MAIN/RMD/cmm
7020
26 May 1983

From: Base Maintenance Officer
To: Assistant Chief of Staff, Logistics
Via: Assistant Chief of Staff, Facilities

Subj: Interservice Support Agreement (ISSA) between Marine Corps Base and Personnel Support Activity Detachment

Ref: (a) Mtg btwn Mr. S. Parker, AC/S, Log and R. Dillon, BMainDiv of 24 May 1983
(b) AC/S, Log ltr LOG/SCP/vkd 7020 of 11 May 1983

1. As discussed during reference (a), the following changes to the subject ISSA are recommended.

a. Page 2 of Appendix II: Delete Category Code (SN) from the Real Property Maintenance item.

b. Page 5 of Appendix II: Delete Category Code (AW) Real Property Maintenance item in its entirety. This is a duplication of Code (AW) on Page 2 of the appendix.

2. The following cost data requested in reference (b) is provided:

Category Code	Cost
(AP) Utilities	
Electricity	$ 203.00/month
Steam	$ 372.00/month
Total	$ 575.00/month
(AW) Real Property Maintenance	$2,583.00/year
(BM) Entomology Services	$ 11.00/quarter

R. M. DILLON
By direction

ASSISTANT CHIEF OF STAFF, FACILITIES
HEADQUARTERS, MARINE CORPS BASE

DATE 13 MAY 83

TO:

BASE MAINT O	DIR, FAMILY HOUSING
PUBLIC WORKS O	DIR, UNACCOMPANIED PERS HSG
COMM-ELECT O	BASE FIRE CHIEF

ATTN: LT. Col. Calta

1. Attached is forwarded for info/action.

Please provide requested info by COB - ~~20~~ 25 MAY '83

2. Please initial, or comment, and return all papers to this office.

3. Your file copy

J. M. Fitzgerald
By direction

"LET'S THINK OF A FEW REASONS
WHY IT CAN BE DONE"

MCBCL 5216/21 (REV. 2-81)

3 14
14
6 25

ASSISTANT CHIEF OF STAFF, LOGISTICS
Marine Corps Base
Camp Lejeune, North Carolina 28542

LOG/SCP/vkd
7020
11 May 1983

From: Assistant Chief of Staff, Logistics
To: Distribution List

Subj: Interservice Support Agreement (ISSA)

Encl: (1) Proposed ISSA between Marine Corps Base and Personnel Support Activity Detachment

1. The enclosure is forwarded for your review, correction and concurrence. It is also requested that each addressee provide the cost data for each cognizant category code shown on the DD1144 (enclosure (1)).

2. Point of contact is Barbara Huffman, ext. 2535/2507.

S C Parker
S. C. PARKER
By direction

DISTRIBUTION:
RASC
AC/S, Comp
AC/S, Fac
AC/S, PSvc
AC/S, Trng
AC/S, Manp
PMO
Cont
Food
MTO
Prtg

SUPPORT AGREEMENT

1. DOCUMENT IDENTIFIER ("X" one)
[X] NEW [ ] REVIEW NO. ____ [ ] REVISION NO. ____ [ ] TERMINATION

2. SUPPLIER (Name, Office Symbol & complete address)
Commanding Officer
Marine Corps Base (MCB)
Camp Lejeune, NC 28542

GEOGRAPHICAL AREA OR COUNTRY CODE:

2a. MAJOR COMMAND CODE

2b. SUBORDINATE COMMAND CODE

3. PRESENT AGREEMENT NUMBER

3a. SUPERSEDED AGREEMENT NUMBER

4. TERMINATION DATE (Month and Year)

5. RECEIVER (Name, Office Symbol & complete address)
Personnel Support Activity Detachment
Hospital Point
Camp Lejeune, NC 28542

GEOGRAPHICAL AREA OR COUNTRY CODE:

