

- 1. Objective:** To receive, issue, and store: Ammunition, Arms and Explosives (AA&E), Industrial Plant Equipment (IPE), and other government-owned items, (including, but not limited to, Trident Missiles, Mercury, and Vertical Launch System Ship Parts) in a safe, secure and environmentally sound manner. Support the JMC Modernization effort by expanding the Enterprise utilizing LMP and all approved, certified compliant applications to meet and exceed the JMC Business Requirements Transformation efforts.
- 2. Storage**
 - 2.1. Ammunition components, end items, and explosives received shall be stored in accordance with approved US Army Materiel Command (AMC) and Department of Defense (DOD) drawings (AMC Drawing 19-48-75-5 and Department of the Army Pamphlet 75-5, 15 Nov 84, Explosives – List of Storage and Outloading Drawings for Ammunition), and Department of the Army Pamphlet 385-64, 15 Dec 99, Safety – Ammunition and Explosives Safety Standards, chapter 4 and chapter 13, as well as all updates to these drawings/pamphlets. These items shall be segregated and identified using site location, grid location, lot number and condition code.
 - 2.2. The contractor shall store Industrial Plant Equipment (IPE), DF-2 and other government-owned items. Some items may be stored outdoors, while other items may require special conditions, such as protection from the elements, or hazardous material storage, or climate controlled warehousing. Only the Government Quality Assurance Specialists, Ammunition Surveillance (QASAS) will assign/approve condition code changes for A&E.
 - 2.3. Storage Planning and Management: The storage planning activity shall approve all on-post receipts locations using Reports of Shipment or an equivalent advance shipment notification document and any subsequent location changes to the item's initial storage location in accordance with (IAW) US Army Materiel Command Regulation (AMC-R) 740-25, 01 May 00, Storage and Supply Activities – Ammunition Stock Location System, chapter 1, paragraph 1-5.d.
 - 2.4. Storage Location Changes: IAW AMC-R 740-25, chapter 1, paragraphs 1-5.c., and 1-5.e., the storage planning activity shall provide approval before on-post location changes are accomplished. DA Form 4508 (Ammunition Transfer Record) or an equivalent document shall document and control on-post location changes. A central control register shall be maintained for tracking each Ammunition Transfer Records or equivalent materiel movement document processed. A minimum acceptable accuracy level, 98 percent, will be maintained for storage location records
 - 2.5. IAW AMC-R 740-25, Chapter 1, paragraphs 1-5.i., and paragraph 1-5.j., AMC Form 1385 (Magazine Data Card) or its equivalent document will be prepared and placed on ammunition stacks at the grid locations. The Magazine Data Card or its equivalent document will be present and accurate for current quantity and grid location.
 - 2.6. Storage Reporting: IAW Army Regulation (AR) 740-1, , 26 Aug 08, Logistics – Storage and Supply Activity Operations, chapter 4, Section I, paragraph 4-11 and Section II, paragraphs 4-12, 4-16, 4-17 and 4-19, no later than each month's fifth

- working day, AMSJM-LIS shall receive the previous month's storage posture identifying Gross Square Feet, Net Square Feet (NSF) and occupied NSF available for storage, data. (Example, May 2007 DD Form 805 would arrive at AMSJM-LIS NLT 7 June 2007).
- 2.7. Storage Practices: Storage locations, to the maximum extent possible, shall be free of debris in accordance with DA PAM 385-64, chapter 2, paragraph 2-6. Good housekeeping concepts (pest control, sweeping out of dirt, removal of trash, etc) will be used in storage locations. Loose components of ammunition, packing materials, conveyors, forklifts, skids, dunnage, empty boxes, and other similar material shall not be stored in a magazine containing ammunition or explosives. The contractor shall submit suggested rewarehousing efforts through the ACO staff to AMSJM-LIS for approval. No rewarehousing efforts shall proceed without AMSJM-LIS approval.
- 2.8. IAW AMC-R 740-25, chapter 1, paragraph 1-4.c., the contractor will maximize storage space. A list will be provided to the Commander annually, of all magazines with lots, with the same condition code and owner, which are fragmented among more than one magazine.
- 2.9. Repalletize Stored Stocks
- 2.9.1 The contractor shall provide a list of stocks recommended for repalletization to the Government each year in January, with the exception of the first January after contract award.
- 2.9.2 The repalletization list shall be comprehensive for all SMCA stocks at HWAD. NonSMCA stocks may be added to the list as a separate section.
- 2.9.3 The repalletization list shall be ranked by priorities developed by the contractor. Priorities may be based upon, but are not limited to, such factors as: safety in storage, stocks for known future shipments, stocks for long-term storage, stocks historically in high demand.
- 2.9.4 Joint Munitions Command (JMC) will review the list and determine which recommended lots (if any) will be repalletized that calendar year.
- 2.9.5 Repalletization recommendation list shall be provided through HWAD's Quality Assurance Division to JMC.
- 2.9.6 The contractor shall be responsible for repalletization of any lots not included on their annual recommendation list.
- 2.10 The contractor shall test maintain and repair lightning protection systems on all explosive operations and storage facilities/areas IAW DA PAM 385-64 and NFPA 780 (current versions of each as of the date of award of the contract, and all updates to both during the term of the contract). Contractor shall provide written or electronic summation of all lightning protection inspections, tests, and completed repairs to the Government QASAS and Safety Officer on a monthly basis. Documented results of inspections, tests and repairs shall be retained for the length of the contract and then turned over to new contractor. Results will be made available to government personnel as requested. Records may be disposed of as directed by DA PAM 385-64, with prior written concurrence by the Government ACO QA Division.
- 2.11 Contractor shall report the following information for all bulk propellant, bulk packed propellant components and separate loading propelling charges: NSN, Lot

