02/07	1169 128.	1.12
1084263	DISPLAY UNIT COMPUADD	01007848 81086	L 91159C 81/02/28	1169 418.	1.12
1281670	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	23-V1889 8513001	L 48117C 88/11/04	1169 432.	1.12
1282866	PRINTER, ADP CANON INC	SJN32885 K1011A	L 51862D 84/07/21	1169 285.	1.12
1395852	LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	246 PSC4100	MISC-HQDS 84/08/01	1169 782.	1.12
1395854	LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	238 PSC4100	MISC-HQDS 84/08/01	1169 782.	1.12
1395855	LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	241 PSC4100	MISC-HQDS 84/08/01	1169 782.	1.12
1395857	LASER SCANNER PHOTOGRAPHIC SCIENCES CORP	247 PSC4100	MISC-HQDS 84/08/01	1169 782.	1.12
0849105	TERMINAL, DATA PROCESSING DIGITAL EQUIPMENT CORP	TA38881 VT220A	1 18000 85/11/18	1130T 1,274.	2.8
0059430	TRUCK, FORK LIFT CLARK EQUIPMENT CO	TM247-0318-7105 TM20	L 45224C 88/01/30	1240 18,895.	1.9.2
0142854	CONTAINER, SHIPPING VIRGINIA WELDING CORP	NONE NONE	L 24885C 87/08/14	1208 1,375.	1.9.2
0218884	CONTAINER, SHIPPING STRICK TRAILER CO	B24780 0400SA7LW	L 84771B 85/12/18	1170 1,400.	1.9.2

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0219995			CONTAINER, SHIPPING STRICK TRAILER CO	B-447780 0400SA7LW	L 947718 85/12/18	1208 1,400.	1.9.2
0258583			CONTAINER, STORAGE EASTERN SURVEYING CORP	202448 NONE	L 8848C 88/08/10	1208 1,250.	1.9.2
0280884			CONTAINER, STORAGE UNKNOWN (VERIFIED)	412-337-0 NONE	L 78355B 85/01/25	1208 1,200.	1.9.2
0281783			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	0340982 5153-001	L 82582B 85/04/12	1240 476.	1.9.2
0420287	185538		PRINTER, ADP EPSON AMERICA INC	400500 MX100111	L 53570B 83/08/24	1240 803.	1.9.2
0488490	175755		ERASER, MAGNETIC BELL & HOWELL CO	7305 TD2803-48	L 28393A 78/07/01	1208 1,073.	1.9.2
0532812	181984		ERASER, MAGNETIC BELL & HOWELL CO	4035 TD2803-48	L 70751 83/01/12	1240 985.	1.9.2
0548782			ERASER, MAGNETIC BELL & HOWELL CO	1187 TD500	L 72810B 84/08/15	1240 3,905.	1.9.2
0848913			CALCULATOR, ELECTRONIC TEXAS INSTRUMENTS INC CONTROL	112128 T15330	L 88978C 90/01/22	1240 125.	1.9.2
1085058			TRANSCEIVER, RADIO MOTOROLA INC	851ARG1427 H43SVU71208N	L 92383C 91/04/08	1240 863.	1.9.2
1282530			TRUCK, FORK LIFT TOYO UMPANKI CO LTD	72A00403 FTB1582	L 48893D 94/07/05	1245 18,332.	1.9.2
1283803			HOPPER, TRASH DISPOSAL UNKNOWN (VERIFIED)	NONE (VERIFIED) NONE (VERIFIED)	LX 94002 94/09/02	1240 2,000.	1.9.2
1283804			HOPPER, TRASH DISPOSAL UNKNOWN (VERIFIED)	NONE (VERIFIED) NONE (VERIFIED)	LX 94002 94/09/02	1240 2,000.	1.9.2

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1263805			HOPPER, TRASH DISPOSAL UNKNOWN (VERIFIED)	NONE (VERIFIED) NONE (VERIFIED)	LX 84002 84/08/02	1240 2,000.	1.9.2
1263806			HOPPER, TRASH DISPOSAL UNKNOWN (VERIFIED)	NONE (VERIFIED) NONE (VERIFIED)	LX 84002 84/08/02	1240 2,000.	1.9.2
0144285			PHOTOCOPY MACHINE MINDOLTA CORP	1811750 EP410Z	L 23089C 87/08/27	1240 3,073.	1.9.2
G078735			TRANSPORT, MAGNETIC TAPE MASS MICROSYSTEMS INC	131221 DATAPAK	L 84252C 80/10/11	1232 857.	4.5
G078348			COMPUTER, MICRO APPLE COMPUTER INC	F3040N2UC41 M552B11FX	L 85728C 80/11/18	1232 9,508.	4.5
G078348			DISPLAY UNIT SONY CORP	2324028 GDM1950	L 85728C 80/11/18	1232 2,759.	4.5
1088852			PRINTER, ADP APPLE COMPUTER INC	CA051BKR M6000	L 88183C 81/08/28	1232 3,388.	4.5
1157483			SCANNER, COMPUTER APPLE COMPUTER INC	TF228078222 M1381	L 22087D 82/08/30	1232 904.	4.5
1158430			RECORDER, HARD COPY TEKTRONIX INC	B030951 4893DX	L 54398C 88/04/18	1232 12,648.	4.5
1255804			DISK DRIVE UNIT INTRROL CORP	1838 51024-2-10	L 33708D 93/08/11	1232 3,989.	4.5
1287382			DISPLAY UNIT RADIUS INC	SS8328A10148 0381	L 28588D 93/08/26	1232 2,428.	4.5
1257384			PRINTER, ADP APPLE COMPUTER INC	F1327275108 M5890	L 28588D 93/08/26	1232 2,140.	4.5
1282328			SCANNER, COMPUTER EPSON AMERICA INC	8870007404 G530A	L 48873D 84/05/05	1232 1,280.	4.5

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0052588			DISPLAY UNIT MITSUBISHI ELECTRIC CORP	4329589 XC1430C	L 28928C 87/11/02	1208 500.	1.8.3
0429713			CALCULATOR, ELECTRONIC CANON INSTRUMENT CO	709220 CP1218D	L 42982B 84/02/24	1208 288.	1.8.3
0485078	189828		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	2311208 895	L 95898 73/12/01	1208 870.	1.8.3
1282889			PRINTER, ADP CANON INC	SJN33241 K1011A	L 51862D 84/07/21	1208 285.	1.8.3
0258358			PRINTER, ADP NEC INFORMATION SYSTEMS INC	980007898 PINWRITER PB	L 99377B 88/08/01	1152 424.	4.4
1188280			MACHINE, MAILING ASCOM HASLER MAILING SYSTEM	NONE 320	L 18514D 92/10/20	1152 3,272.	4.4 *
1288425			SCALE, POSTAL ASCOM HASLER MAILING SYSTEM	SC1879 THE CHAMP	L 37575D 93/08/30	1152 4,119.	4.4 *
1288428			COMPUTER, MICRO DYK CO INC F-VELTRI F & SONS	0134773 KEEN4035	L 37575D 93/08/30	1152 2,500.	4.4
1288458			DISPLAY UNIT SAMSUNG ELECTRONICS	H8YC112805 MA2885	L 37575D 93/08/30	1152 200.	4.4
0074837			TYPEWRITER, ELECTRIC INTERNATIONAL BUSINESS MACHINE	0137841 WHEELWRITER8	L 75115C 80/08/01	11988 878.	2.5

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G078445			COMPUTER, MICRO DELL COMPUTER CORP F-PC'S LTD	08BMA 310	L 83809C 90/08/28	1195B 2,400.	2.5
G078834			DISPLAY UNIT J4 INDUSTRIES INC.	9317973 PVM14VC+	L 82847C 90/10/18	1195B 400.	2.5
0080179			READER/PRINTER, MICROFICHE CANON USA MICROGRAPHICS DIV	33108074 PC80	L 50212C 89/02/10	1195A 3,508.	2.5
0281729			TYPEWRITER INTERNATIONAL BUSINESS MACHINE	6191652 8709801	L 83532B 85/04/30	1195B 575.	2.5
0848470			DISPLAY UNIT PC'S LIMITED SEE DEL COMPUTERS VC2	90202201	L 44740C 88/10/27	1195B 400.	2.5
0847498			PRINTER, ADP HEWLETT-PACKARD CO	2830J83262 33447A	L 64010C 89/10/04	1195B 3,985.	2.5
1080051			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KYT20 8580-081	L 3735D 91/11/28	1195A 4,452.	2.5
1081201			WORK STATION, OFFICE DATUM FILING SYSTEMS INC	NONE NONE	L 4878D 92/03/08	1195A 1,398.	2.5
1081202			WORK STATION, OFFICE DATUM FILING SYSTEMS INC	NONE NONE	L 4878D 92/03/08	1195A 1,398.	2.5
1081203			WORK STATION, OFFICE DATUM FILING SYSTEMS INC	NONE NONE	L 4878D 92/03/08	1195A 1,398.	2.5
1081204			WORK STATION, OFFICE DATUM FILING SYSTEMS INC	NONE NONE	L 4878D 92/03/08	1195A 1,398.	2.5
1081205			WORK STATION, OFFICE DATUM FILING SYSTEMS INC	NONE NONE	L 4878D 92/03/08	1195A 2,170.	2.5
0035344			RECEIVER, RADIO, BEEPER MOTOROLA INC AUTOMOTIVE PROD	348BVC2CBQ A03CJC2468AA	L 54783D 95/02/27	1224T 228.	Contract Manager

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0082442			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	72-8087818 8580-111	L 82588C 89/08/13	1224T 5,400.	Contract Manager
G078012			DISPLAY UNIT APPLE COMPUTER INC	5478887 M0401	L 82828C 90/10/25	1183 830.	4.1.3
0143381			COMPUTER, MICRO APPLE COMPUTER INC	F733JAV M5000	L 25338C 87/08/15	1183 4,185.	4.1.3
0848111			PRINTER, ADP HEWLETT-PACKARD CO	280582842 33440A	L 57412C 89/08/23	1195B 2,510.	4.1.3
1085338			DISPLAY UNIT RASTEROPS CORP	04100283 1802	L 94432C 91/04/30	1183 1,131.	4.1.3
1085340			COMPUTER, MICRO APPLE COMPUTER INC	F3114HYT M5525(11FX)	L 94432C 91/04/30	1183 4,838.	4.1.3
1087477			COMPUTER, MICRO SUN MICROSYSTEMS INC	118F0285 47	L 1058D 81/08/20	1183 4,888.	4.1.3
1255548			DISPLAY UNIT SONY CORP	9251DY1332 GDM18828	L 33573D 93/05/20	1183 1,250.	4.1.3
1260385			PRINTER, ADP TEXAS INSTRUMENTS INC CONTROL	07387400804 3208	L 44018D 94/03/02	1183 810.	4.1.3
0420230	178781		CALCULATOR, ELECTRONIC TEXAS INSTRUMENTS INC CONTROL	4204317 T15040	L 84381A 77/08/07	1195B 123.	4.1.3
0054950			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	2353878 8513001	L 35702C 88/04/18	1195 432.	2.3
0058118			PRINTER, ADP APPLE COMPUTER INC	CA83235Z M8000	L 45438C 88/10/08	1195 3,219.	2.3
0847871			PRINTER, ADP HEWLETT-PACKARD CO	2814A84184 33440A	L 84189C 89/10/10	1195 1,635.	2.3

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0848159			DISPLAY UNIT APPLE COMPUTER INC	B258188 M0401	L 64198C 89/10/17	1185 859.	2.3
0848213			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23-8040505 8570A21	L 63884C 89/10/19	1195 5,800.	2.3
1422848			DISPLAY UNIT APPLE COMPUTER INC	S44351P31XY M1823	NAS 1 20008 94/10/27	1195 1,888.	2.3
1422984			COMPUTER, MICRO APPLE COMPUTER INC	XC44500L M4300	NAS 1 20008 94/11/17	1195 3,088.	2.3
G077288			AMPLIFIER, AUDIO MCINTOSH LABORATORY INC	8X8578 MA6200	L 80410C 90/08/22	1155 1,700.	4.6 *
G078423			OSCILLOSCOPE, PORTABLE TEKTRONIX INC	B060353 2448B	L 82238C 90/09/28	1145 3,888.	4.6 *
0020437			MONITOR, TELEVISION SONY CORP	2000815 BVM1310	L 58397C 89/07/28	1201T 4,900.	4.6 *
0021282			PROBE IKEGAMI ELECTRONIC US INC	AEH 40288 ASP15C	L 98078C 91/08/19	1145 1,280.	4.6 *
0021801			SYNCHRONIZER EVERTZ	08918088 7000N-DSP	L 97398C 91/07/11	1155 2,700.	4.6 *
0083241			RECORDER, CASSETTE, VIDEO SONY CORP	14789 EV-S7000	L 28994C 88/01/14	1165 885.	4.6 *
0081578			RECORDER-REPRODUCER SET, SOUND AMPEX CORP F-INVAR ELECTR CORP	50488 CVR70	L 58397C 89/07/28	1145 23,940.	4.6 *
0141804			TIME BASE CORRECTOR, VIDEO MICROTIME INC	2017N TX2D	L 21208C 87/07/08	1201T 11,735.	4.6 *
0144111			LENS, ZOOM FUJINON INC	313118 A12X8B	NAS 1 14360 87/10/18	1145 2,025.	4.6 *

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0144122			LENS, ZOOM FUJINON INC	318337 A12X8B	NAS 1 14380 87/10/18	1201T 1,088.	4.6 *
0144147			CAMERA, TELEVISION, COLOR SONY CORP	13282 DXC-M3	NAS 1 14380 87/10/18	1201T 7,440.	4.6 *
0144183			MONITOR, TELEVISION MATSUSHITA ELEC INDUS CO	FJ5420298 BTS1300N	NAS 1 14380 87/10/18	1155 510.	4.6 *
0144188			RECORDER, CASSETTE, VIDEO J V C NIVICO VICTOR CO LTD	11013284 BR8800U	NAS 1 14380 87/10/18	1155 1,912.	4.6 *
0144173			MIXER, TELECONFERENCE EXPANSIO SHURE BROS INC	851500130 ST8008	NAS 1 14380 87/10/18	1155 3,750.	4.6 *
0144198			MULTIMETER, DIGITAL BECKMAN INDUSTRIAL CORP	01111488 310	NAS 1 14380 87/10/18	1145 140.	4.6 *
0144223			RECORDER, CASSETTE, VIDEO J V C NIVICO VICTOR CO LTD	11013275 BR8800U	NAS 1 14380 87/10/18	1201T 1,912.	4.6 *
0144548			MULTIMETER, DIGITAL FLUKE JOHN MFG CO INC	4135018 8021B	NAS 1 14380 87/10/18	1145 159.	4.6 *
0258824			CAMERA, TELEVISION SONY CORP	90138 DXC-M3AK	L 985788 86/05/01	1201T 6,780.	4.6 *
0280285			MONITOR, TELEVISION J V C NIVICO VICTOR CO LTD	07008497 TM22U	L 7027C 86/08/27	1201T 358.	4.6 *
0404157	404157		RECEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	258AJA1283 A03FNC2488C	L 821878 84/02/08	1201T 323.	4.6 *
0472882	179887		CAMERA, MOTION PICTURE ARRIFLEX CORP OF AMERICA	60402 16SR	NAS 1 15048 77/08/01	1155 18,428.	4.6 *
0473288	LGO072		SOUND BLIMP ARRIFLEX CORP OF AMERICA	528 4A310	L 990 74/08/30	1155 1,823.	4.6 *

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0473288	138535 CAMERA, MOTION PICTURE ARRIFLEX CORP OF AMERICA	NONE 18BL	NS18878 67/01/01	1155 3,383.	4.6 *
0473289	138536 LENS, CAMERA, MOTION PICTURE ANGENIEUX /ETS P/ SA	1187828 12-120	NAS 1 8878 75/07/08	1155 1,628.	4.6 *
0473273	178486 LENS, CAMERA, MOTION PICTURE ANGENIEUX /ETS P/ SA	1370890 12-120	L 51114A 78/08/17	1145 2,295.	4.6 *
0548721	RECORDER, TAPE, VIDEO SONY CORP	17854 V05800	NAS 1 14380 87/10/18	1155 3,288.	4.6 *
0548722	RECORDER, CASSETTE, VIDEO SONY CORP	21392 V05850	NAS 1 14380 87/10/18	1201T 5,447.	4.6 *
0548220	MONITOR, TELEVISION, COLOR SONY CORP	502489 PVM8000	L 898278 84/08/28	1201T 828.	4.6 *
0802848	RECORDER/PLAYER, AUDIO TASCAM	880388931 122MK2	NAS 1 19150 93/05/01	1145 958.	4.6 *
0803038	SWITCHER, VIDEO VIDEOTEK INC	12830882 RS10A	NAS 1 19150 84/01/04	1201T 1,019.	4.6 *
0803848	AUDIO PATCH BAY ADC TELECOM F-ADC MAGNETIC	114 BJF407-4MK11	NAS 1 19150 84/05/23	1201T 1,100.	4.6 *
1088182	MONITOR, TELEVISION SONY CORP	2005313-0 PVM1220	L 88809C 91/08/25	1185 1,775.	4.6 *
1088183	MONITOR, TELEVISION SONY CORP	2005320-+ PVM1220	L 88809C 91/08/25	1155 1,775.	4.6 *
1088188	MONITOR, TELEVISION SONY CORP	5022454-8 PVM8220	L 88809C 91/08/25	1145 505.	4.6 *
1087728	RECORDER, CASSETTE, VIDEO MATSUSHITA ELEC INDUS CO	F1MD00384 AQ2810	L 2394D 91/08/10	1201T 420.	4.6 *