5a. DODAAC/FEDSTRIP NUMBER

5b. MAJOR COMMAND CODE

5c. SUBORDINATE COMMAND CODE

6. SUPPORT AGREEMENT RESOURCE SUMMARY

a. CATEGORY CODES	SUPPLIER				
	b. MAN YEARS		c. GROSS ADDITIONAL COSTS		
	MILITARY	CIVILIAN	TOTAL	NON-REIMBURSEABLE	REIMBURSEABLE
AA					
AB					
AG					
AJ					
AM					
AO					
AP					
AU					
AV					
SY					
AW					
~~SH~~					
BA					
BB					
BC					
BM					
BV					
BW					
SN					
AC					
TOTAL					

6d. RECEIVER DATA (When applicable, provide similar data required in blocks 6a, b and c)
Continued on back

7. SAVINGS ACCRUED/COSTS INCURRED/MAN YEARS SAVED/EXPENDED TO FEDERAL GOVERNMENT

7a. SAVINGS	7b. COSTS	7c. MAN YEARS SAVED	7d. MAN YEARS EXPENDED
FY:	FY:	FY:	FY:

8. FUNDING AND REIMBURSEMENT ARRANGEMENT (Include all details concerning billing/reimbursement procedures, funding limitations, and the appropriate "billing/submit thru" addresses. Also list those references which specifically apply to the type of organization being supported.)

See Appendix II

DD 1144

ENCL (1)

9. GENERAL PROVISIONS *(Complete blank spaces)*: The following general provisions, as set forth in Chapter III, DOD 4000.19-M, apply to this agreement unless otherwise specified in "Remarks" block below:

a. The Receiving Activity will provide the Supplying Activity projections of support required to accomplish its mission. Significant changes in the Receiving Activity function, mission or support requirements will be submitted by the Receiving Activity in a manner that will permit timely modification of resource requirements.

b. It is the responsibility of each agency providing support under this agreement to bring any required or requested change in support to the attention of CG, MCB, CLNC prior to providing/reducing unilaterally such additional/reduced support.

c. Activities providing reimbursable support in this agreement will submit a monthly statement of costs to PSA, Charleston, SC for preparation of billing document, SF 1080.

d. Manpower required in support of this agreement which is subject to return to the lending activity upon termination of the agreement: N/A (Enter number or if no manpower is required, enter "None").

e. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as Congressional legislation, DOD directives, commercial utility rate increases, etc. The receiver will be notified immediately of such rate changes.

f. This agreement will be reviewed biennially at least 120 days prior to the anniversary date. It may be revised at any time upon the mutual consent in writing of the parties concerned.

g. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.

h. In case of mobilization or other emergency, this agreement will remain in force within supplier's capabilities, subject to normal cancellation provisions and will be subject to review at that time. This agreement will not be terminated if such action impairs the combat mission of the receiving activity as determined by higher headquarters.

10. REMARKS

Codes (cont)

AH
AI
AM
AX
SG/MG
BD
~~AW~~
SY
AY

11. COMPTROLLER CONCURRENCE *(Supplier Signature & Date)*	12. COMPTROLLER CONCURRENCE *(Receiver Signature & Date)*

13. TYPED NAME AND ORGANIZATION OF SUPPLIER APPROVING AUTHORITY	13a. SIGNATURE	13b. DATE
D. J. FULHAM, BRIG GEN, USMC COMMANDING GENERAL		
14. TYPED NAME AND ORGANIZATION OF RECEIVER APPROVING AUTHORITY	**14a. SIGNATURE**	**14b. DATE**

DD 1141

ENCL(1)

APPENDIX I

Interservice Support Agreement

I. Purpose. To outline the support and services to be provided by the Marine Corps Base {MCB}, Camp Lejeune, N.C., to the Personnel Support Activity Detachment, Camp Lejeune, N.C., {whose parent command is the Peronnel Support Activity, Charleston, S.C.} in accordance with the provisions of regulations and directives applicable to the support and services furnished as authorized by this agreement.