number, and quantity to the Government QASAS in January of each year. DID DI-MISC-80193 (CDRL A054)

2.12 Cat I and II ammunition and explosive areas will be surrounded with security fencing. New chain-link fencing will not be programmed for Cat III and IV storage facilities unless it is determined necessary based on local threats, vulnerabilities and cost effectiveness. Standard details for chain-link fencing are addressed in USACE DEF design drawing 872-90-01.

2.13 The contractor shall program repairs to explosive operations and storage structures within 30 days of deficiency being noted (either from contractor or government inspections) and actual repairs shall be accomplished within 6 months. The contractor shall complete storage deficiency corrections within 90 calendar days of receipt of the inspection report.

2.14 Government Quality Assurance Specialist, Ammunition Surveillance (QASAS) Representative

2.14.1 The contractor shall make available electronic or printed copies of work schedules for all demil, renovation or maintenance operations to the Government QASAS at least 10 working days prior to commencing work. Overtime work forecasts for shipping and receiving operations will be provided to the Government representative 2 days prior to commencing work, except in emergencies.

2.14.2 The contractor shall make available stock status of all materiel in storage. The data elements required on read-only, query, data download and report generation capability include DODIC, NSN, lot number, owner, condition code, lot quantity, location, date of last inspection, type of last inspection, date of next inspection, , 4 defect codes fields, STL, and all component data fields. Monthly, the contractor will provide this data in an Excel format to the Government QASAS, the Supply Management Specialist and Logistics Management Specialist.

2.14.3 The contractor shall support the Government QASAS in locating materiel in storage, selecting samples (as directed by the QASAS) and packing/transporting them to and from inspection locations. This support shall include unpacking and repackaging of samples for test or visual inspection. The contractor shall provide enough transportation/manpower support so that QASAS can simultaneously operate up to four inspection bays during normal operating hours, and as required during overtime hours. This support shall follow a workload schedule developed by the Government QASAS. The contractor support shall include the capability to respond to high priority, short lead-time requests (emergencies, i.e., 999 shipments, war, etc.) on a 24-hour, 7-days-a-week basis and 10-hours per day, Monday through Thursday basis for routine workload.

2.14.4. The contractor shall provide a QASAS-approved safe, secure and environmentally compliant workspace, equipment, materials, and manpower for performing the actions necessary to complete unpack/pack/inspect/test ammunition and explosives at identified workload levels.

2.14.5 The contractor shall support the Government QASAS in unpacking and packing propellant stability program samples for shipment.

2.14.6 The contractor shall support the Government QASAS in unpacking and

- packing Stockpile Reliability Program samples for shipment.
- 2.14.7 The contractor shall incorporate any changes to the custodial records directed by the Government QASAS as a result of inspection, test or investigation. The contractor shall provide support for inputting QASAS-generated information into Depot Surveillance Records (DSRs) via the Munitions History Program (MHP) for all incoming ammunition/explosive receipts. Changes and input will be accomplished within 3 work days.
- 2.15 Support for Ammunition Stockpile Reliability Program (ASRP) and Ammunition Surveillance Program (ASP) is 4,000 lots per year. This includes all scheduled cyclic inspections (periodic inspections and safety-in-storage inspections) as well as unscheduled special inspections and preparation of ASRP function test/Propellant Stability Program samples.
- 2.16 The contractor shall provide calibration services for QA surveillance equipment, gages and instruments.
- 2.17 Annually, the contractor shall provide \$75,000, retail value, of packing, marking and unitization supplies to support the Government QASAS operations. The Government, as needed, will specify the supplies required. The contractor shall deliver the supplies within five business days of request, subject to availability.
- 2.18 The contractor shall be responsible for construction and removal of any temporary ramps or extensions that are required to place the IPE in storage. The contractor shall make any minor modifications to storage structures that would be required to store IPE at Hawthorne Army Depot. Minor modifications would include, but will not be limited to, removal of interior non-load bearing walls or removal/replacement of doors. The contractor shall not be responsible for construction of new buildings or major renovations that may be required to store the IPE. If new construction or major renovation is required, the Government will write, compete and execute a separate contract for the buildings or renovations.