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1159804	PROJECTOR, MOTION PICTURE RCA CORP GVMT & COMMERCIAL SYS TP88	3167	NAS 1 18849 93/02/11	1201T 350.	4.6 *
1266707	RECORDER, CASSETTE, VIDEO SONY CORP	0014893 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266708	RECORDER, CASSETTE, VIDEO SONY CORP	0015044 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266709	RECORDER, CASSETTE, VIDEO SONY CORP	0014858 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266710	RECORDER, CASSETTE, VIDEO SONY CORP	0015049 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266711	RECORDER, CASSETTE, VIDEO SONY CORP	0014800 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266712	RECORDER, CASSETTE, VIDEO SONY CORP	0015124 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266713	RECORDER, CASSETTE, VIDEO SONY CORP	0014888 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266714	RECORDER, CASSETTE, VIDEO SONY CORP	0015058 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266715	RECORDER, CASSETTE, VIDEO SONY CORP	0014862 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266716	RECORDER, CASSETTE, VIDEO SONY CORP	0014868 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *
1266717	RECORDER, CASSETTE, VIDEO SONY CORP	0015082 SV01810	L 38233D 93/09/30	1201T 550.	4.6 *

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1288718	RECORDER, CASSETTE. VIDEO SONY CORP	0018148 SV01810	L 38233D 93/08/30	1201T 550.	4.6 *
1257991	DISPLAY UNIT IKEGAMA TSUSHINKI CO LTD	F0087 TM2017R	L 38788D 93/08/21	1145 2,029.	4.6 *
1257992	DISPLAY UNIT IKEGAMA TSUSHINKI CO LTD	F0091 TM2017R	L 38788D 93/08/21	1145 2,029.	4.6 *
1257993	DISPLAY UNIT IKEGAMA TSUSHINKI CO LTD	F0094 TM2017R	L 38788D 93/08/21	1145 2,029.	4.6 *
1258597	MONITOR, TELEVISION SONY CORP	2008940 PVM1344Q	NAS 1 19150 93/05/01	1201T 919.	4.6 *
1258780	MONITOR, TELEVISION MATSUSHITA ELEC INDUS CO	EH3453175 CT300T	NAS 1 14380 87/10/18	1145 460.	4.6 *
1280039	POWER SUPPLY BEST POWER TECHNOLOGY INC	3KB08821 LI1.3KVAB	32000001 93/09/13	1145 1,349.	4.6 *
1281029	RECORDER, CASSETTE. VIDEO SONY CORP	0010722 UVW1800	L 47012D 94/03/28	1201T 7,794.	4.6 *
0082078	TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	88AB835 6487150(3182)	L 54717C 89/05/17	1208 942.	1.10
0139788	DISPLAY UNIT NEC INFORMATION SYSTEMS INC	6XC12284C JC1401P3A	L 15092C 87/03/27	1208 595.	1.10
0141759	COMPUTER, MICRO COMPUADD	160371 288	L 21917C 87/07/08	1208 1,749.	1.10
1095214	READER, BAR CODE INTERNATIONAL BUSINESS MACHINE	27-CV493 7895	L 92817C 91/04/22	1208 471.	1.10
1282687	PRINTER, ADP CANON INC	SJN38275 K1011A	L 51682D 94/07/21	1208 285.	1.10

E C N	NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0532814		175844	YARDRAMP, PORTABLE EQUIPMENT CO OF AMERICA	5061030 YRA-AG208430LO/	L 28810A 75/06/07	1171 8,889.	1.6
1085081			TRANSCIEVER, RADIO MOTOROLA INC	851ARG1422 H43SVU71208N	L 92383C 91/04/08	1171 883.	1.6
0078651			WORK STATION, OFFICE CENTER CORE INC	NONE NONE	L 82633C 90/11/03	1183 2,048.	4.1.1.5
1087478			COMPUTER, MICRO SUN MICROSYSTEMS INC	118F0818 47	L 1058D 91/08/20	1183 4,888.	4.1.1.5
1285545			DISPLAY UNIT SONY CORP	9251DY1324 GDM18628	L 33873D 93/05/20	1183 1,250.	4.1.1.5
0483428		177884	TYPEWRITER INTERNATIONAL BUSINESS MACHINE	3074330 885	L 45238A 76/06/09	1177 683.	1.3
1188225			SCALE, POSTAL ASCAM HASLER MAILING SYSTEM	SC1078 NONE	L 18515D 92/07/13	1177 2,325.	1.3
1158226			COMPUTER, MICRO ASCAM HASLER MAILING SYSTEM	601222 800	L 18515D 92/07/13	1177 3,000.	1.3
1188227			DISPLAY UNIT SAMSUNG ELECTRONICS	U10908088 MA2585	L 18515D 92/07/13	1177 220.	1.3
1158228			METER, POSTAGE ASCAM HASLER MAILING SYSTEM	NONE HASLER335	L 18514D 92/07/13	1177 4,904.	1.3
1158229			PRINTER, ADP ASCAM HASLER MAILING SYSTEM	0251 KXP118-01	L 18515D 92/07/13	1177 685.	1.3
0289912			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	DB854 3180	L 4574C 88/07/28	1189 1,257.	1.12
0021480			TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232285 H33BBU3123AN(MT	L 73153B 84/10/18	1224T 1,301.	3.0

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0081034			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	428FPL0083 D43MJA7304BK	L 53021C 88/04/20	1224T 413.	3.0 *
0801750			RECEIVER, RADIO, BEEPER MOTOROLA COMMUNICATIONS GROUP	348BSS25TF A03CJC2488AA	L 21021D 82/09/10	1224T 227.	3.0
0057885			PRINTER, ADP EPSON AMERICA INC	14462 P88MA	L 43805C 88/09/08	1224T 804.	3.0
0281100			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	0073083 5170-088	L 78592B 85/04/28	1224T 4,524.	3.0
0548989			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	0317786 5153-001	L 65440B 84/05/26	1224T 478.	3.0
0082074			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	88CE788 64571B0(3192)	L 54717C 89/05/17	1208 842.	1.10
1280487			PRINTER, ADP INTERNATIONAL BUSINESS MACHINE	01-MN716 4224E2	L 48874D 84/04/12	1208 4,877.	1.10
0141834			RECEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	4138ML0838 A03TNC2488C	L 19788C 87/08/23	1168 319.	1.12
1089862			DISPLAY UNIT CTX INTL	CE-13802829 CVP5488A	L 5303D 91/10/30	1195A 828.	2.5
1080039			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23P69228580 8580-081	L 3735D 91/11/28	1195A 4,452.	2.5
1187632			PRINTER, ADP HEWLETT-PACKARD CO	3211J49989 33491A	NAS 1 19468 82/10/02	1195A 4,552.	2.5
0082087			COMPUTER, MICRO APPLE COMPUTER INC	F91748Q M5650	L 56148C 89/05/19	1185C 3,544.	2.7
0082088			DISPLAY UNIT APPLE COMPUTER INC	5172851 M0401	L 56148C 89/05/19	1185C 659.	2.7

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDGO COST	SOW Section
1186720			PRINTER, ADP VARITRONIC SYSTEMS INC	41408817 POSTER PRINTER	L 21727D 92/08/16	1195C 2,545.	2.7
G074525			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	04L08704H JC1403HWA	L 73875C 80/05/01	1194 527.	4.2
G075280			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23-8080398 8570-081	L 73878C 90/05/25	1194 3,561.	4.2
G076089			PRINTER, ADP NEC INFORMATION SYSTEMS INC	603158284 P5200	L 78280C 90/07/12	1194 524.	4.2
G076080			PRINTER, ADP NEC INFORMATION SYSTEMS INC	603157170 P5200	L 78280C 90/07/12	1194 524.	4.2
G076438			PRINTER, ADP NEC INFORMATION SYSTEMS INC	603157233 P5200	L 78280C 90/08/08	1194 524.	4.2
G077991			READER/PRINTER, MICROFICHE CANON USA MICROGRAPHICS DIV	33313228 PC-P70	L 82210C 90/08/27	1194 1,785.	4.2 *
G078028			RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	008320816 XA310	L 82811C 90/09/07	1194 418.	4.2
G078027			RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	008320808 XA310	L 82811C 90/09/07	1194 418.	4.2
G078028			MONITOR, TELEVISION SHARP ELECTRONICS CORP	312455 XM2001	L 82811C 90/09/07	1194 471.	4.2
G078793			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23B022803 5580A21	L 83547C 90/10/15	1194 7,087.	4.2
L018525			MODEM, COMMUNICATIONS DOUTY COMM INC FRMLY CASE/	012663460 4598FP	L 86277D 88/04/14	1194 300.	4.2
0058574			PRINTER, ADP NEC INFORMATION SYSTEMS INC	603089139 P5200	L 44720C 88/10/14	1194 519.	4.2

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0081280			FILING SYSTEM KARDEX SYSTEMS INC	18804 LK-SBOM	L 84284C 89/05/24	1194 18,020.	4.2 *
0258448			FILING SYSTEM KARDEX SYSTEMS INC	12301 LK580M	L 98808B 88/04/28	1194 14,788.	4.2 *
0420715	188282		CALCULATOR, ELECTRONIC CANNON INSTRUMENT CO	425328 CP1202D	L 21186B 81/02/23	1194 233.	4.2
0420727	184114		FILING SYSTEM KARDEX SYSTEMS INC	E3492 2078802-001	L 1701B 79/11/13	1194 11,488.	4.2 *
0420737	181981		FILING SYSTEM SPERRY CP DEFENSE PRODUCTS GP	E1984 2078802-001	L 84084A 78/11/30	1194 10,991.	4.2 *
0423111	184187		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	8522332 885	L 828B 80/01/04	1194 810.	4.2
0425713	189873		TYPEWRITER, ELECTRIC REMINGTON RAND OFFICE MACHINE	1471825 SR101ECF	L 29739B 81/11/10	1194 820.	4.2
0429759	180148		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	3813980 895	L 69448A 77/11/28	1194 747.	4.2
0548780			INSPECTING UNIT, FILM RESEARCH TECHN INT'L F-HARWALD PULSAR2800	14791	L 71752B 84/08/07	1194 14,710.	4.2 *
0847298			PRINTER, ADP NEC INFORMATION SYSTEMS INC	58797 P5200	L 82588C 89/08/28	1194 532.	4.2
0849450			READER/PRINTER, MICROFORM MINOLTA CORP	4988-00244 DUPLIMATIC108	L 71705C 90/03/08	1194 5,110.	4.2 *
1085426			PRINTER, ADP NEC INFORMATION SYSTEMS INC	559013288LX P6200	L 93888C 81/05/18	1194 487.	4.2
1085430			PRINTER, ADP NEC INFORMATION SYSTEMS INC	559014987LX P6200	L 93888C 81/05/18	1194 487.	4.2

NEW	E C N	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1085431			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	13K21232F JC1403HMA	L 9388BC 91/05/18	1194 475.	4.2
1085432			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	13L08575C JC1403HMA	L 9388BC 91/08/18	1194 475.	4.2
1085649			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	81028088570 70(8570)	L 94818C 91/05/31	1194 2,830.	4.2
1085653			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	81027788570 70(8570)	L 94818C 91/05/31	1194 2,830.	4.2
1087419			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	16K44401D JC1403HMA	L 98570C 91/08/15	1194 415.	4.2
1087420			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	16K44402D JC1403HMA	L 98570C 91/08/15	1194 415.	4.2
1087425			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	16K44397D JC1403HMA	L 98570C 91/08/15	1194 415.	4.2
1088799			PRINTER, ADP NEC INFORMATION SYSTEMS INC	559020268LX P6200	L 4890D 91/10/08	1194 425.	4.2
1155711			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNGA8570 70/386	L 18213D 92/07/20	1194 2,208.	4.2
1155712			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNB8570 70/386	L 18213D 92/07/20	1194 2,208.	4.2
1155714			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNX8570 70/386	L 18213D 92/07/20	1194 2,208.	4.2
1155717			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNZ8570 70/386	L 18213D 92/07/20	1194 2,208.	4.2
1155719			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNG8570 70/386	L 18213D 92/07/20	1194 2,208.	4.2

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1155720	COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23KRNK88570 70/386	L 18213D 92/07/20	1194 2,208.	4.2
1155728	DISPLAY UNIT NEC AMERICA INC BROADCASTING	25K86136D JC1403HMA	L 18213D 92/07/20	1194 404.	4.2
1155730	DISPLAY UNIT NEC AMERICA INC BROADCASTING	24L07803D JC1403HMA	L 18213D 92/07/20	1194 404.	4.2
1155731	DISPLAY UNIT NEC AMERICA INC BROADCASTING	24L07805D JC1403HMA	L 18213D 92/07/20	1194 404.	4.2
1155732	DISPLAY UNIT NEC AMERICA INC BROADCASTING	24L07804D JC1403HMA	L 18213D 92/07/20	1194 404.	4.2
1155733	DISPLAY UNIT NEC AMERICA INC BROADCASTING	24L07800D JC1403HMA	L 18213D 92/07/20	1194 404.	4.2
1155226	PRINTER, ADP NEC AMERICA INC BROADCASTING	020587 P8200	L 18214D 92/08/19	1194 404.	4.2
1155228	PRINTER, ADP NEC AMERICA INC BROADCASTING	016678 P8200	L 18214D 92/08/19	1194 404.	4.2
1155228	PRINTER, ADP NEC AMERICA INC BROADCASTING	020194 P8200	L 18214D 92/08/19	1194 404.	4.2
1155228	PRINTER, ADP NEC AMERICA INC BROADCASTING	021093 P8200	L 18214D 92/08/19	1194 404.	4.2
1155232	PRINTER, ADP NEC AMERICA INC BROADCASTING	020105 P8200	L 18214D 92/08/19	1194 404.	4.2
1155233	PRINTER, ADP NEC AMERICA INC BROADCASTING	021009 P8200	L 18214D 92/08/19	1194 404.	4.2
1155284	PRINTER, ADP NEC AMERICA INC BROADCASTING	022237 P8200	L 18214D 92/08/19	1194 404.	4.2

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1158286	PRINTER, ADP NEC AMERICA INC BROADCASTING	021073 P6200	L 18214D 92/08/19	1194 404.	4.2
1158287	PRINTER, ADP NEC AMERICA INC BROADCASTING	020913 P6200	L 18214D 92/08/19	1194 404.	4.2
1158288	PRINTER, ADP NEC AMERICA INC BROADCASTING	020949 P6200	L 18214D 92/08/19	1194 404.	4.2
1158531	TESTER, TAPE, VIDEO RESEARCH TECHN INT'L F-HARWALD	0818 470	L 21024D 92/09/02	1184 4,900.	4.2
1158851	PRINTER, ADP NEC INFORMATION SYSTEMS INC	558021743 P8200	L 19884D 92/09/09	1194 404.	4.2
1158882	DISPLAY UNIT COMPUADD	H5N8801957 51109	L 21725D 92/08/14	1194 500.	4.2
1158887	DISPLAY UNIT COMPUADD	H5N8801583 51109	L 21725D 92/08/14	1194 500.	4.2
1158889	DISPLAY UNIT COMPUADD	H5N8801542 51109	L 21725D 92/08/14	1194 500.	4.2
1158871	COMPUTER, MICRO COMPUADD	615825 A000	L 21725D 92/08/14	1194 1,386.	4.2
1158872	COMPUTER, MICRO COMPUADD	615921 A000	L 21725D 92/08/14	1194 1,386.	4.2
1158874	COMPUTER, MICRO COMPUADD	615824 A000	L 21725D 92/08/14	1194 1,386.	4.2
1158214	SCANNER, HAND HELD LOGITECH INC	LUS39200238 286	NAS 1 19488 92/10/14	1194 325.	4.2
1257350	COMPUTER, MICRO GOVERNMENT MICRO RESOURCES	GMB308018008 EXPERT488/50	NAS 1 19488 93/09/01	1194 2,079.	4.2

E C N	NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1257371			COMPUTER, MICRO GOVERNMENT MICRO RESOURCES	GM9308016003 EXPERT488/50	NAS 1 19488 93/08/01	1194 2,079.	4.2
1257376			DISPLAY UNIT CTX INTL	K40-30202282 CVP5488A	NAS 1 19468 93/08/01	1184 299.	4.2
1257377			DISPLAY UNIT CTX INTL	K40-30202282 CVP5488A	NAS 1 19468 93/08/01	1194 299.	4.2
0058211			PRINTER, ADP EPSON AMERICA INC	0011119005 LX800	NAS 1 18150 88/08/30	1189 226.	1.12
0141776			COMPUTER, MICRO PC'S LIMITED SEE DEL COMPUTERS AT110	S025039	L 22300C 87/07/07	1189 2,682.	1.12
0259913			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	DC248 3180	L 4574C 86/07/28	1189 1,257.	1.12
0404129	404129		DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	0163418 5153	L 88828B 84/01/31	1189 478.	1.12
0801835			DISK DRIVE UNIT SONY CORP	809582 CDJ6251	80330121830 92/07/15	1189 600.	1.12
1159444			DISK DRIVE UNIT SONY CORP	817289 CDJ6250	80330121830 93/01/22	1189 592.	1.12
0143310			MODEM, COMMUNICATIONS HAYES MICROCOMPUTER PRODUCTS	A32700153682 1200	L 26124C 87/08/11	1208T 287.	1.8
1158255			DISPLAY UNIT GATEWAY 2000	TB9D30372 PMV1448NI	L 24288D 92/10/14	1206T 400.	1.6.3
1158321			COMPUTER, MICRO GATEWAY 2000	0780792 SLIMLINE	L 24288D 92/10/14	1206T 1,140.	1.6.3
1256654			PRINTER, ADP CANON INC	SGS88360 K10110A	L 38414D 93/08/10	1206T 319.	1.6.3