II. Authority. DOD 4000.19M, Defense Retail Interservice Support {DRIS} Manual.

III. Parties. Marine Corps Base {MCB}, Camp Lejeune, N.C., as party of the first part, herein after referred to as Host, and Personnel Support Activity Detachment, Camp Lejeune, N.C., herein after referred to as Tenant, hereby enter into mutual agreement covering the support and financial responsibilities of each party in connection with Tenant utilization of Marine Corps Base {MCB} services and facilities.

IV. Planning requirements. Tenant will provide Host with annual projections of requirement and coordinate with Host all planned new facilities and other changes which will substantially affect Base support requirements.

V. Reimbursement. Host will provide Tenant annual and quarterly estimates of reimbursable costs and will advise Tenant of substantial changes in estimated reimbursement rates and schedules.

VI. Facilities assigned Tenant. The tenant will exercise management control over those portions of Wing 12A, Bldg. H-1, Hospital Point, assigned for the dedicated use of the Personnel Support Activity Detachment offices.

VII. Effective date of agreement. This agreement shall become effective when signed by both parties and shall continue in effect until the date shown in Block Number 4 of the DD 1144, or until it is cancelled by mutual agreement of both parties. Both parties shall cause an annual review for modification/change of the contents herein.

APPENDIX II

Administrative and Logistical Support Services

Category of Support	Host Will	Tenant Will
{AA} Data Processing	On a non-reimbursable basis, receive prepunched data cards, prepare U. S. Treasury checks and money lists on a bi-monthly basis to support bi-monthly military pay days.	Provide pre-punched data cards and U.S. Treasury checks. Comply with local directives and procedures.
{AB} Finance and Accounting	Maintain required official records and submit accounting reports to local management and to higher echelon, in accordance with applicable directives. Provide Tenant with monthly reimbursable billings and status of reimbursable orders.	Comply with Host directives and local procedures.
{AG} Purchasing/ Contracting	On a non-reimbursable basis, provide purchasing/ contracting services, as required for procurement of non-standard items and services.	Comply with Host directives and procedures.
{AJ} Housing/Lodging	Provide quarters in the same manner as for Host personnel.	Comply with directives regarding the management, control, use and assignment of quarters.
{AM} Messing	Provide meals and use of facilities to Tenant personnel on same basis as Host personnel.	Adhere to Host regulations governing messing facilities.
{AO} Transportation	On a non-routine non-reimbursable basis, provide administrative vehicle support.	Utilize this service only when leased vehicle is not available or inoperable.
{AP} Utilities	Provide Tenant monthly billing for electrical services, steam service.	Reimburse Host for utilities services provided.

	water service, sanitary sewage service, and trash removal service. Billings will be rendered, based on engineering estimates for square footage occupied.	
{AU} Administrative Office Space	Provide office space, in accordance with Tenant mission programs and authorized manning. An area approximately 6982 S.F. in Building H-1, wing 12A. Provide use of shower facilities Building H-1, wing 13b. On a non-reimbasis the provisions of a test-site to accommodate approximately 100 candidates for Navy wide advancement examination. Examination will normally be administered on the first and second Tuesday and the first Thursday in March and September and one day in January. The space would be required from 0730 to 1145 seven times a year as indicated or announced.	Protect, maintain and keep in good order, the spaces assigned by the Host. Provide definite dates of Navy-wide Examination 30 days or earlier prior to scheduled administration.
{AV} Education {SY} Services	On a non-reimbursable basis, provide education services to eligible personnel	Comply with local procedures and directives.
{AW} Real Property ~~{SN}~~ Maintenance	On a non-reimbursable basis, provide normal cyclic maintenance. Provide engineering services or other techical assistance subject to the availability of personnel.	Reimburse Host for costs occasioned by Tenant's occupancy, including expenditures exceeding normal cyclical maintenance occasioned by negligence or any overt act of Tenant personnel, fair wear and tear excepted. Alterations of the buildings or portions thereof comprising this agree-