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G074758	TERMINAL, DATA PROCESSING DIGITAL EQUIPMENT CORP	HK72647272 VT220F2	L 31132C 88/01/07	1130T 188.	2.8
G074858	FILING SYSTEM KARDEX SYSTEMS INC	NONE SERIES80	L 73805C 90/05/14	1130T 14,087.	2.8
G078058	FILING SYSTEM KARDEX SYSTEMS INC	18577 LKS80M	L 78358C 90/08/28	1130T 13,879.	2.8
0058208	COMPUTER, MICRO SUPREME MFG CO	0017872 288/10	NAS 1 18150 88/08/30	1130T 1,050.	2.8
0058388	CONTAINER, STORAGE KAWASAKI FUJI SEIKI CO	SD204398 KCD10-2	L 45407C 88/10/28	1130T 2,190.	2.8
0058419	CONTAINER, STORAGE UNKNOWN (VERIFIED)	NONE NONE	L 45407C 88/11/07	1130T 2,190.	2.8
0058420	CONTAINER, STORAGE TOKYIE CAR CORPORATION	0-259858 DAA1888S	L 45407C 88/11/07	1130T 2,990.	2.8
0059428	MICRO AUTO FILLER MINOLTA CORP	418808 1503	L 45808C 89/01/24	1130T 3,525.	2.8
0258472	PRINTER, ADP EPSON AMERICA INC	004002587 P10FB-FX185	NAS 1 18150 88/08/04	1130T 689.	2.8
0258821	TERMINAL, DATA PROCESSING DIGITAL EQUIPMENT CORP	TA69827 VT220B2	L 3089C 88/07/03	1130T 633.	2.8
0283984	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	926305 B153-001	L 89588B 85/08/05	1130T 462.	2.8
0848188	READER/PRINTER, MICROFICHE CANON USA MICROGRAPHICS DIV	32300749 NP780	L 83302C 88/10/19	1130T 11,508.	2.8
0848197	AUTOCARRIER CANON USA MICROGRAPHICS DIV	NONE 100C	L 83302C 88/10/19	1130T 2,021.	2.8

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1085418		COMPUTER, MICRO GATEWAY 2000	18899 386/28	L 94871C 91/05/03	1258 2,745.	2.8
1085417		DISPLAY UNIT NANAQ-USA	38443011 8070U	L 94871C 91/05/03	1258 400.	2.8
1087714		CUTTER, MICROFISHE HOUSTON FEARLESS 78 INC	02-2228 1200	L 1828D 91/09/11	1130T 1,274.	2.8
1087808		PRINTER, ADP MATSUSHITA ELEC INDUS CO	1FMBCCF24805 KX-P11241	L 288D 91/08/29	1130T 293.	2.8
1280987		CONTAINER, STORAGE DEPT OF ARMY US ARMY GENERAL M	NONE (VERIFIED) NONE (VERIFIED)	LX 94014 94/03/24	1130T 8,000.	2.8
1280988		CONTAINER, STORAGE DEPT OF ARMY US ARMY GENERAL M	NONE (VERIFIED) NONE (VERIFIED)	LX 94014 94/03/24	1130T 8,000.	2.8
1280989		CONTAINER, STORAGE DEPT OF ARMY US ARMY GENERAL M	NONE (VERIFIED) HFTO47/A	LX 94014 94/03/24	1130T 5,000.	2.8
1282133		PROCESSOR, FILM HOUSTON FEARLESS 78 INC	9318 MLM	L 48923D 94/08/03	1130T 3,771.	2.8
1282814		CONTAINER, STORAGE ALNACO CO	INBU288144 CDS-23	L 45407C 88/10/28	1130T 2,180.	2.8
1282815		CONTAINER, STORAGE UNKNOWN (VERIFIED)	NONE NONE	L 45407C 88/11/07	1130T 2,180.	2.8
1282818		CONTAINER, SHIPPING VIRGINIA WELDING CORP	NONE NONE	L 24885C 87/08/14	1130T 1,375.	2.8
1282817		CONTAINER, SHIPPING UNKNOWN (VERIFIED)	2881245 NONE	L 94771B 85/12/18	1130T 1,000.	2.8
1282842		CONTAINER, STORAGE DEPT OF ARMY US ARMY GENERAL M	NONE (VERIFIED) NONE (VERIFIED)	LX 94014 94/03/24	1130T 5,000.	2.8

NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1158259		COMPUTER, MICRO GATEWAY 2000	0780795 SLIMLINE	L 24288D 92/10/14	1208T 1,140.	1.6.3
1255328		DISPLAY UNIT GATEWAY 2000	T88A03142 PMV1448NI	L 24288D 92/10/14	1208T 400.	1.6.3
1282802		PRINTER, ADP CANON INC	SMS09929 K10110A	L 50847D 84/07/07	1208T 308.	1.6.3
1085082		TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	23NMO08/88CK272 3472-4	L 90873C 81/04/10	1208 1,278.	1.6.2
0074838		TYPEWRITER, ELECTRIC INTERNATIONAL BUSINESS MACHINE	0137858 WHEELWRITER8	L 75115C 90/08/01	1195B 878.	2.7
0848088		COMPUTER, MICRO APPLE COMPUTER INC	F9173D1 M8860	L 57408C 88/08/21	1195B 3,842.	2.7
0848087		DISPLAY UNIT APPLE COMPUTER INC	5184017 M0401	L 57408C 88/08/21	1195B 858.	2.7
0078159		TRUCK, FORKLIFT CROWN INDUSTRIAL PRODUCTS CO	1A108338 20MT	L 83046C 80/10/17	1208 8,050.	1.6
0137573		TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	E8827 3180	L 8635C 86/11/04	1208 1,377.	1.6
0139598		COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	7283183 5170-339	L 15291C 87/03/16	1208 3,441.	1.6
0142335		DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	278283 5154-001	MISC 93/08/22	1208 408.	1.6
0282861		CONTAINER, SHIPPING UNKNOWN (VERIFIED)	875988 8FTX8FTX40FT	L 87801B 85/08/25	1208 1,400.	1.6
0282862		CONTAINER, SHIPPING UNKNOWN (VERIFIED)	414785-9 8FTX8FTX40FT	L 87801E 85/08/25	1208 1,400.	1.6

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1087204	PRINTER, ADP MATSUSHITA ELEC INDUS CO	1EMBCCF82228 KX-P11241	L 00288D 91/07/30	1208 293.	1.6
1425088	CART, SECURITY TECHNO PRODUCTS INC.	NONE (VERIFIED) C120	LX 95048 95/05/23	1245 1,051.	1.6
1157210	COMPUTER, MICRO APPLE COMPUTER INC	F123500 V744 M5780	L 22088D 92/09/24	1183 3,050.	4.1.1
1261744	COMPUTER, MICRO APPLE COMPUTER INC	CK3495D51LZ M2118	NAS 1 20005 94/04/19	1183 2,318.	4.1.1
1424034	DISPLAY UNIT APPLE COMPUTER INC	S445108J1XY M1823	NAS 1 20008 95/01/25	1244 1,888.	4.5
1424200	COMPUTER, MICRO APPLE COMPUTER INC	X85050PP45B M1688	NAS 1 20008 95/02/24	1244 4,839.	4.5
0035281	DISK DRIVE UNIT OMEGA	M515010248 81230T	L 380 95/01/18	1244 412.	4.5
1258785	PRINTER, ADP DATA PRODUCTS CO INC	10183 1860	L 38728D 93/10/18	1244 4,781.	4.5
1423879	SCANNER, COMPUTER MICROTEK INTERNATIONAL INC	S45870220Z MRS1200F38	L 380 95/01/18	1244 2,399.	4.5
1423174	PRINTER, ADP EASTMAN KODAK CO	24654618 XLT7720	L 58984D 94/12/08	1244 17,170.	4.5
0082023	DISPLAY UNIT SONY CORP	12225 GDM1801	L 55137C 89/05/15	1244 3,389.	4.5
1088000	COMPUTER, MICRO APPLE COMPUTER INC	F3133MDT M5525(11FX)	L 374D 91/09/13	1244 8,475.	4.5

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19180)

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0423115	190047		TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	230AFU0911 H938BU1113N	L 29881B 81/10/05	1208 1,287.	1.6
1091489			DISPLAY UNIT NETWORK COMPUTING DEVICES INC	208AA124 17C	L 11435D 92/03/10	1193 800.	4.1.5
1091513			COMPUTER, MICRO NETWORK COMPUTING DEVICES INC	0282C007980 17CP3	L 11435D 92/03/10	1193 2,317.	4.1.5
0259599			SAW, BAND DOALL CO	356-87251 TF2525	NAS 1 18359 86/09/03	1245 75,810.	1.6.1 *
0424687	019928		SHEARS, GAP SQUARING CINCINNATI INC F-CINCINNATI	308087 2508	NAV1501 74/08/30	1245 8,188.	1.6.1 *
0428343	034070		SAW, BAND ARMSTRONG-BLUM MFG CO	542159 MARVEL8	L999899999 74/08/30	1245 1,493.	1.6.1 *
0428349	114675		SAW, CUTOFF PANGBORN F-TY SA MAN MACHINE	1118D63700 1118D	NS12429 83/03/01	1245 35,715.	1.6.1 *
0141088			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	0117855 5154-001	L 98292B 86/04/28	1208 577.	1.6
0279833			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	02883885170 5170	LX 92018 92/07/23	1208 3,938.	1.11
0079220			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	792FQU7116 H43RFU7120BN	L 82259C 90/11/08	1177 780.	1.3
0137588			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	EAB30 3180	L 8835C 88/11/04	1195B 1,377.	2.5
0419048	184169		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	6522330 895	L 828B 80/01/04	1195B 810.	2.5
0142228			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	11413 6457150(3192)	L 23802C 87/08/03	1195A 847.	2.5

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0428327 182397	TYPEWRITER INTERNATIONAL BUSINESS MACHINE	4651801 8705	L 42595B 82/12/30	1188A 870.	2.5
0081597	HANDLER, DRUM, HYD W/ VALLEY CRAFT INC	NONE 8149	NAS 1 18150 89/10/02	1171 2,037.	1.9.1
0284680 184718	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1010 4.0CU YD	EMS MEMO 80/01/03	1283 1,185.	1.9.3
0284848 184719	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1011 4.0CU YD	EMS MEMO 80/01/03	1284 1,185.	1.9.3
0284849 184717	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1009 4.0CU YD	EMS MEMO 80/01/03	1282 1,185.	1.9.3
0284850 184712	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1004 4.0CU YD	EMS MEMO 80/01/03	1283 1,185.	1.9.3
0428370 184711	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1003 4.0CU YD	EMS MEMO 80/01/03	1240 1,185.	1.9.3
0428377 184714	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1008 4.0CU YD	EMS MEMO 80/01/03	1225 1,185.	1.9.3
0428378 184713	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1005 4.0CU YD	EMS MEMO 80/01/03	1238 1,185.	1.9.3
0428398 184718	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1008 4.0CU YD	EMS MEMO 80/01/03	1240 1,185.	1.9.3
1085053	TRANSCEIVER, RADIO MOTOROLA INC	651ARG1424 H43SVU7120BN	L 82383C 81/04/08	1240 863.	1.9.3
1280228 184715	HOPPER, TRASH DISPOSAL MCCULLOCH CORP	1007 4.0CU YD	EMS MEMO 80/01/03	1251 1,185.	1.9.3
6074461	DISK DRIVE UNIT CUTTING EDGE INC.	18008A CD-HDD	L 73783C 80/04/28	1221 775.	4.5

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0259547	SAFE MOSLER SAFE CO	145111 7110 00 920 934 88/08/28	L 5580C 88/08/28	1221	4.5
0259551	CABINET, FILE, SECURITY MOSLER SAFE CO	6140225 7110 01 028 558 88/08/28	L 5580C 88/08/28	1221	4.5
1087778	PRINTER, ADP QMS INC	Q0018253 CSC110	L 98580C 91/08/22	1221	4.5
1258582	COMPUTER, MICRO APPLE COMPUTER INC	F3313HHC8 M1208	NAS 1 18488 93/07/30	1221	4.5
1257009	SCANNER, COMPUTER LACIE LTD	128158 SILVERSCANNERII	L 35832D 93/08/02	1221	4.5
1257097	PRINTER, ADP APPLE COMPUTER INC	F13270ZL M5890	L 38849D 93/08/08	1221	4.5
1257098	DISPLAY UNIT NEC CORP	38D00488A JC1741UMA	L 38849D 93/08/08	1221	4.5
1281521	TABLET, DIGITIZING WACOM CO LTD	312J80835-00 UD0808A	L 47183D 94/04/27	1221	4.5
1158234	PRINTER, ADP NEC AMERICA INC BROADCASTING	020563 P6200	L 18214D 92/08/18	1194	4.2
0142217	TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	18348 6457150(3192)	L 23802C 87/08/03	1208	1.6
0801437	DISK DRIVE UNIT PINNACLE MICRO INC	2853 RE0130S	L 17842D 92/07/09	1192T	4.1.2
1160080	TABLE, DRAFTING MAYLINE CO INC	34488 11120XXX	L 28871D 93/01/14	1192T	4.1.2
1284380	DISPLAY UNIT APPLE COMPUTER INC	S44310TF1XY M1823	NAS 1 20008 94/10/12	1192T	4.1.2

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0038173		PRINTER, ADP APPLE COMPUTER INC	D54480K6 M2880	NAS 1 20008 94/12/21	1148 2,188.	4.5
0086347		PRINTER, ADP APPLE COMPUTER INC	CAB1420SE M8000	L 38478C 88/07/07	1148 4,888.	4.5
0847834		RECORDER, HARD COPY MITSUBISHI ELECTRIC CORP	M11886 G850-108	L 63884C 88/10/08	1148 8,000.	4.5
0847838		CONTROLLER, HARD COPY MITSUBISHI ELECTRIC CORP	O1027 CSC100	L 63884C 89/10/08	1148 8,715.	4.5
1087838		COMPUTER, MICRO APPLE COMPUTER INC	BS27419 MACZ205ZFP111	L 97597C 91/08/28	1148 4,085.	4.5
1284816		DISK DRIVE UNIT WIDESIGN ENGINEERING INC	O33021202789 128MEG OPTICAL	81200.1048 93/04/14	1148 1,088.	4.5
1284944		PRINTER, ADP TEKTRONIX INC	JP12888 4884	L 30428D 93/04/28	1148 14,680.	4.5
1286080		SCANNER, COMPUTER MICROTEK LAB INC MICROTEK GOVE	S275701924 MRS6002S	L 15727D 92/07/07	1148 1,524.	4.5
1286458		COMPUTER, MICRO APPLE COMPUTER INC	X830RE7PCC8 M1208	L 34027D 93/07/22	1148 8,778.	4.5
1286458		DISPLAY UNIT APPLE COMPUTER INC	S43230FND07 M1288	L 34027D 93/07/22	1148 1,088.	4.5
1424250		COMPUTER, MICRO APPLE COMPUTER INC	X85070BL3VX M1888	NAS 1 20008 85/02/24	1148 7,549.	4.5
1424273		DISPLAY UNIT APPLE COMPUTER INC	S444638Q1XY M1823	NAS 1 20008 95/02/24	1148 1,868.	4.5
G074843		TYPEWRITER, ELECTRIC INTERNATIONAL BUSINESS MACHINE	0137708 WHEELWRITER8	L 75115C 80/08/01	1151 878.	3.0

NEW	E C N	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G078253			TYPEWRITER, ELECTRIC INTERNATIONAL BUSINESS MACHINE	11-11CHKW8 WHEELWRITERB	L 84704C 90/11/08	1151 878.	3.0
0058015			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	7040577 6950031	L 4688C 88/08/30	1151 2,821.	3.0
0080501			DISK DRIVE UNIT SYSGEN INC	43-88588 5.25BRIDGE DISK	L 51847C 89/03/08	1151 284.	3.0
0138385			MODEM, COMMUNICATIONS HAYES MICROCOMPUTER PRODUCTS	A28000153358 1200	L 13308C 87/01/08	1151 424.	3.0
0141848			PRINTER, ADP NEC INFORMATION SYSTEMS INC	58018B408 PINWRITER P8	L 22288C 87/07/20	1151 459.	3.0
0288728			PRINTER, ADP NEC INFORMATION SYSTEMS INC	5810017558 PINWRITER P7	L 89377B 88/05/07	1151 548.	3.0
1080748			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	12M02808F JC1403HWA	NAS 1 18427 92/02/14	1151 500.	3.0
1256852			PRINTER, ADP CANON INC	SGY78394 K10110A	L 38414D 93/08/10	1151 319.	3.0
1257571			DISK DRIVE UNIT SYSGEN INC	43-17045 5.25	FDS 88/08/30	1151 200.	3.0
0144188			RECORDER, TAPE, VIDEO SONY CORP	10753 VDS800	NAS 1 14380 87/10/18	1201T 3,510.	4.6 *
0527838			MONITOR, TELEVISION SONY CORP	2014788 PVM1810	L 8458C 86/08/22	1201T 602.	4.6 *
1088344			RECORDER, CASSETTE, VIDEO SONY CORP	SO1-0010728-5 EV08800A	L 97387C 81/07/30	1201T 3,840.	4.6 *
1087753			PRINTER, ADP HEWLETT-PACKARD CO	1781020 RG1-1384	L 2245D 81/08/18	1201T 1,405.	4.6

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1087784		DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	CSF7NF13CM14 8812-001	L 2245D 91/09/19	1201T 405.	4.6
1087755		COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23ACVT8 8840-045	L 2245D 91/09/19	1201T 2,476.	4.6
G076890		TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232281 H38BBU3123AN(MT	L 73153B 84/10/18	1224T 1,301.	3.0 *
G078645		TRANSCIEVER, RADIO MOTOROLA COMMUNICATIONS GROUP	651AQM683 H43SVU718BN	L 83927C 90/10/05	1224T 552.	3.0 *
G078646		TRANSCIEVER, RADIO MOTOROLA COMMUNICATIONS GROUP	651AQM682 H43SVU718BN	L 83927C 90/10/05	1224T 552.	3.0 *
G078647		TRANSCIEVER, RADIO MOTOROLA COMMUNICATIONS GROUP	651AQM680 H43SVU718BN	L 83927C 90/10/05	1224T 552.	3.0 *
G078648		TRANSCIEVER, RADIO MOTOROLA COMMUNICATIONS GROUP	651AQM681 H43SVU718BN	L 83927C 90/10/05	1224T 552.	3.0 *
G078922		TRANSCIEVER, RADIO MOTOROLA COMMUNICATIONS GROUP	428AQU4758 D43MJA73A8CK	L 84851C 90/10/22	1224T 448.	3.0 *
0021481		PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	8JF2899 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021482		PISTOL, .387 CALIBER SMITH AND WESSON OF LEAR	8BM4917 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021483		PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	8EV1448 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021484		PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	8FF9033 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021485		PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	8FF9079 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0021486	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF9104 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021487	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF9129 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021489	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF9144 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021490	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFJ2929 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021491	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF8978 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021492	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFJ2878 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021493	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF9004 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021494	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFF9155 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021495	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	D801812 65-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021496	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	ADM1285 65-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021497	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	D802284 65-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021498	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	D801897 65-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021499	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	ADY1229 65-3	NAS 1 19150 93/02/03	1224T 251.	3.0

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EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

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E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0021500	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	ADM1155 85-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021501	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BEV9299 85-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021502	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFJ2817 85-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021503	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BES9335 85-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0021505	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	ADY0984 85-3	NAS 1 19150 93/02/03	1224T 251.	3.0
0021508	PISTOL, .357 CALIBER SMITH AND WESSON OF LEAR	BFJ2732 85-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0053710	TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8BM29A10519 KX-E400	L 34341C 88/04/01	1228 333.	3.0
0053711	TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8BM29A10491 KX-E400	L 34341C 88/04/01	1228 333.	3.0
0053714	TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8BM29A10508 KX-E400	L 34341C 88/04/01	1228 333.	3.0
0053718	TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8BM29A10489 KX-E400	L 34341C 88/04/01	1224T 333.	3.0
0055320	DISPLAY UNIT APPLE COMPUTER INC	5089614 M0401	MISC-A/FORC 85/07/07	1289T 888.	3.0
0055321	COMPUTER, MICRO APPLE COMPUTER INC	F8184CH M5000	MISC-A/FORC 85/07/07	1289T 4,211.	3.0
0059840	RADAR SET M P H INDUSTRIES INC	34933 K15K	L 47243C 89/01/13	1224T 1,188.	3.0 *

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0058941			RADAR SET M P H INDUSTRIES INC	34949 K15K	L 47243C 89/01/13	1224T 1,188.	3.0 *
0080521			RADAR, AUTOMOBILE SPEED MPH INDUSTRIES INC	38287 12SC	L 47243C 89/03/08	1224T 1,015.	3.0 *
0080522			RADAR, AUTOMOBILE SPEED MPH INDUSTRIES INC	38288 12SC	L 47243C 89/03/08	1224T 1,015.	3.0 *
0080893			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	851APG1358 HT800	L 53021C 89/04/08	1224T 608.	3.0 *
0080894			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	851APG1357 HT800	L 53021C 89/04/08	1224T 608.	3.0 *
0080895			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	851APG1358 HT800	L 53021C 89/04/08	1224T 608.	3.0 *
0081033			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	428FPL0082 D43MJA7304BK	L 53021C 89/04/20	1224T 413.	3.0 *
0081035			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	428FPL0084 D43MJA7304BK	L 53021C 89/04/20	1224T 413.	3.0 *
0081038			TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	428FPL0085 D43MJA7304BK	L 53021C 89/04/20	1224T 413.	3.0 *
0137708			RADAR SET M P H INDUSTRIES INC	11237 K15	L 9807C 88/11/28	1224T 2,180.	3.0 *
0138004			COMPOSING MACHINE MERLIN MACHINE CORP	512110 35-00	L 12476C 88/12/12	1228 1,528.	3.0
0144083			RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	313248 XA120	NAS 1 17222 87/11/10	1224T 840.	3.0
0257320			PRINTER, ADP APPLE COMPUTER INC	0359419 M0310	L 8188C 88/08/08	1224T 441.	3.0

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0281987	PRINTER, ADP INTERNATIONAL BUSINESS MACHINE	41-P9785 3287-002	L 80757B 85/05/01	1228 3,951.	3.0
0425720 189871	TYPEWRITER, ELECTRIC REMINGTON RAND OFFICE MACHINE	1474141 SR10IECF	L 28739B 81/11/10	1224T 820.	3.0
0485032 187801	TYPEWRITER INTERNATIONAL BUSINESS MACHINE	2218855 895	L 91137 73/08/01	1224T 821.	3.0
0532024 181388	RADAR SET, HAND HELD KUSTOM QUALITY ELECTRONICS INC	N-2974 HR8	L 78508A 78/04/18	1224T 1,303.	3.0 *
0548204	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	420AJS0228 H43SSU3140AN	L 73153B 84/10/04	1224T 2,034.	3.0 *
0548208	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	420AJS0230 H43SSU3140AN	L 73153B 84/10/04	1224T 2,034.	3.0 *
0548223	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232283 H33BBU3123AN(MT)	L 73153B 84/10/18	1224T 1,301.	3.0 *
0548224	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232259 H33BBU3123AN(MT)	L 73153B 84/10/18	1224T 1,301.	3.0 *
0548227	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232280 H33BBU3123AN(MT)	L 73153B 84/10/18	1224T 1,301.	3.0 *
0548228	TRANSCIEVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	232282 H33BBU3123AN(MT)	L 73153B 84/10/18	1224T 1,301.	3.0 *
0549455	CAMERA, STILL PICTURE STIK/STRIP INC	315178 124	L 88258B 84/05/22	1228 871.	3.0 *
0849870	CAMERA, STILL PICTURE STIK/STRIP INC	345284 124	L 88258B 84/05/11	1228 871.	3.0 *
0801753	RECEIVER, RADIO, BEEPER MOTOROLA COMMUNICATIONS GROUP	3488SS25TG A03CJC2488AA	L 21021D 92/09/10	1224T 227.	3.0

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E C N	NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0802737			PISTOL, .387 CALIBER SMITH AND WESSON OF LEAR	BFJ2888 65-4	NAS 1 19150 93/02/03	1224T 274.	3.0
0846520			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	6B1APN5037 H43SVU7180N	L 58377C 89/07/25	1224T 608.	3.0 *
0846521			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	6B1APN5038 H43SVU7180N	L 58377C 89/07/25	1224T 608.	3.0 *
0846522			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	6B1APN5039 H43SVU7180N	L 58377C 89/07/25	1224T 608.	3.0 *
0846650			TRANSCEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	428FP50046 D43MJA7304K	L 58578C 89/08/04	1224T 413.	3.0 *
1085567			PRINTER, ADP INTERNATIONAL BUSINESS MACHINE	01-LH828 4224E2	L 93331C 91/05/17	1228 4,503.	3.0
1089738			SAFE MOSLER SAFE CO	7880307 7110-00-931-077	L 93589C 91/11/12	1224T 3,874.	3.0 *
0058052			COMPUTER, MICRO COMPUADD	30452 288	L 44722C 88/10/04	1228B 1,185.	3.0
0428510	177688		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	3074333 888	L 45238A 78/08/08	1228B 893.	3.0
0802897			DRILL, HARDENED STEEL, SAFE LOCKMASTERS INC	NONE (VERIFIED) NONE (VERIFIED)	30080002 92/12/01	1228B 1,380.	3.0 *
1084415			DISPLAY UNIT COMPUADD	01102483 61089	L 91485C 91/03/08	1229B 400.	3.0
0058055			COMPUTER, MICRO COMPUADD	30002 288	L 45128C 88/10/04	1224T 1,105.	3.0
0142093			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	72C08616C JC1401P3A	L 23853C 87/07/29	1224T 588.	3.0

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 18150)

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1262888			PRINTER, ADP CANON INC	SJN38280 K1011A	L 51882D 84/07/21	1224T 285.	3.0
0847825			DESK MAYLINE CO INC	NONE 30J851C7	L 83782C 89/10/08	1183T 1,200.	4.5
1092215			PRINTER, ADP APPLE COMPUTER INC	CA102E48 M6000	L 14389D 82/05/12	1183T 3,200.	4.5
1257855			DISPLAY UNIT NEC AMERICA INC BROADCASTING	34C02525A JC2141UMA	L 38781D 83/08/15	1163T 2,472.	4.5
1261039			SCANNER, COMPUTER SEIKO EPSON CORP	8670007857 G830A	L 48841D 84/03/28	1163T 1,285.	4.5
1261912			COMPUTER, MICRO APPLE COMPUTER INC	FC40907F2D8 M2118	L 48955D 84/04/28	1163T 2,582.	4.5
0281354			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	D2815 3180	L 78838B 85/03/28	1189 1,377.	1.12
1084868			DISPLAY UNIT APPLE COMPUTER INC	7018838 M0401	L 82897C 81/03/28	1185B 858.	2.7
1084870			COMPUTER, MICRO APPLE COMPUTER INC	F104831Q M5850(11CX)	L 82597C 81/03/28	1185B 2,217.	2.7
1085081			TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	23NW002/88AW588 3472-4	L 90873C 81/04/10	1208 1,279.	1.6.2
G078347			PRINTER/PLOTTER OCE BUSINESS SYSTEMS	51180893 CTP1205232	L 75593C 80/05/30	1202 8,872.	4.5
G078348			CONTROLLER, PRINTER/PLOTTER OCE BUSINESS SYSTEMS	80217 984200-01	L 75593C 80/05/30	1202 4,619.	4.5
G078353			SCANNER, COMPUTER SHARP ELECTRONICS CORP	80100894 JX450	L 78481C 80/05/30	1202 5,351.	4.5

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
G075698		PRINTER, ADP APPLE COMPUTER INC	CA00844FXM8000 M8000	L 78483C 90/08/18	1202 4,487.	4.5
0057407		COMPUTER, MICRO APPLE COMPUTER INC	F83248Z M5000	L 41835C 88/08/23	1202 4,588.	4.5
0057409		DISPLAY UNIT SONY CORP OF AMERICA	2007078 PCPC II (GDM185	L 41835C 88/08/23	1202 3,882.	4.5
0284387		COMPOSING MACHINE VARITRONIC SYSTEMS INC	507883 100	L 95727B 85/12/13	1202 1,542.	4.5
1425151		COMPUTER, MICRO APPLE COMPUTER INC	X8519082877 M4300	NAS 1 20008 95/05/25	1202 3,589.	4.5
0142801		COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	9011380 8560071(80)	L 23894C 87/08/20	1208 3,788.	1.0
0143427		PRINTER, ADP EPSON AMERICA INC	18014022 P88EA(LQ800)	L 28101C 87/09/21	1208 411.	1.0
0847577		DISPLAY UNIT PC'S LIMITED SEE DEL COMPUTERS VC2	90818997	L 64007C 88/10/10	1208 400.	1.0
1084922		COMPUTER, MICRO NORTHGATE COMPUTER SYSTEMS	220340 388	L 92225C 91/04/02	1208 3,412.	1.0
1425488		BOARD/COPIER, PRESENTATION BURROUGHS CORP OFFICE PRODUCTS	332805858 31171002	LX 95081 95/07/14	1208 1,500.	1.0
0803405		TRANSPORT, MAGNETIC TAPE GATEWAY 2000	288343TA JT20C4	L 48341D 94/04/28	1199 289.	1.2 *
0258505		PRINTER, ADP NIPPON ELECTRIC CO LTD	581001198 P7	L 3801C 88/08/08	1199 721.	1.2
0055418	182853	LATHE, DISC, BRAKE DRUM AMMCO TOOLS INC	85048 4100	L 87859A 79/03/29	1199 2,928.	1.2 *

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0058217	CHANGER, TIRE COATS CO INC (DISCONTINUED)	2507835 RC15A	L 45220C 88/09/28	1199 2,545.	1.2 *
0058533	COMPUTER, MICRO PC'S LIMITED SEE DEL COMPUTERS	008404 310	L 43788C 88/10/11	1199 4,591.	1.2
0058534	DISPLAY UNIT PC'S LIMITED SEE DEL COMPUTERS	80710782 VC2	L 43788C 88/10/11	1199 400.	1.2
0081833	GENERATOR, GASOLINE, PORTABLE HONDA MOTOR CO LTD	GC04-1288000 EM3500X	L 83807C 88/10/04	1199 1,231.	1.2 *
0143199	TERMINAL, DATA PROCESSING TEXAS INSTRUMENT DIGITAL SYS	3870370114 703KSR	NAS 1 18150 87/10/01	1199 880.	1.2
0280195	ANALYZER, AUTOMOTIVE BEAR AUTOMOTIVE INC	120288 40-950	L 782488 85/02/08	1199 18,225.	1.2 *
0282859	CONTAINER, SHIPPING UNKNOWN (VERIFIED)	287-312-8 8FTX8FTX20FT	L 87801B 85/05/25	1199 1,000.	1.2 *
0282889	COMPRESSOR, AIR SANBORN MFG CO	F1780887 11GE22-30H	L 88804B 85/07/05	1199 1,460.	1.2 *
0283910	BALANCER, VEHICLE WHEEL HOFFMANN CORP	85020189 1200	L 90778B 85/08/30	1199 3,318.	1.2 *
0423131	EMBOSSING MACHINE PITNEY-BOWES INC	1198 7898	L 83889 78/07/14	1199 1,284.	1.2 *
0428688	CALCULATOR, ELECTRONIC CANNON INSTRUMENT CO	721984 CP1218D	L 87541B 83/08/31	1199 280.	1.2
0431035	TYPEWRITER, ELECTRIC REMINGTON RAND OFFICE MACHINE	2180-11 SR101ECF	L 89877A 78/01/18	1199 734.	1.2
0470878	TRANSCIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	T22Z8H H43AAU1120N	L 59788A 77/05/08	1199 1,058.	1.2

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0470883 182488	LIFT, VEHICLE WALKER DIV BUTLER MFG	L892J27112 93892	L 50921B 83/03/23	1199 1,651.	1.2 *
0470710 187300	WELDER, ELECTRIC LINCOLN ELECTRIC CO	A-714730 SA200F163	0182684 73/05/01	1199 1,225.	1.2 *
0528635 180897	TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	278ACCA197 H43AAU1120N	L 75285A 78/05/04	1199 1,058.	1.2
0532170	PRESS. HYDRAULIC JET EQUIPMENT & TOOLS	NONE HP35	L 8575C 88/10/02	1199 1,550.	1.2 *
0547892	PRINTER, ADP EPSON AMERICA INC	024728 LQ1500	L 74078B 84/10/04	1199 1,422.	1.2
0549720	LIFT, VEHICLE GRAY AUTOMOTIVE PRODUCTS	NONE TNT550	L 85863B 84/04/04	1199 1,285.	1.2 *
0549721	LIFT, VEHICLE GRAY AUTOMOTIVE PRODUCTS	NONE TNT550	L 85863B 84/04/04	1199 1,285.	1.2 *
0551002	PRINTER, ADP EPSON AMERICA INC	071751 P10FA(FX100)	NAS 1 16500 85/02/28	1199 192.	1.2
0501285	TELEPHONE, AUTOMOBILE MOTOROLA INC	472EQYY381 F09LFD8458CG	L 5468D 91/10/24	1199 217.	1.2
0501288	TELEPHONE, AUTOMOBILE MOTOROLA INC	472EQYY414 F09LFD8458CG	L 5468D 91/10/24	1199 217.	1.2
0503237	RECEIVER, RADIO, BEEPER MOTOROLA INC AUTOMOTIVE PROD	337BUC233F A03EBB7488AA	L 45317D 84/02/24	1199 288.	1.2
0503704	TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	402AUL822B HO1KDC8AA1AN	L 40908D 84/08/24	1206T 559.	1.2
1057202	PRINTER, ADP MATSUSHITA ELEC INDUS CO	1EMATJ92055 KX-P1824	L 00298C 91/07/30	1199 379.	1.2