			Tenant shall consider necessary or desirable in connection with its use and occupancy shall be made only with the prior approval and consent of the Host and at the expense of the Tenant.
{BA}	Religious	Provide chaplain support and schedule religious services.	Comply with station directives and procedures.
{BB}	Safety	Provide the services of a safety officer. Conduct safety inspections and provide indoctrination and education program	Comply with safety directives and policies. Conduct inspection of own spaces and submit reports, as required. Designate an organization safety representative.
{BC}	Communication Services	Provide common/normal recurring telephone service, as required, on a reimbursable basis.	Reimburse Host for monthly telephone rental charges, directory assistance charges, and for costs of Tenant requested telephone installation and relocation services
{BM}	Entomology Services	On a reimbursable basis, provide insect and rodent control services.	Reimburse Host for services prodvided.
{BV}	Printing and Reproduction Services	On a reimbursable basis, provide duplication and reproduction services.	Reimburse Host for duplication and reproduction services provided.
{BW}	Disaster Preparedness	Provide destructive weather and disaster control assistance, as required.	Comply with disaster control and recovery plan of Host activity.
{SN}	Housing and Office Appli-	On a reimbursable basis, provide maintenance and	Reimburse Host for repair and main-

ances, Equipment and Furniture	repairs of government owned office furniture and equipment.	tenance costs.
{AC} Civilian Personnel Services	Provide in-processing and out-processing of Civilian Personnel assigned to tenent by Consolidated Civilian Personnel Office, Naval Base, Charleston, SC. Provide employee development {training} in the same manner as Host personnel.	Be provided other services and support to civilian personnel by and in accordance with CCPO, Naval Base, Charleston, directives to include employment, placement, classification, employee management services, labor management relations, personnel management and evaluation, personnel records maintenance, employee services, equal employment opportunity, grievances and appeals, processing career management programs and incentive programs.
{AH} Fire Protection	On a non-reimbursable basis provide operation of a fire protection and prevention program for the tenant to include the actual fire fighting equipment.	Comply with Host directives and procedures.
{AI} Police Services	Provide security and law enforcement as for other authorized agencies and personnel.	Comply with Host directives and procedures.
{AM} Food Services	Provisions, preparing, and serving of food to authorized personnel.	Adhere to Host regulations governing messing facilities.
{AX} Disposal Service	Provide for the process whereby excess/surplus property or refuse is collected and disposed of by such methods as destruction, operation of incinerators on trash and	Reimburse Host for services provided.

		waste recycling programs.	
{SG/MG}	Vehicle Maintenance	Provide for the supply maintenance and repair of commericial motor vehicle, includes all equipment which is an integral part of the vehicle.	Reimburse Host for vehicle support provided.
{BD}	Community Services	Provide facilities and services to include theatres, exchanges, sports and related equipment, officer/nco/enlisted clubs, libraries, youth activities, art & craft centers, areo & audio clubs, commissary, dependent schools, etc., for authorized personnel.	Adhere to Host directives governing the use of such facilities and equipment.
{AW}	Real Property Maintenance	Provide the maintenance, repair, cleanliness, and minor construction/alteration of real property, including, as appropriate, buildings, installed equipment, miscellaneous structures, roads and grounds, surfaced areas and other real property.	Reimburse Host for services provided as approptiate.
{SY}	Audiovisual Services	Provisions of audiovisual service.	Adhere to Host directives governing use of such facilities and equipment
{AY}	Admin Services	Provide for Headquarters BN to deliver PCS orders, and records and record members departure in duty log after 1630, weekends and holidays for Navy personnel who were assigned to the Chaplains office the Public Works office and the Boat Crew.	Notify Headquarters BN, Officer of the Day, in advance, when a Navy person assigned to the Chaplains officer the Public works office, or Boat Crew detaching and assistance is required. Orders and records of detaching person will be delivered to the Officer of the Day.

UTILITIES	
ELECTRIC	$ 203.00 monthly
STEAM	372.00 monthly
PEST CONTROL	11.00 quarterly(based on spraying once a quarter)
RPM	2,583.34 per year