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1088580	TESTER, HEADLIGHT DOVER CORP ROTARY LIFT DIV	801 WX46A	L 2587D 91/08/19	1199 1,000.	1.2 *
1158328	DISPLAY UNIT GATEWAY 2000	T88D25535 PMV1448NI	L 21220D 92/10/15	1199 400.	1.2
1158330	COMPUTER, MICRO GATEWAY 2000	0771420 SLIMLINE	L 21220D 92/10/15	1199 1,040.	1.2
1158343	MACHINE, FUEL INJECTION INJECTORTEST	NONE IJ3	L 23788D 92/10/23	1198 1,695.	1.2 *
1158344	SYSTEM, INTAKE CLEANING INJECTORTEST	9210001 IC700	L 23788D 92/10/23	1199 1,704.	1.2 *
1186598	FACSIMILE SET HEWLETT-PACKARD CO	3124J08528 C1740A	LX 84012 94/02/23	1237T 907.	1.2
1255770	RECYCLING UNIT, ANTIFREEZE HI-TECH INDUSTRIES INC	NONE NONE	L 33495D 93/08/07	1199 1,698.	1.2 *
1256432	CHARGER, BATTERY SNAP-ON TOOLS CORP	18933001 MT1580B	L 34751D 93/07/23	1199 2,000.	1.2 *
1256484	WELDER, ELECTRIC MILLER ELECTRIC MFG CO	KD410824 MILLERMATIC250	L 38304D 93/07/23	1199 2,147.	1.2 *
1257252	WASHER, PRESSURE BETTER ENGINEERING MFG INC	9886 IMPULSE	L 38771D 93/08/23	1199 3,148.	1.2 *
1257253	WASHER, PRESSURE BETTER ENGINEERING MFG INC	9885 200P	L 38771D 93/08/23	1199 8,548.	1.2 *
1258503	GENERATOR, GASOLINE, PORTABLE HONDA MOTOR CO LTD	1085189 ES8500	L 41004D 93/10/12	1203 2,849.	1.2 *
1258505	GENERATOR, GASOLINE, PORTABLE HONDA MOTOR CO LTD	1085171 ES6500	L 41004D 93/10/12	1203 2,849.	1.2 *

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

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DATA AS OF 09/22/88

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1258668	DISPLAY UNIT GATEWAY 2000	TB1833032529 CS1024N12G	L 37751D 93/10/21	1199 400.	1.2
1258670	COMPUTER, MICRO GATEWAY 2000	1830818 MINIDESKTOP	L 37751D 93/10/21	1199 1,780.	1.2
1260903	GENERATOR, GASOLINE, PORTABLE HONDA MOTOR CO LTD	3108485 EB3500 XK1	NAS 1 19150 94/02/23	1199 1,375.	1.2 *
1261863	COMPUTER, MICRO GATEWAY 2000	2184733 MINI DESKTOP	L 48341D 94/04/28	1199 1,410.	1.2
1261886	DISPLAY UNIT GATEWAY 2000	TB1834071884 CS1024N12G	L 48341D 94/04/28	1199 400.	1.2
1422482	TRANSCEIVER, RADIO, BASE STATI MOTOROLA INC	740CUN7772 L1475A	L 55419A 94/10/19	1238 508.	1.2
1425087	CART, SECURITY TECHNO PRODUCTS INC.	NONE (VERIFIED) C120	LX 9504B 95/05/23	1199 1,051.	1.2
0142207	TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	18332 8457150(3192)	L 23802C 87/08/03	1213 847.	3.0
0426316	TYPEWRITER INTERNATIONAL BUSINESS MACHINE	4851498 8705	L 42595B 82/12/30	1213 870.	3.0
1158257	DISPLAY UNIT GATEWAY 2000	TB9D30028 PMV1448NI	L 24288D 92/10/14	1208T 400.	1.6.3
1158258	COMPUTER, MICRO GATEWAY 2000	0780793 SLIMLINE	L 24288D 92/10/14	1208T 1,140.	1.6.3
1258648	PRINTER, ADP CANON USA INC	SGY78381 BJC200	L 38414D 93/09/10	1206T 319.	1.6.3
G073982	DISK DRIVE UNIT OMEGA	425080008 8244X-ADLS	L 71819C 90/03/27	843 1,831.	4.5

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0802948	DISK DRIVE UNIT FUJITSU LTD	527838 M2694ESA	L 39240D 93/10/26	843 1,112.	4.5
0803278	DISK DRIVE UNIT IOMEGA	JN54040025 B2150A-UNI	L 44978D 94/02/22	843 848.	4.5
1085414	PRINTER, ADP QMS INC	00007892 100/301A(CSC140	L 91853C 91/05/03	843 10,388.	4.5
1088484	COMPUTER, MICRO APPLE COMPUTER INC	F3138M8FC40 M552B	L 2077D 91/10/18	843 5,200.	4.5
1088485	DISPLAY UNIT RASTEROPS CORP	002450 CM2086A3UX	L 2077D 91/10/15	843 2,828.	4.5
1099258	SCANNER, COMPUTER ABATON TECHNOLOGY	14100004 EX002286MD	L 2077D 91/10/15	843 889.	4.5
1285205	PRINTER, ADP KODAK CANADA LTD	14858012 XL7700	L 30552D 93/05/27	843 15,080.	4.5
0058542	TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	8EM29816851 KX-E400	L 40051C 88/07/07	1130T 385.	2.8
0059770	CAMERA, MICROFILM EASTMAN KODAK CO	53808 RV3	L 44895C 88/12/19	1130T 1,904.	2.8
0143480	READER/PRINTER, MICROFICHE CANON USA MICROGRAPHICS DIV	33105843 PC-P80	L 26305C 87/09/22	1130T 4,228.	2.8
0259802	COMPOSING MACHINE KROY INC F-GRAPHIC SYS DIV	29343 60K	L 8808C 88/09/22	1130T 1,458.	2.8
0282188	CAMERA, MICROFILM EASTMAN KODAK CO	52131 RV3	L 80777B 85/05/29	1130T 3,888.	2.8
0282880	CONTAINER, SHIPPING UNKNOWN (VERIFIED)	287-020-B 8FTX8FTX20FT	L 87801B 85/05/25	1130T 1,000.	2.8

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0283220	READER/PRINTER, MICROFILM MINN MINING & MFG	312018 2438AS	L 884338 85/07/25	1130T 32,200.	2.8
0410319	TYPENRITER INTERNATIONAL BUSINESS MACHINE	2228175 885	L 98871 73/09/01	1130T 683.	2.8
0425982	READER/FILLER, MICROFICHE BELL & HOWELL CO	182223 ABR400	L 82748A 78/08/18	1130T 1,847.	2.8
0425983	CARD MOUNTER MINN MINING & MFG ADHESIVES	187425 39DA	L 65132B 83/07/01	1130T 8,979.	2.8
0425984	PROCESSOR, MICROFORM BELL & HOWELL CO	488573 ABR505	L 82749A 78/10/12	1130T 2,823.	2.8
0425985	PROCESSOR, MICROFORM BELL & HOWELL CO	409215 ABR504	L 82749A 78/10/12	1130T 2,444.	2.8
0425989	VIEWER, STILL PICTURE BELL & HOWELL CO	198948 A11	L 82749A 78/01/23	1130T 2,223.	2.8
0425983	DENSITOMETER MACBETH DIV OF KOLLMORGEN CORP	1882A TD528	L 86291A 78/01/04	1130T 2,240.	2.8
0425984	CAMERA, STILL PICTURE BELL & HOWELL CO	214138 101340	L 82748A 78/01/23	1130T 5,080.	2.8
0428325	TYPENRITER INTERNATIONAL BUSINESS MACHINE	4851438 6705	L 42595B 82/12/30	1130T 670.	2.8
0482254	PRINTER/PLOTTER PRINTRONIX INC	A1893 P300	NAS 1 18400 81/02/28	1130T 8,500.	2.8
G078855	COMPUTER, MICRO APPLE COMPUTER INC	F103708M M5780	L 84081C 90/10/08	1195C 4,250.	2.7
G078354	PRINTER, ADP APPLE COMPUTER INC	181800248 ABM0340	L 84475C 90/08/28	1195C 1,018.	2.7

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0082102		DISPLAY UNIT SONY CORP	2017471 GDM1952PCPC	L 54702C 89/05/19	1185C 2,828.	2.7
0142074		COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	9011819 8880071(80)	L 22808C 87/07/27	1184 4,112.	2.7
1259504		PRINTER, ADP SEIKO EPSON CORP	1DS0123408 L180A	NAS 1 19180 84/01/10	1224T 700.	Contract Manager
0055127		DISPLAY UNIT MITSUBISHI ELECTRIC CORP	U141004228 XC1410C	L 28738C 88/04/27	1224T 469.	Contract Manager
0058989		COMPUTER, MICRO DELL COMPUTER CORP F-PC'S LTD	28730 SYS200	L 41717C 88/07/29	1224T 3,258.	Contract Manager
0140741		PRINTER, ADP NEC INFORMATION SYSTEMS INC	561137931 PINWRITER P7	L 19863C 87/05/11	1224T 827.	Contract Manager
0259317		RECEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	259AF02008 A03FNC2488A	LX 88081 88/08/25	1224T 308.	Contract Manager
1255847		COMPUTER, MICRO COMPAQ COMPUTER CORP	3317HCG30189 2820A	L 31340D 83/05/25	1208 1,563.	1.13
0075027		RECEIVER, TELEVISION SONY CORP	2017083 CVM1271	L 80411C 90/08/08	1245 783.	1.13
0077744		COMPUTER, MICRO GATEWAY 2000	96252 AF224R	L 78088C 90/10/08	1224T 2,000.	1.13
0079334		DISPLAY UNIT GATEWAY 2000	T8300912 PMV14VC+	L 78088C 90/10/08	1224T 420.	1.13
0035347		CAMERA, B/W CCD WATEC AMERICA CORP	43984 WAT902	NAS 1 2000B 85/03/14	1245 2,485.	1.13 *
0059487		THREAD GAGING SYSTEM JOHNSON GAGE CO	NONE 800	L 83518C 89/04/04	1245 2,335.	1.13 *

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NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0283400			RECORDER, TAPE, VIDEO SONY CORP	288211 V05850	L 89457B 85/07/31	1245 5,800.	1.13 *
0424831	139498		MICROSCOPE UNITRON INSTRUMENTS INC	730 DMRE	L 1881 87/03/01	1245 593.	1.13 *
0425388	170141		MICROSCOPE AMERICAN OPTICAL CO	NONE 58M	L285242 74/02/01	1245 547.	1.13 *
0428348	188494		SCALE, PLATFORM, DIGITAL COLT IND FAIRBANKS MORSE DIV	0895829TN H90-3007	L 27051B 81/07/28	1245 2,084.	1.13 *
0533589			PLOTTER, GRAPHICS HEWLETT-PACKARD CO	2325A82973 7475A	L 78841B 84/11/18	1245 1,348.	1.13 *
0802984			SCANNER, HAND HELD LOGITECH INC	LU499202234 288	NAS 1 19150 93/10/13	1245 175.	1.13 *
0803480			EXTENSOMETER, BOLT TESTING TINIUS OLSEN TESTING MACHINE	164642 SB200	NAS 1 19150 92/05/31	1245 3,485.	1.13 *
1091891			TESTER, HARDNESS NEWAGE INDUSTRIES INC	91818 N1100C	NAS 1 19150 93/01/11	1245 7,250.	1.13 *
1091892			SURFACE PLATE, GRANITE OTTAVINO A CORP	30189 NONE	NAS 1 19150 93/01/11	1245 3,959.	1.13 *
1091893			POLISHING/GRINDING MACHINE BUEHLER LTD	451-E3G-1284 48-1750-180	NAS 1 19150 93/01/11	1245 5,918.	1.13 *
1091894			SPECIMEN MOUNT PRESS BUEHLER LTD	483-PAN-01875 20-1390-115	NAS 1 19150 93/01/11	1245 2,965.	1.13 *
1091895			ABRASION CUTTER BUEHLER LTD	441MSAC037 98C1820-280	NAS 1 19150 93/01/11	1245 9,720.	1.13 *
1091898			X-RAY ANALYZER PHILIPS ELECTRONIC INSTRUMENTS	HX888-01 PV9814	NAS 1 19150 93/01/12	1245 18,000.	1.13 *

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1091701	PLOTTER, GRAPHICS HEWLETT-PACKARD CO	2807V98589 PV0258	NAS 1 19150 93/01/12	1245 2,380.	1.13 *
1091703	DISPLAY UNIT TATUNG CO	90160288 CM1498T	NAS 1-19150 92/01/08	1245 500.	1.13
1091704	COMPUTER, MICRO ADVANCED LOGIC RESEARCH INC	192285 4D	NAS 1 19150 93/01/11	1245 3,264.	1.13
1091705	PRINTER, ADP HEWLETT-PACKARD CO	3128A63978 LASERJETIII	NAS 1 19150 93/01/11	1245 1,559.	1.13
1258204	MARKER/MEASURING SYSTEM, VIDEO BOECKELER INSTRU DIV OF IKL	4820K VIA150K	32280008 93/08/27	1245 3,485.	1.13 *
1258707	TESTER TINIUS OLSEN TESTING MACHINE	NONE (VERIFIED) NONE (VERIFIED)	NAS 1 19150 92/05/31	1245 23,025.	1.13 *
1258708	RECORDER, X-Y TINIUS OLSEN TESTING MACHINE	11483 AD	NAS 1 19150 92/05/31	1245 3,105.	1.13 *
1258709	READOUT, DIGITAL TINIUS OLSEN TESTING MACHINE	NONE (VERIFIED) 290	NAS 1 19150 92/05/31	1245 1,240.	1.13 *
1258710	COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23-8ABWS 8535-043	NAS 1 19150 93/03/24	1245 7,000.	1.13
1258712	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	72-4028561 8512-001	NAS 1 19150 93/03/24	1245 2,000.	1.13
1258713	PRINTER, ADP OKIDATA CORP	201C0852730 GE8253A	NAS 1 19150 93/03/24	1245 1,000.	1.13
1258714	MULTIMETER, DIGITAL FLUKE JOHN MFG CO INC	5381038 8840A	30050003 92/12/08	1245 1,095.	1.13 *
1258715	OSCILLOSCOPE, PORTABLE PRO-TEK	211824 P2820	NAS 1 19150 92/12/08	1245 489.	1.13 *

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	*
1258718	CAMERA, STILL PICTURE POLAROID CORP	8A513738448 SLR8805SE	NAS 1 18150 93/10/22	1245 100.	1.13	*
1258717	TESTER, HARDNESS SHIMADZU SEISAKUSHO	3008888 HMV2000	NAS 1 18150 93/10/22	1245 14,700.	1.13	*
1258720	RECORDER, CASSETTE, VIDEO EMERSON ELEC F-BORG-WARNER CTL	181-30210724 VCR3001	NAS 1 18150 93/08/30	1245 180.	1.13	*
1258721	WATER FILTERING SYSTEM MAGNAFLUX CORP	EPT9150223 519719	NAS 1 18150 94/03/24	1245 5,800.	1.13	*
1258722	MULTIMETER, DIGITAL BECKMAN INDUSTRIAL CORP	11224028 HD110T	NAS 1 18150 93/11/01	1245 229.	1.13	*
1258723	ZYGLO PENETRANT INSP UNIT MAGNAFLUX CORP	92008 ZA28W	NAS 1 18150 92/02/28	1245 9,850.	1.13	*
1258118	DISPLAY UNIT SONY CORP	5028383 CPD1730	NAS 1 18150 93/11/24	1245 1,000.	1.13	*
1258120	ANALYZER EDAX INT'L F-NUCLEAR DIODES	HX388/01 DX4	NAS 1 18150 93/11/24	1245 11,870.	1.13	*
1258121	PRINTER, ADP HEWLETT-PACKARD CO	3308504288 850C	NAS 1 18150 93/11/24	1245 500.	1.13	*
1280142	CLEANER, ULTRASONIC BUEHLER LTD	485-BBC-00240 751930115	NAS 1 18150 94/03/24	1245 1,080.	1.13	*
1280143	POLISHING/GRINDING MACHINE BUEHLER LTD	480-E3G-1818 48-1750-180	NAS 1 18150 92/08/30	1245 6,398.	1.13	*
1280188	METALLOGRAPH UNITRON INSTRUMENTS INC	MNR-1017 VERSAMET3	22590001 92/10/01	1245 11,848.	1.13	*
1280180	CAMERA, TELEVISION COMU INC ELECTR DV	188758 8215-2000/0000	22590001 92/10/01	1245 1,280.	1.13	*

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1280191	MICROSCOPE, STEREO UNITRON INSTRUMENTS INC	921531 Z8T	22580001 92/10/01	1245 5,000.	1.13 *
1280192	PRINTER, VIDED SONY CORP	14328 UP3000	22580001 92/10/01	1245 3,895.	1.13 *
1281094	CABINET, MEDICAL BLICKMAN S INC CHANGED TO BLIC	NONE (VERIFIED) NONE (VERIFIED)	LX 84001 94/03/31	1245 1,290.	1.13 *
1281095	CABINET, MEDICAL BLICKMAN S INC CHANGED TO BLIC	NONE (VERIFIED) NONE (VERIFIED)	LX 84001 94/03/31	1245 1,290.	1.13 *
1282314	LATHE, JEWELERS LEVIN LOUIS AND SON INC	920202-3 1212-02	LX 94003 94/08/15	1245 4,208.	1.13 *
1422868	PRINTER, ADP HEWLETT-PACKARD CO	USCC153058 C2003A	NAS 1 19150 94/11/15	1245 642.	1.13
1422869	COMPUTER, MICRO PC EXPRESS	214424 NONE (VERIFIED)	NAS 1 19150 94/11/15	1245 3,000.	1.13
1422870	STAND, ELECTRONIC APEIRON INC	101-1194-001 LTMS-SP/SPI	NAS 1 19150 94/11/15	1245 2,000.	1.13 *
1422871	DISPLAY UNIT CTX INTL	K46-40801531 CYP8468A	NAS 1 19150 94/11/15	1245 625.	1.13
1422872	LASER APEIRON INC	101-1194-001 LTMS-SP/SPI	NAS 1 19150 94/11/15	1245 90,852.	1.13 *
1423152	FLARING MACHINE OLSEN MFG CO	1518 50P	LX 84045 94/12/05	1245 1,862.	1.13 *
1424323	COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23HV603 K50	NAS 1 20008 95/03/14	1245 3,100.	1.13
1424324	DISPLAY UNIT COMPUDYNE	1240809341 MD141V	NAS 1 20008 95/03/14	1245 400.	1.13

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1425241	SANDER, BELT BUEHLER LTD	487NDMT1517 18-1280-180	NAS 1 19150 95/08/08	1245 4,980.	1.13 *
0058722	DISPLAY UNIT APPLE COMPUTER INC	5088671 M0401	L 46123C 88/10/28	1185C 714.	2.7
0426329	192389 TYPEWRITER INTERNATIONAL BUSINESS MACHINE	4651588 6705	L 42585B 82/12/30	1195C 870.	2.7
1087209	COMPUTER, MICRO APPLE COMPUTER INC	F3039N12 M5840	L 1049D 91/08/09	1185C 2,500.	2.7
0082075	TERMINAL, DATA PROCESSING INTERNATIONAL BUSINESS MACHINE	888283 8457150(3192)	L 54717C 89/08/17	1208 942.	1.10
0803333	TABLET, DIGITIZING WACOM PRODUCTS INC	3K1JB0878-00 UD0808A	L 45937D 94/03/15	1183T 285.	4.5
1255642	DISPLAY UNIT NEC AMERICA INC BROADCASTING	34L16473B JC1741UMA	L 34086D 93/05/28	1183T 1,279.	4.5
1261692	COMPUTER, MICRO APPLE COMPUTER INC	FC4090812D8 M2116	L 48955D 94/04/29	1183T 2,582.	4.5
0143363	DISPLAY UNIT APPLE COMPUTER INC	5002013 M0400	L 25338C 87/09/15	1183 285.	4.1.4
1084464	COMPUTER, MINI SUN MICROSYSTEMS INC	043G0895 4/20FM8	L 91471C 91/03/11	1183 4,353.	4.1.4
1167152	WORK STATION, OFFICE CENTER CORE INC	NONE 2417A	L 20271D 92/08/23	1183 2,108.	4.1.4
0058058	PRINTER, ADP EPSON AMERICA INC	11099974 P70RA	L 45128C 88/10/04	1208 300.	1.8.1
0426652	CALCULATOR, ELECTRONIC CANNON INSTRUMENT CO	721971 CP1216D	L 57541B 84/02/24	1208 280.	1.8.1

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1084284			DISPLAY UNIT COMPUADD	01010870 51088	L 91158C 91/02/28	1208 418.	1.8.1
1084414			COMPUTER, MICRO COMPUADD	380984 A000(325)	L 91485C 91/03/08	1208 1,888.	1.8.1
0282838			READER/PRINTER, MICROFICHE CANON USA MICROGRAPHICS DIV	53108205 PC70	L 88328B 88/08/14	1194 2,879.	4.2 *
1158414			WORK STATION, OFFICE CENTER CORE INC	NONE 2417A	L 20271D 92/08/23	1183 2,108.	4.1.4
1258672			COMPUTER, MICRO SUN MICROSYSTEMS INC	035F0784 147B	L 33873D 93/05/24	1183 2,545.	4.1.4
1258673			DISPLAY UNIT SONY CORP	9241DYO115 GDM1882B	L 33873D 93/05/24	1185B 1,250.	2.5
0141801			COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	7290792 5170-339	L 21524C 87/08/22	1208 3,952.	1.8.4
0220277			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	104040 5154-001	L 95033B 85/12/18	1208 577.	1.8.4
0403638	403638		PRINTER, ADP INTEGRAL DATA SYSTEMS INC	025188 PRISM132	MISC HQ 10 83/08/27	1208 1,410.	1.8.4
0058081			COMPUTER, MICRO COMPUADD	30453 288	L 44722C 88/10/04	1240 1,185.	1.9.2
0142085			DISPLAY UNIT NEC INFORMATION SYSTEMS INC	73H14485A JC140IP3A	L 23853C 87/07/29	1240 588.	1.9.2
0282728			PRINTER, ADP HENLETT-PACKARD CO	2424J80333 2888A	L 87103B 85/08/25	1240 2,308.	1.9.2
0425708	188712		TRANSCEIVER, RADIO MOTOROLA INC AUTOMOTIVE PROD	278AFE3094 H43AAU1108N	L 22003B 81/04/02	1240 1,285.	1.9.2

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0847013		PRINTER, ADP EPSON AMERICA INC	80472 LQ1050	L 81888C 88/08/28	1240 749.	1.9.2
1180199		PRINTER, ADP, LABEL SEIKO INSTRUMENTS USA	19428750412 SLP1000P	L 25791D 93/02/19	1240 225.	1.9.2
0075508		COMPUTER, MICRO APPLE COMPUTER INC	F10187X1M5815 M8880	L 75884C 90/08/01	1195C 4,142.	2.7
0058718		DISPLAY UNIT APPLE COMPUTER INC	8098878 M0401	L 46123C 88/10/28	1195C 714.	2.7
0281734		TYPEWRITER INTERNATIONAL BUSINESS MACHINE	8191858 8705801	L 83532B 85/04/30	1195C 575.	2.7
0052772		DISPLAY UNIT MITSUBISHI ELECTRIC CORP	4324743 XC1430C	NAS 1 18588 88/08/08	1208 500.	1.8.2
0055517		DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	204198 5154-001	L 9288C 86/11/14	1208 552.	1.8.2
0058057		PRINTER, ADP EPSON AMERICA INC	11099981 P70RA	L 45128C 88/10/04	1208 300.	1.8.2
0058213		PRINTER, ADP EPSON AMERICA INC	001118050 LX800	NAS 1 18150 88/08/30	1208 226.	1.8.2
0289862		COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	7078058 5170	L 5284C 86/07/31	1208 4,629.	1.8.2
0282083		CALCULATOR, ELECTRONIC CANNON INSTRUMENT CO	713448 CP1218D	L 84705B 88/08/09	1208 211.	1.8.2
0802027		DISK DRIVE UNIT SONY CORP	819129 CDU8251	80330122930 93/03/23	1208 598.	1.8.2
0802233		DISK DRIVE UNIT SONY CORP	812414 CDU8251A	80330130840 93/05/26	1208 592.	1.8.2

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

LARC EMS REPORT IPQPLIST
DATA AS OF 08/22/85

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	
0848318	COMPUTER, MICRO EVERGREEN WEIGH INC	609218 EX02801C00	L 83389C 89/10/27	1208 6,205.	1.8.2	
0141838	RECEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	413BML0840 A03TNC2488C	L 19788C 87/08/23	1175 319.	1.10	
0141838	RECEIVER, RADIO MOTOROLA COMMUNICATIONS GROUP	413BML0839 A03TNC2488C	L 19788C 87/08/23	1169 319.	1.12	
0077421	STAND, COPY CAMERA BENCHER INC	NONE M3	L 81893C 80/08/30	1145 1,789.	4.6	*
0078288	MONITOR, TELEVISION SONY CORP	2010833-3 PVM1342Q	L 83080C 90/11/18	1145 1,018.	4.6	*
0018875	RECEIVER, WIRELESS VEGA ELECTRONICS	2818 QR1	NAS 1 14380 87/10/18	1201T 537.	4.6	*
0018880	RECEIVER, WIRELESS VEGA ELECTRONICS	3001 QR1	NAS 1 14380 87/10/18	1201T 537.	4.6	*
0018888	TRANSMITTER, RADIO(WIRELESS) VEGA ELECTRONICS	2845 QT1	NAS 1 14380 87/10/18	1201T 489.	4.6	*
0018888	TRANSMITTER, RADIO(WIRELESS) VEGA ELECTRONICS	2272 QT1	NAS 1 14380 87/10/18	1201T 489.	4.6	*
0021023	RECORDER-REPRODUCER SET, SOUND AMPEX CORP F-INVAR ELECTR CORP CVR38	10718 8VW550	L 82125C 89/10/08	1201T 13,000.	4.6	*
0021029	CAMERA, TELEVISION SONY CORP	10718 8VW550	L 84037C 89/10/28	1201T 25,805.	4.6	*
0021899	CAMERA, TELEVISION, COLOR J V C NIVICO VICTOR CO LTD	14850883 KY17U	L 98052C 91/08/28	1145 4,458.	4.6	*
0083240	CAMERA, TELEVISION, COLOR SONY CORP	227117 CCD-V110	L 28994C 88/01/14	1201T 1,620.	4.6	*

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0055595	TRANSMITTER, RADIO VEGA ELECTRONICS	4889 77C	L 37810C 88/05/24	1201T 865.	4.6 *
0055598	RECEIVER, RADIO VEGA ELECTRONICS	5837 87B	L 37810C 88/05/24	1145 1,230.	4.6 *
0081583	RECORDER, CASSETTE, VIDEO AMPEX CORP F-INVAR ELECTR CORP	10808 C8R35	L 58387C 88/07/28	1201T 9,782.	4.6 *
0081584	CAMERA AMPEX CORP F-INVAR ELECTR CORP	50031 CVC50	L 58387C 88/07/28	1201T 20,000.	4.6 *
0081585	RECORDER-REPRODUCER SET, SOUND AMPEX CORP F-INVAR ELECTR CORP	50148 CVR5	L 58387C 88/07/28	1145 5,828.	4.6 *
0081588	LENS, ZOOM FUJINON INC	780275 14X	L 58387C 88/07/28	1201T 5,338.	4.6 *
0144121	LENS, ZOOM FUJINON INC	318337 A12X98	NAS 1 14380 87/10/18	1145 1,098.	4.6 *
0472880	RECORDER, TAPE, AUDIO FIDELITY MFG CO	281310 C105SUPERSCOPE	L 82375A 78/07/31	1201T 252.	4.6 *
0801278	LENS, CAMERA, STILL PICTURE NIKON INC F-EHRENRIECH PHOTO-	900058 TV-NIKKOR	L 2416D 91/10/25	1201T 9,895.	4.6 *
0801889	REMOTE CONTROL NIKON INC	29000 TZ-D2	L 22553D 92/10/08	1201T 1,804.	4.6 *
0801898	LENS, ZOOM, MOTORIZED CANON CAMERA CO INC	22880 J14X8.5B	MISC-MARITA 92/11/12	1201T 15,000.	4.6 *
1088188	MONITOR, TELEVISION SONY CORP	5019444-D PVM8020	L 98808C 91/08/25	1201T 570.	4.6 *
1088189	MONITOR, TELEVISION SONY CORP	5019445-E PVM8020	L 98808C 91/08/25	1201T 570.	4.6 *

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1087728	RECORDER, CASSETTE, VIDEO MATSUSHITA ELEC INDUS CO	F1MDO0471 AG2510	L 2394D 91/09/10	1201T 420.	4.6 *
1088185	CHARGER, BATTERY GENERAL RESEARCH LABORATORIES	02147B 8000SM	L 2581D 91/09/18	1201T 1,580.	4.6 *
1088632	TRIPOD, CAMERA VINTEN W LTD	2731-10159 20VISION	L 2413D 91/10/01	1201T 5,800.	4.6 *
1158088	MONITOR, TELEVISION SONY CORP	2020434 PMV1342Q	L 18888D 92/08/07	1145 891.	4.6 *
1254870	CAMERA, RECORDING, VIDEO SONY CORP	11302 EVH300	L 31635D 83/04/20	1201T 8,084.	4.6 *
6078852	WORK STATION, OFFICE CENTER CORE INC	NONE NONE	L 82832C 90/11/03	1183 2,048.	4.1.5
1084480	COMPUTER, MINI SUN MICROSYSTEMS INC	043G0080 4/20FMB	L 91471C 91/03/11	1183 4,353.	4.1.5
1264279	LASER SCANNER, DIGITAL, DATA HAND HELD PRODUCTS INC	LWH/10759 NONE (VERIFIED)	L 53233D 94/08/30	1208 2,500.	1.11
0052578	COMPUTER, MICRO COMPAQ COMPUTER CORP	4743AJ580200 2570	L 24124C 87/11/02	1208 4,544.	1.11
0282745	CALCULATOR, ELECTRONIC SHARP ELECTRONICS CORP	88017485 CS2880	L 88427B 85/08/26	1208 187.	1.11
0423121 182231	SCALE, PLATFORM, DIGITAL GARLOCK OF CANADA F-COLT	0838941FT/G8382 22-8107/80-7300	L 88538A 78/11/09	1208 4,687.	1.11 *
0803880	TRANSPORT, MAGNETIC TAPE COLORADO MEMORY SYSTEM INC	C0973830A JT20CA	L 51872D 84/07/22	1208 299.	1.11
0848318	DISPLAY UNIT PRINCETON GRAPHIC SYSTEMS	TW009100822 ULTRA18	L 83388C 89/10/27	1208 845.	1.11

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1087703			TYPEWRITER INTERNATIONAL BUSINESS MACHINE	11-1120327 WHEELWRITER 15	L 1584D 1208 91/09/08	577.	1.11
1092889			PRINTER, ADP HEWLETT-PACKARD CO	3220A21915 C2108A500	L 18550D 1208 92/06/24	382.	1.11
1267854			DISPLAY UNIT NEC AMERICA INC BROADCASTING	37L239898 JC1741UMA	L 38781D 1163T 93/09/15	1,360.	4.5
1269262			SCANNER, COMPUTER EPSON AMERICA INC	587002827 Q530A	L 42590D 1163T 93/12/22	1,210.	4.5
1261894			COMPUTER, MICRO APPLE COMPUTER INC	FC40907J2D8 M2118	L 48955D 1163T 94/04/29	2,682.	4.5

NEW	E C N	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1282584			COMPUTER, MICRO APPLE COMPUTER INC	CK4171831HO M1888	L 48881D 94/08/30	1250T 5,388.	4.5
1282585			DISPLAY UNIT NEC TECHNOLOGIES INC DIV OF NE	452244LR JC1731VMA3	L 48881D 94/08/30	1250T 1,042.	4.5
1282586			DISK DRIVE UNIT SONY CORP	810524 RMO-S350	L 48881D 94/08/30	1250T 1,251.	4.5
1282703			PRINTER, ADP QMS INC	Q0078985 880-1	L 52514D 94/08/08	1250T 3,543.	4.5
1282889			SCANNER, COMPUTER SEIKO EPSON CORP	5870007582 G530A	L 48881D 94/07/18	1250T 1,301.	4.5
0078302			PRINTER, ADP APPLE COMPUTER INC	CA0311DJ M8000	L 83178C 90/09/24	1205 3,838.	4.5
0053480			COMPUTER, MICRO APPLE COMPUTER INC	F73478U M5000	L 32881C 88/02/11	1205 7,388.	4.5
0848159			DISPLAY UNIT SONY CORP	102254 GDM1950	L 58775C 89/08/27	1205 3,247.	4.5

NEW	E C N OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0848918		PRINTER/PLOTTER MITSUBISHI ELECTRIC CORP	M12328 G650-10S	L 88188C 90/01/22	1205 8,901.	4.5
0848919		CONTROLLER, PRINTER MITSUBISHI ELECTRIC CORP	0000474 C5C100	L 88188C 90/01/22	1205 7,174.	4.5
1088572		SCANNER, IMAGE LACIE LTD	30N0001087 G520A	L 3844D 91/08/24	1205 1,800.	4.5
1089724		DISK DRIVE UNIT PINNACLE MICRO INC	D8535 RE0850	L 4288D 91/11/19	1205 2,681.	4.5
1090491		DISK DRIVE UNIT APS TECHNOLOGIES	NONE WREN RUNNER I17	L 3238D 91/08/25	1205 2,049.	4.5
1255213		PRINTER, ADP TEKTRONIX INC	JP3544K 4884	L 34042D 93/08/08	1205 10,158.	4.5
1262087		SCANNER, COMPUTER SEIKO EPSON CORP	5870007072 G530A	L 49852D 94/05/25	1205 1,289.	4.5
1263134		COMPUTER, MICRO APPLE COMPUTER INC	FC4040H32D8 M2118	L 50191D 94/08/01	1205 5,388.	4.5
1263135		DISPLAY UNIT NEC TECHNOLOGIES INC DIV OF NE	3Y24814DA JC2141UMA3	L 50191D 94/08/01	1205 2,135.	4.5
1263136		TRANSPORT, MAGNETIC TAPE FWB INC	G011278F4 HAMMERDAT2000	L 50191D 94/08/01	1205 1,248.	4.5
1263137		PRINTER, ADP APPLE COMPUTER INC	CA415JNQ1GJ M2178	L 50191D 94/08/01	1205 804.	4.5
1263140		COMPUTER, MICRO APPLE COMPUTER INC	FC4170841M1 M2118	L 50191D 94/08/01	1205 5,208.	4.5
0035320		DISK DRIVE UNIT OMEGA	JX85010025 81150T	NAS 1 20008 95/01/28	1251 458.	4.5

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0057928	COMPUTER, MICRO APPLE COMPUTER INC	F8280B3 M8000	L 43042C 88/09/28	1232 8,278.	4.5
1282186	DISPLAY UNIT NEC AMERICA INC BROADCASTING	4320332DA JC2141UMA3	L 49778D 84/08/01	1232 1,974.	4.5
1423930	DISPLAY UNIT APPLE COMPUTER INC	CJ4507U738X M2843	NAS 1 2000B 95/01/28	1251 485.	4.5
1424237	COMPUTER, MICRO APPLE COMPUTER INC	XB8050Q745B M1888	NAS 1 2000B 95/02/24	1251 3,911.	4.5
0080837	PRINTER, ADP APPLE COMPUTER INC	CA8418GV M8000	L 50308C 88/03/08	1251 4,619.	4.5
1157393	DISK DRIVE UNIT DYNAMIC COMPUTER PRODUCTS	F14586 R05800SX	L 22073D 92/09/28	1251 2,732.	4.5
1157481	TABLET, DIGITIZING WACOM PRODUCTS INC	2E6JB1422-07 SD510C	L 22087D 92/09/30	1251 508.	4.5
1157482	SCANNER, COMPUTER APPLE COMPUTER INC	TF22607Y222 M1381	L 22087D 92/09/30	1251 904.	4.5
1280905	SCANNER, COMPUTER SEIKO EPSON CORP	5870008011 GB30A	L 44642D 94/03/08	1251 1,290.	4.5
0803345	REMOTE CONTROL UNIT MOTOROLA INC	177SUE0041 TB601A	L 45988D 84/03/24	1299T 1,487.	1.1
0848885	PRINTER, ADP HEWLETT-PACKARD CO	2938A72903 33440A	L 68217C 90/01/28	1237T 1,629.	1.1
G074838	TYPEWRITER, ELECTRIC INTERNATIONAL BUSINESS MACHINE	0137573 WHEELWRITER8	L 78115C 90/08/01	1195C 878.	2.7
1083718	DISPLAY UNIT APPLE COMPUTER INC	7008648 M0401	L 89339C 91/02/04	1195C 821.	2.7

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	
1084884	COMPUTER, MICRO APPLE COMPUTER INC	F104838Q M5860(11CX)	L 92587C 91/03/28	1185C 2,413.	2.7	
G078147	COPIER, ENGINEERING OCE BUSINESS SYSTEMS	780031709 7500S	L 81798C 80/10/08	1152 108,553.	4.4	*
0053884	STITCHING MACHINE ACME STRAPPING INC	1109 P	L 38281C 88/08/21	1152 4,370.	4.4	*
0058880	STAPLER, PAPER, ELECTRIC SALSCO INC	88138 344	L 41413C 88/07/28	1152 1,800.	4.4	*
0058881	STAPLER, PAPER, ELECTRIC SALSCO INC	88145 344	L 41413C 88/07/28	1152 1,800.	4.4	*
0081894	COPIER, COLOR, LASER CANON USA INC	CGLO3888 CLC	L 82422C 89/08/19	1152 34,387.	4.4	*
0141110	SCALE, MAIL PITNEY-BOWES INC	43483 EMS18	L 20238C 87/08/29	1152 1,492.	4.4	*
0220034	FOLDING MACHINE BAUMFOLDER CORP	85J212 714	L 91258B 85/12/27	1152 3,370.	4.4	*
0258482	LABELING MACHINE AUTOMECHA LTD	1847 ACCUFAST	L 2745C 88/08/02	1152 4,775.	4.4	*
0284308	CUTTER, PAPER CHALLENGE MACHINERY CO THE	183 MPS	L 89420B 85/10/08	1152 31,437.	4.4	*
0418428 184001	SHOP LIFT CROWN CONTROLS CORP	28886 TPH15B3879	L 88514A 79/08/03	1152 1,408.	4.4	*
0428541 138188	TRUCK, FORK LIFT BIG JOE MFG CO	NONE PSH20-88	L 85535 88/07/01	1152 2,248.	4.4	*
0428552 119278	TRUCK, FORK LIFT CLARK EQUIPMENT CO	P30-125-544 P30	L 28877 83/08/01	1152 1,800.	4.4	*

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0428565	131236 PAPER DRILLING MACH LAWSON CO	B3108 B	L 71245 85/08/01	1152 3,140.	4.4 *
0428928	184140 TRUCK, FORK LIFT BIG JOE MFG CO	92860 PDH25-80	L 1277B 78/12/12	1152 8,285.	4.4 *
1086438	PUNCH MACHINE HOP INDUSTRIES CORP	7810833 HEP280	L 288D 91/08/05	1152 1,800.	4.4 *
1082102	PHOTOCOPY MACHINE, DRAWING OCE-INDUSTRIES INC	710082881 7100	L 8178BC 91/01/22	1152 12,985.	4.4 *
1158533	STITCHING MACHINE INTERLAKE INC	107072-00 N3B2-2/1	LX 92021 92/08/31	1152 9,708.	4.4 *
1158987	TERMINAL, DATA PROCESSING WYSE TECHNOLOGY	01C12708885 WY80	L 21771D 92/11/13	1152 430.	4.4
1158970	TERMINAL, DATA PROCESSING WYSE TECHNOLOGY	01C1288954 WY80	L 21771D 92/11/13	1152 430.	4.4
1158973	TERMINAL, DATA PROCESSING WYSE TECHNOLOGY	01C1278683 WY80	L 21771D 92/11/13	1152 430.	4.4
1158974	TERMINAL, DATA PROCESSING WYSE TECHNOLOGY	01C1278701 WY80	L 21771D 92/11/13	1152 430.	4.4
1159289	PHOTOCOPY MACHINE XEROX CORP	W81083230 5090	L 88718C 90/04/28	1152 97,830.	4.4 *
1258822	LABELING MACHINE AUTOMECHA LTD	17934 ACCUFAST ST	L 40887D 93/11/02	1152 2,455.	4.4 *
1258873	TABBING MACHINE AUTOMECHA LTD	140058 ACCUFAST QT	L 40887D 93/11/02	1152 1,799.	4.4 *
1258863	COPIER, COLOR, LASER CANON USA INC	NRYO1098 550	L 40386D 93/10/28	1152 28,205.	4.4 *

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	*
1258884	DISPLAY UNIT SAMTRON	9327052751 SM470	L 40388D 93/10/28	1152 3,500.	4.4	*
1258885	COMPUTER, MICRO ELECTRONICS FOR IMAGING INC	007914 FC02	L 40388D 93/10/28	1152 22,285.	4.4	*
1258878	BINDING MACHINE STANDARD DUPLICATING MACHINES	13498 BINDFAST B	L 40744D 93/11/12	1152 4,085.	4.4	*
1262198	PHOTOCOPY MACHINE XEROX CORP	52K312872 5100	L 50103D 94/05/31	1152 83,028.	4.4	*
1262884	PRINTER, ADP HEWLETT-PACKARD CO	JPFK001570 C2037A	L 50559D 94/07/15	1152 1,708.	4.4	*
1263188	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	23-00450 8319011	L 51242D 94/08/11	1152 400.	4.4	*
1263984	COMPUTER, MICRO INTERNATIONAL BUSINESS MACHINE	23DXCGW 6492L5F	L 51242D 94/09/12	1152 2,875.	4.4	*
1422865	LABELING MACHINE, MAIL CHESHIRE INC	41485 595	L 54521D 94/10/28	1152 24,227.	4.4	*
0532243	PRINTER, ADP NEC INFORMATION SYSTEMS INC	580037899 PINWRITER P8	L 8725C 88/10/08	1224T 581.	Contract Manager	
0053558	RECORDER, TAPE, VIDEO SHARP ELECTRONICS CORP	312425 XA120	L 30495C 88/02/19	1194 800.	2.7	
0053559	RECORDER, TAPE, VIDEO SHARP ELECTRONICS CORP	312319 XA120	L 30495C 88/02/19	1194 800.	2.7	
0058008	COMPUTER, MINI SUN MICROSYSTEMS INC	824F0871 247(3/80M4)	NAS 1 18544 88/08/20	1184 4,982.	2.7	
0058034	DISPLAY UNIT SUN MICROSYSTEMS INC	821A0828 M	NAS 1 18544 88/08/20	1194 800.	2.7	

E C N	DESCRIPTION	SERIAL NO	ACQ DOCUMENT	BLDG	SOW
NEW	MANUFACTURER	MODEL NO	ACQ DATE	COST	Section
0088819	MONITOR, TELEVISION, RECORDER MATSUSHITA ELEC INDUS CO	IBMD00093 AG500R	L 51780C 88/03/02	1194 832.	2.7
0080347	TRANSPORT, MAGNETIC TAPE ARTECON INC	2213 DSU1-341A	L 50117C 88/02/21	1194 8,188.	2.7
0081800	MONITOR, TELEVISION, RECORDER MATSUSHITA ELEC INDUS CO	EBMD00933 AG500R	L 81428C 88/05/18	1194 775.	2.7
0138107	MONITOR, TELEVISION MATSUSHITA ELEC INDUS CO	KA8820882 CT1010M	L 13280C 87/02/08	1194 320.	2.7
0142078	DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	100805 8513001	L 22808C 87/09/18	1194 432.	2.7
0143282	PROJECTOR, TELEVISION SAVA INDUSTRIES INC	VR6430149 BT-P4500D	L 28888C 87/09/08	1194 4,180.	2.7
0220521	REPRODUCER, TAPE, AUDIO TELEX COMM F-RADIANT F-SINGER	0011971 CORVETTE	L 98180B 88/01/28	1194 395.	2.7
0278778	RECORDER, CASSETTE, VIDEO RCA CORP QVNT & COMMERCIAL SYS	832880388 VMT285	MISC-GODDAR 86/10/15	1194 289.	2.7
0282395	PRINTER, ADP HEWLETT-PACKARD CO	2518540155 2225C	L 85318B 85/05/28	1194 328.	2.7
0352532	RECORDER, TAPE, VIDEO SONY CORP	83055 VP5000	MISC 86/11/24	1194 895.	2.7
0403914	PROJECTOR, SLIDE EASTMAN KODAK CO	74708 480	L 58823B 83/10/11	1194 488.	2.7
0404191	MONITOR, TELEVISION, COLOR MATSUSHITA ELEC INDUS CO	KA3421233 CT1010M	L 58378B 83/11/02	1194 320.	2.7
0404207	MONITOR, TELEVISION, COLOR MATSUSHITA ELEC INDUS CO	KA3421235 CT1010M	L 58820B 83/11/04	1194 320.	2.7

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0420744	PROJECTOR, MOTION PICTURE SINGER CO F-SINGER-METRICS DV	44588C 2120	L 69881A 77/10/12	1194A 480.	2.7
0420787	MONITOR, TELEVISION SONY CORP	022313 CVM1280	L 1521B 79/11/02	1194 638.	2.7
0420788	RECORDER, TAPE, VIDEO SONY CORP	13783 VP5000	L 43292B 82/08/22	1194 985.	2.7
0420789	RECORDER, TAPE, VIDEO SONY CORP	13788 VP5000	L 43292B 82/08/22	1194 985.	2.7
0420801	RECORDER, TAPE, VIDEO SONY CORP	23895 VP5000	L 57841B 83/08/31	1194 985.	2.7
0420811	PROJECTOR, MOTION PICTURE TELEX COMM F-RADIANT F-SINGER	03085B 1020	L 41257A 78/02/19	1194A 432.	2.7
0548840	MONITOR, TELEVISION, COLOR MATSUSHITA ELEC INDUS CO	KA4180888 CT1010M	L 73719B 84/08/28	1194 320.	2.7
0848879	RECORDER, TAPE, VIDEO SONY CORP	27585 V05800	L 64407B 84/07/25	1194 1,833.	2.7
1084353	DISPLAY UNIT SONY CORP	2017538 GDM1850	L 80892C 91/03/01	1194 1,995.	2.7
1084888	COMPUTER, MICRO APPLE COMPUTER INC	F1049230 M5850(11CX)	L 92597C 91/03/28	1194 2,413.	2.7
1084889	DISPLAY UNIT APPLE COMPUTER INC	701883B M0401	L 92597C 91/03/28	1194 658.	2.7
1087682	RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	008320201 XA310	L 2408D 91/08/05	1194 418.	2.7
1087683	RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	008322057 XA310	L 2408D 91/08/05	1194 418.	2.7

NEW	OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
1089834		PRINTER, ADP QMS INC	H0032124 PS410	L 4943D 81/10/29	1194 1,878.	2.7
1089885		DISPLAY UNIT NEC INFORMATION SYSTEMS INC	9YM41287J JC1403HMA	L 4938D 81/11/01	1194 455.	2.7
1089886		COMPUTER, MICRO COMPUADD	456928 A000/325	L 4938D 81/11/01	1194 1,564.	2.7
1089726		COMPUTER, MICRO APPLE COMPUTER INC	F1142783724 MAC II CI	L 5884D 81/11/05	1194 3,710.	2.7
1254891		RECORDER, CASSETTE, VIDEO SHARP ELECTRONICS CORP	212713199 XA410	L 27785D 93/03/30	1194 418.	2.7
1258521		COMPUTER, MICRO GATEWAY 2000	1478642 DESKTOP	L 35800D 93/07/21	1194 1,185.	2.7
1258524		COMPUTER, MICRO GATEWAY 2000	1478638 DESKTOP	L 35800D 93/07/21	1194 1,185.	2.7
1258525		DISPLAY UNIT GATEWAY 2000	T89F37642 PMV1448NI	L 35800D 93/07/21	1194 400.	2.7
1258526		DISPLAY UNIT GATEWAY 2000	T89F37528 PMV1448NI	L 35800D 93/07/21	1194 400.	2.7
1422731		DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	88MV183 16F1200/38F7573	L 93331C 81/04/28	1194 823.	2.7
0073959		COMPUTER, MICRO COMPUADD	NONE 320A000	L 72801C 80/03/22	1224T 2,844.	Contract Manager
0073969		DISPLAY UNIT COMPUADD	00201491 51086	L 72802C 80/03/22	1224T 400.	Contract Manager
0053715		TYPEWRITER, ELECTRIC MATSUSHITA ELEC INDUS CO	88M29A10587 KX-E400	L 34341C 88/04/01	1224T 333.	Contract Manager

NEW	OLD	E C N	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section	Contract Manager
0847480			PRINTER, ADP HEWLETT-PACKARD CO	2833A11141 2277A	L 63887C 89/10/03	1224T 858.		
0057018			PRINTER, ADP APPLE COMPUTER INC	CA817272F M6000	L 41242C 88/07/28	1185B 3,219.	2.7	
0080282			PRINTER, ADP INTERNATIONAL BUSINESS MACHINE	41-49378 3288-002C	L 12082C 85/03/27	1185B 4,280.	2.7	
0280228			PRINTER, ADP INTERNATIONAL BUSINESS MACHINE	41-88894 3288-002	L 4574C 88/08/25	1185B 4,280.	2.7	
1084583			COMPUTER, MICRO APPLE COMPUTER INC	F 10391GD M5680	L 92880C 91/03/20	1185B 2,217.	2.7	
1084588			DISPLAY UNIT APPLE COMPUTER INC	7018355 M0401	L 92880C 91/03/20	1185B 858.	2.7	
1085314			DISPLAY UNIT INTERNATIONAL BUSINESS MACHINE	88DG344 18F1200/38F7573	L 93331C 91/04/28	1185B 823.	2.7	
1158407			READER/TRANSLATOR, OPTICAL SCANTRON	J-F01710 8400	L 23010D 92/10/23	1185B 5,758.	2.7	
G073732			DISK DRIVE UNIT COMPUTERLAND	BDMO104889 DP2	L 89225C 90/08/04	1251 700.	4.5	
0021868			DISK DRIVE UNIT MEGA DRIVE SYSTEMS INC	489589104 MDSP120	L 84205C 91/04/28	1251 1,389.	4.5	
0021567			DISK DRIVE UNIT MEGA DRIVE SYSTEMS INC	489459104 MDSP120	L 84205C 91/04/28	1251 1,389.	4.5	
0059480			COMPOSING MACHINE VARITRONIC SYSTEMS INC	N805-30747 MERLIN EXPRESS	L 48555C 88/12/14	1251 1,348.	4.5	
0059791			COMPUTER, MICRO APPLE COMPUTER INC	F850518 M5000	L 44178C 88/12/21	1251 8,670.	4.5	

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDG COST	SOW Section
0080153	DEVELOPER, PRINT, B/W ILFORD INC	22970 2240RC	L 48071C 89/02/08	1251 10,861.	4.5
0080407	PROCESSOR, FILM KING CONCEPT CORP	1187008 8700	L 48937C 89/02/28	1251 8,695.	4.5
0080408	DRYER, FILM KING CONCEPT CORP	01855 40029	L 48937C 89/02/28	1251 1,395.	4.5
0081457	PRINTER/PLOTTER MITSUBISHI ELECTRIC CORP	M11593 G850-105	L 58489C 89/08/03	1251 8,000.	4.5
0081458	PROCESSOR, PRINTER QMS INC	0000707 CSR100	L 58489C 89/08/03	1251 9,785.	4.5
0139171	ENLARGER, SLIDE VISUAL GRAPHICS CORP	00856 30-00051-204	L 16219C 87/03/03	1251 1,702.	4.5
0140863	DISK DRIVE UNIT APPLE COMPUTER INC	F8100MSM0135 HARD DISK20SC M	L 20531C 87/06/02	1251 947.	4.5
0259427	CAMERA, PHOTOCOPY VISUAL GRAPHICS CORP	1321803 TC-11	L 1595C 86/05/05	1251 17,774.	4.5
0801278	DISK DRIVE UNIT IOMEGA	9311430049 B290X-UNI	L 3882D 81/11/08	1251 1,200.	4.5
0802051	CAMERA, DIGITIZING CANON USA INC	20008248 RC570	L 28021D 93/02/25	1251 2,840.	4.5
0802188	CAMERA-RECORDER, VIDEO CANON CAMERA CO INC	2610400016 LX100A	L 32018D 93/04/30	1251 1,381.	4.5
0802188	LENS, ZOOM CANON CAMERA CO INC	NONE CLB-120MM	L 32018D 93/04/30	1251 1,000.	4.5
0802788	MONITOR, TELEVISION MATSUSHITA ELEC INDUS CO	MB20220598 CT1352VY	L 38349D 93/08/17	1251 308.	4.5

LARC EMS REPORT IPGPLIST
DATA AS OF 08/22/86

EQUIPMENT ASSIGNED TO ON SITE CONTRACTORS (NAS 1 19150)

PROCESS DATE 08/22/86
PAGE NUMBER 81

E C N NEW OLD	DESCRIPTION MANUFACTURER	SERIAL NO MODEL NO	ACQ DOCUMENT ACQ DATE	BLDGG COST	SOW	
					Section	Section
0803981	CAMERA, DIGITAL EASTMAN KODAK CO	4201312 DCS420C	L 52972D 94/08/30	1251 9,688.	4.5	
0846314	OPTICAL READER, DATA ENTRY HEWLETT-PACKARD CO	2812J08371 8195A	L 58784C 89/07/05	1251 1,088.	4.5	
1084329	SCANNER, COMPUTER HOWTEK INC	1713 SM3	L 88012C 91/03/01	1251 6,475.	4.5	
1085975	DISK DRIVE UNIT MEGA DRIVE SYSTEMS INC	72834 P84	L 98039C 91/08/17	1251 988.	4.5	
1158953	MONITOR, TELEVISION, RECORDER SYMPHONIC CORP	V38213889 TVCR19B1	L 28283D 92/12/18	1251 584.	4.5	
1159088	DISPLAY UNIT SONY CORP	2007789 STD8751	L 24297D 93/01/04	1251 2,408.	4.5	
1160323	PRINTER, ADP TEKTRONIX INC	JP11798 4889	L 29031D 93/03/19	1251 9,725.	4.5	
1255772	RECORDER, CASSETTE, VIDEO J V C NIVICO VICTOR CO LTD	09810789 BR-S605UB	L 34355D 93/06/02	1251 1,916.	4.5	
1255979	COMPUTER, MICRO APPLE COMPUTER INC	F330415L M4300	L 33355D 93/08/22	1251 4,888.	4.5	
1284305	RECORDER, CASSETTE, VIDEO JVC CO OF AMERICA	10912088 BR5805UB	L 55558D 94/10/07	1251 2,054.	4.5	

*** TOTAL NUMBER OF ITEMS ASSIGNED TO CONTRACT NAS 1 19150 1050 VALUE OF EQUIPMENT IS 3,582,821.

1424295 Computer, Micro FC5050Q744H NAS1-20006 1229 3,956 2.9
Apple Computer Inc

1263992 Display Unit S44311BX1X4 NAS1-20005 1229 1,866 2.9
Apple Computer Inc

FIRM FIXED PRICE - SECURITY SUPPORT SERVICES
 NONCONTROLLED GOVERNMENT PROVIDED PROPERTY

<u>Description</u>	<u>Qty</u>
* Gas Generator	1
Vehicle Light Bars	4
* Cushman Scotter	1
Portable Light Bars	3
Slide Projector	1
View Graph	1
Traffic Cones	12
* Radar Battery Pack	1
Portable Lanterns	11
Portable Heaters	2
* Flood Lights	3
* Halogen Lamps, for remote badging	2
* Tripods	3
* Umbrella Lights	2
* Laminator	2
* Badge Cutters	2
* Unlimited Power Surge Unit	1
Grinder 1/2 H.P.	1
Drill Press	1
Key Machine Manual	2
* Safe, 2 Door (Key Locker)	1
* Safe, 2 Drawer	1
* Code Books (Set)	1
Drill, 3/8", Battery Kit	1
Drill, 1/2", Electric	2
Bandsaw (12")	1
Boring Jig, Lockset	1
Speed Mortiser	1
Misc. Hand Tools (fully equipped tool boxes)	2

F	E C N	DESCRIPTION	SERIAL NO	
C	NEW OLD	MANUFACTURER	MODEL NO	
	F S C	ACQ DOCUMENT	ACQ DATE	SOW SECTION
	CAP-SENS CODE	COST	S-C CODE	
		FILING SYSTEM	19692	
	7460	KARDEX SYSTEMS	LK-S80M	4.2 *
M		L	14380 91/11/05	
		16,256.25	A	
		FILING SYSTEM	E1964	
	7460	SPERRY CP DEFE	2075502-001	4.2 *
M		L	84084A 78/11/30	
		10,991.00	A	
		FILING SYSTEM	E3492	
	7460	KARDEX SYSTEMS	2075502-001	4.2 *
M		L	17018 79/11/13	
		11,468.00	A	
		FILING SYSTEM	12301	
	7460	KARDEX SYSTEMS	LK580M	4.2 *
M		L	99508B 86/04/28	
		14,788.30	A	
		FILING SYSTEM	16804	
	7460	KARDEX SYSTEMS	LK-S80M	4.2 *
M		L	54294C 89/05/24	
		19,020.75	A	
		FILING SYSTEM	17617	
	7460	KARDEX SYSTEMS	LK-S80M	2.5 *
M		L	63954C 90/01/10	
		12,261.00	A	
		FILING SYSTEM	17273	
	7460	REMINGTON RAND	LEKTREIVER200	2.5 *
M		L	45271A 76/05/11	
		8,211.00	A	
		FILING SYSTEM	NONE	
	7460	KARDEX SYSTEMS	SERIES80	2.8 *
M		L	73805C 90/05/14	
		14,067.00	A	
		FILING SYSTEM	18577	
	7110	KARDEX SYSTEMS	LK880M	2.8*
M		L	79358C 90/08/29	
		13,879.44	A	
		FILING SYSTEM	NONE	
	7460	KARDEX SYSTEMS	LEKTRIEVER SERIESSO	4.2 *
M		L	21567C 87/08/04	
		11,775.05	A	
		FILING SYSTEM	18558	
	7460	KARDEX SYSTEMS	LK-S80M	4.2 *
M		L	78643C 90/09/12	
		9,454.98	A	

EXHIBIT F

ACQUISITION DIVISION WORD PROCESSING/CLERICAL SUPPORT EQUIPMENT

The contractor is required to furnish computer equipment to provide word processing and clerical support. This is to provide the service described in paragraph 2.5 of the Statement of Work.

A description of the capabilities required are provided below. Offerors should use this information to propose computers and software to utilize with the existing government Novell network.

Current Word Processing Configuration

Word processing support is currently provided using a Syntrex-Lanier 4300 network. There are approximately 3500 word processing files (50 mb of data) in WordPerfect 5.1 for DOS format that must be transferred to the existing Novell 3.11 network maintained by the government in the Acquisition Division. Extensive macro and high-level formatting features have been utilized. Offerors should propose a method of transfer to the Novell network to Word 6.0 for Windows that will require minimal effort.

New System Requirements

The Acquisition Division Computer Support Branch currently operates a Novell 3.11 network for Division administrative support. All employees except the contractor staff are currently connected to and utilizing the network. It is currently and will continue to be maintained by the government staff. The offeror will provide equipment with the ability to connect to the existing Novell network and interface with all division workstations. There are currently both MAC and IBM compatible computers connected to the network. The Novell network will be loaded with the word processing software that the government wishes the word processing support staff to utilize. A summary of the contractor provided items and requirements follows:

- Computers with the current industry standard minimum of 8mb memory and capable of expansion, hard drive storage sufficient to accommodate stand-alone versions of Windows or Windows 95 and all administrative software applications, diskette drives capable of transferring files from the MAC and IBM computers, communications and printers ports, internal slots sufficient to allow installation of a network card and allow for future expansion, CD ROM feature for installation of software.
- Computers must be fully compatible with Windows 3.1 and sufficiently configured to support Windows 95.
- Computers must be fully compatible with 3COM network cards and Novell networks. Novell 3.11 is currently in place, with upgrade to 4.x anticipated during 1995.
- The contractor must utilize network cards and the communications backbone provided by NASA. We currently use 3COM 3c503 network cards and an ethernet network. This in turn will allow connection to the Novell network once specific drivers are loaded. Interface between the contractor computer support person and the division network administrator will be required to accomplish this.
- TCP/IP will be provided by the government along with the above network card and connection.

- The contractor shall furnish the operating system, Windows, and screen saver software for the computers.
- The contractor shall furnish a copy of word processing software for each workstation that is the same type and release number as that on the Novell network. The workstation copy will be utilized whenever the network is down.
- Communication software shall be provided by the contractor to allow a minimum of 9600 baud transmission.
- The contractor will furnish software to access the Internet and provide the ability to upload and download files in addition to retrieving information.

Backup / Security

Backup and security procedures must provide the following capabilities:

- Full or selected backup of the files created and maintained on the network by the contractor. Full system backups of the Novell server will be performed by the government staff.
- Backup of data files maintained on local drives.
- Password protection available for the system, directories, and files. User security will be established and maintained by the government.
- Screen savers with passwords.
- Unattended access denied.

Print

- Laser printers with Postscript and PCL support, automatic switching between PCL and postscript, Graphics capability, envelope feeder, letter and legal size paper trays, a speed sufficient to accommodate high-volume quality printing in a production word-processing environment
- Operators must have the capability to route to other laser printers on the Novell network.
- Ability to print labels, post cards, forms

Communications

- Must be able to utilize TCP/IP provided by the government. Version 2.3 is the current release being utilized.
- Data and phone capability will be furnished by the government utilizing a ROLM phone system..
- Must be able to utilize the electronic mail capability provided at Langley. This is accessed using TCP/IP. A specific software package for mail may be required at a later date.

File Transfer/Exchange

The contractor shall provide file exchange with minimal loss of file attributes. WordPerfect 5.1 and Word for Windows 6.0 are currently used within the Acquisition Division for word processing. Files sent from other organizations are generated on a variety of

equipment . Data files are received from Apple, Sun and IBM main-frame equipment in addition to being submitted in paper format. The offeror shall propose software that will meet this requirement. The offeror should also propose a means of converting paper documents into electronic format.

Computer Support

The operators will utilize an existing Novell network and will not be responsible for upgrades on the network. The government will not provide operator support, design or analysis services , computer repair or troubleshooting. Installation and maintenance of the contractor-provided equipment and workstation software is to be provided by the contractor. Hardware upgrades for the workstations as required over the life of the contract must also be provided. Down time on workstations can not exceed four hours.

Future Considerations

Due to the length of the contract, future upgrades and enhancements must be taken into consideration. These items should be reviewed with the Acquisition Division personnel at time of award. The following are anticipated requirements but without specific details such as software product or version number:

- Update on all of the above
- Forms generation capability for items such as modification forms
- Mail capability
- Graphics capability
- FAX capability
- Ability to upgrade to newer operating systems
- Scanning capability

Security Personnel Qualifications

1. General

All security task personnel shall be functionally literate, demonstrate their ability to write reports and to assimilate information contained in the Bidders Library documents, as applies to each task. They must be proficient in reading and understanding written regulations and orders, and be able to compile reports which convey factual information. Personnel must possess good judgment, alertness, tact, self-reliance and the ability to effectively interface with the public. They must project a positive attitude and present a professional image at all times.

2. Security Requirements

- A. All personnel shall not have been convicted of any felony offense.
- B. The contractor shall be required to accomplish a thorough pre-employment investigation on all employees prior to selection of the employee to work on this contract. All employees must be able to obtain at least a SECRET security clearance. A TOP SECRET security clearance is required for positions so identified. The contractor must comply with the provisions of the National Industrial Security Program Manual. Upon favorable completion of the investigation and receipt of the DISCO Form 560, Letter of Consent, the contractor shall submit a clearance visitation letter to the COTR indicating the employee's security clearance level. Upon receipt of the clearance verification, the employee will be eligible to perform on this contract and a duty entry date may be established.
- C. The contractor shall provide LaRC with company drug testing policy, if one exists.

3. Standards of Conduct

The contractor shall be responsible for maintaining satisfactory standards of employee competency, conduct, appearance, and integrity.

Exhibit H

Security Uniform and Equipment Requirements

The contractor shall furnish and maintain in acceptable condition, all items of uniform and equipment necessary to perform work required by the contract, as discussed in these paragraphs.

1. **Equipment:** The contractor shall furnish each officer law enforcement grade equipment or equipment which meets or exceeds military standards (MILSPEC).
2. **Uniforms:** The contractor shall furnish complete uniforms for each officer and shift supervisor. The contractor will ensure each officer and shift supervisor is in proper uniform while on duty. The uniform for officers and supervisor will be standardized as listed below. The locksmith will wear industrial clothing suitable for performing assigned duties. The uniform for security officers and shift supervisors will consist of the following:
 - A. Shirt, long sleeve, white, plain
 - B. Shirt, short sleeve, white, plain
 - C. Slacks, dark blue
 - D. Jacket, dark blue with removable liner
 - E. NASA logo nameplates
 - F. Tie, plain dark blue
 - G. Belt, black leather 1"
 - H. Belt, utility either web or leather 2"
 - I. Shoes, black leather low quarter w/black laces
 - J. Shoes, black leather high top w/black laces (utility)
 - K. Socks, black
 - L. Overshoes, black rubber
 - M. Coat, black, heavyweight all weather
 - N. Flashlight, black metal
 - O. Misc. attachments to utility belt to hold radio, etc.
 - P. Headwear, dark blue, summer and winter.
 - Q. Gloves, black leather

Badge and Pass Office and Security Education employees will wear blazers and slacks or skirts that conform with standards and usage prescribed and in effect for similar positions in industry and in conformance with guidelines set forth above. No employee may enter on duty without approved apparel and accessories.

3. **Standards of Dress**
 - A. All Security Services' personnel are expected to keep their uniforms, accessories and equipment clean and in good repair.
 - B. Name plate shall be worn on the left pocket of the outermost garment. The name plate shall clearly state the individual's name and duty position.
 - C. Uniforms shall be properly tailored, if necessary, to ensure proper fit and appearance.

Security Firearm Requirements

1. The Government will provide firearms at contract award. When required, the contractor shall replace these firearms with similar models not less than 9mm nor greater than .35 magnum caliber. Standard, commercially manufactured ammunitions will be appropriate to the firearm. Firearms should be manufactured in the U.S.A., however, the use of foreign manufactured firearms of high quality may be authorized by the OSPS.
2. The use of personal weapons is prohibited. The use of weapons other than those described above (automatic rifles, shotguns, etc.) must be justified on a case by case basis and must be approved by the Chief of Security for LaRC. A 12 gauge, slide action shotgun is authorized for animal control (rabid animals).
3. Firearms shall be periodically inspected and kept in good working order by a qualified gunsmith. In addition, ammunition holsters and related equipment are periodically inspected for deterioration and maintained in good working order.

Exhibit J

Security Training Requirements

1. Training Requirements

The contractor shall provide each employee with eighty (80) hours of specialized and Center unique initial training (See paragraph 2 below). Additional specialized training will be required as listed below:

- A. Forty (40) hours of Emergency Services Control Center Training will be required for personnel prior to assuming the position of an Emergency Services Control Center Operator. Training will include response to Crimes, Security Incidents, Fires, and Medical Emergencies. Training will be comparable to that offered by Powerphone, Incorporated, during initial dispatcher certifications.
- B. Sixteen (16) hours annual in-service classroom training for all Security Officers.
- C. Four (4) hours semi-annual training for weapons proficiency and qualification. Security officers must meet the standards indentified in Code of Virginia, Chapter 27, Article 2, Title 9, Department of Criminal Justice Services, "Compulsory Training Standards for Private Security Persons," as well as NASA policy requirements for weapons certification.
- D. Minimum of a DOD and OSPS twenty-hour hours Personnel Security Adjudication course for Personnel Security Clerks.

2. Training Program

All contractor personnel must successfully complete an eighty (80) hour course of basic qualification training prior to being assigned initial duty. Qualification training shall include, but not limited to, the following subjects:

- A. General orientation
- B. Purpose and Principles of the NASA Security System
- C. NASA Security as it applies to LaRC
- D. Organization and functions of NASA, LaRC and the contractor
- E. Briefings on major security disciplines: Information, Security, Technology; Physical Security, Technical Security, Information Security, Personnel Security, and Communications Security.
- F. Specific duties of the contractor force including general orders, special and specific orders and individual post orders.
- G. Discipline and adherence to orders
- H. Employee and public relations, TQM and customer satisfaction
- I. NASA, LaRC and contractor communication procedures
- J. Operation and care of all security equipment
- K. Use of Force, limitations and legal implications on misuse of force
- L. First aid and CPR training

Prior to contract personnel being assigned fully independent duties, they must be tested and certified by the contractor. Certification will require that the results of all testing be in writing for examination by the NASA COTR during security survey reviews.

Exhibit K

Security Physical Fitness Requirements

1. Security Officer Requirements

Personnel providing support to the Center's physical security program are required to perform duties involving moderate to arduous physical exertion and must be able to withstand exposure to unusual and/or inclement weather conditions. To safely meet these tasks, minimum physical and mental standards have been established. These standards must be verified by a medical exam initially and annually thereafter. The following is a list of minimum physical and mental standards:

- A. Able to lift 40 pounds to waist height
- B. Run 100 yards in 40 seconds
- C. Climb a 15 foot ladder
- D. Possess eyesight that is correctable to at least 20/40 (Snellen) in each eye
- E. Normal field of vision in each eye, good depth perception, and ability to distinguish basic colors
- F. Close vision correctable to Jaeger Number 4 type test for both eyes
- G. Hearing loss shall be correctable to the following limitations:
 - (a) In the 1,000 to 3,000 hertz range, no more than 30 decibels loss in one ear with allowable greater loss in the other ear not to exceed 45 decibels.
 - (b) In the 4,000 to 6,000 hertz range, no more than 45 decibels loss in one ear with no limitation on the poorer ear.
- H. Be able to work long hours in difficult conditions, without relief, during times of emergencies.
- I. Have no impairment that would preclude the individual from carrying and using a firearm in their daily working environment or passing regularly scheduled firearm qualification testing.