3. Issuing

- 3.1 The contractor shall issue AA&E and other government controlled items (such as, but not limited to, IPE, chlorine, mercury) as requested by issuing authorities in accordance with Army Regulation (AR) 725-50, 15 Nov 95, Requisition and Issue of Supplies and Equipment – Requisitioning, Receipt, and Issue, System, chapter 4. Requisitions may be received through the Logistics Modernization Program (LMP). A locally created document (such as DD250, DA1149) may be required in cases where the requisition is requested telephonically, by e-mail or by other means of communication. The issuance of out-bound material includes: traffic management, loading, tallying, inspecting, handling, and blocking and bracing in accordance with (IAW) applicable out-loading drawings and Department of Transportation (DOT) regulations. Also included is placarding of conveyances, to include document processing. (Note: conveyances may apply to Continental United States (CONUS) and/or Outside the Continental United States (OCONUS) shipment by container, truck, air, rail or vessel
- 3.2 The contractor shall be responsible to coordinate with Government Quality Assurance for clearing AA&E shipments, loading conveyances, material handling equipment (MHE), verification of material and related documentation, ensuring proper conveyance, placarding, blocking and bracing, sealing and completing

documentation related to those functions. Upon receipt of conveyance, the contractor will perform the required security inspecting. The contractor shall inspect conveyance for issuance of the DD626, issue the DD626, move material from storage, load conveyance, block and brace IAW the applicable drawing(s) and DOT regulations. The contractor shall present the proper documentation to the transportation agent and ensure the proper documentation is with the shipment. Material may be moved to a staging area prior to loading or the conveyances may be loaded from the storage locations. Upon receipt of the conveyance, the contractor shall arrange for support from Government QASAS.

3.3 During the issuing process, if any shortages/overages, damaged material, missing seals, miss-marked packages, or any other abnormal conditions are found, the contractor shall notify the Government QASAS immediately. The QASAS will take command of the situation.

3.4 The contractor shall properly and promptly update LMP on-hand balances in accordance with AR 725-50, chapter 4, and use the appropriate transaction to close out the sales order in LMP no later than three (3) days after the actual physical shipment in accordance with US Army Materiel Command Regulation (AMC-R) 740-27, 10 Apr 09, Storage and Supply Activities – Ammunition Inventory and Accountability, chapter 4, paragraph 4-4..

3.5 The contractor shall be responsible for construction and removal of any temporary ramps or extensions that are needed to load conveyances. The contractor is responsible for supplying all equipment that may be needed for loading conveyances.

3.6 The contractor shall be responsible for any required escort of conveyances. The contractor shall correct packaging defects prior to shipment. This includes, but is not limited to, broken or damaged pallets, damaged wood boxes, banding, correction of incidental marking and labeling defects, and application of pallet placards for assets in all condition codes.

3.7. The contractor shall disassemble, make structural modifications, and/or demolish structures to remove IPE, if necessary. The contractor shall repair the buildings, unless there is no expected future use for the building. If there is no expected future use for the building, the contractor shall only secure or repair the building to prevent unauthorized access.

3.8 The contractor shall perform packaging, Crating and Handling (PC&H) to material as required for shipping in order to meet compliance with DOT and Army shipping requirements.

4. Receiving

4.1 The contractor shall receive AA&E, IPE, and other government-owned items to an agreed upon maximum. The receipt of in-bound materiel includes: traffic management, offloading, tallying, inspecting, handling, and stowing, as well as document processing.

4.2 The contractor shall be responsible to unload carriers' equipment, check, sort, and place materiel in proper storage and complete documentation related to those functions. The contractor shall open transport vehicles, remove blocking, bracing and cushioning materiel, and unload the vehicles at receiving locations. Upon receipt of shipment contractor shall arrange for support from Government QASAS. The

contractor must notify the Government of all over, short, or damaged shipments when received. DID DI-MGMT-80389B (CDRL A042); DID DI-MGMT-80503 (CDRL A045); DID DI-MGMT-80973 (CDRL A048)

4.3 Upon receipt, the contractor shall immediately verify that the seals are intact and inspect for any signs of damage or tampering. If there are any such signs, there must be an immediate inventory to verify quantities received and to determine the extent of any damage or tampering on all shipments. An inventory report of damaged/tampered with shipments, outlining date of receipt/item/quantity/extent of damage, shall be provided to the ACO Security Officer by the end of the day on which the affected shipment was received. If the seals are intact, quantity verification must take place by the next working day.

4.4 The contractor shall correct packaging defects before storage when it prevents safe storage. This includes, but is not limited to, broken or damaged pallets, damaged wood boxes, banding, correction of incidental marking and labeling defects, and application of pallet placards for all assets.

4.5 The contractor shall maintain an electronic arrivals log and assign a Receipt Control Number (RCN) for Ammunition and Explosives (A&E) shipments received upon the conveyance's arrival in accordance with AMC-R 740-27, chapter 4.

4.6 The contractor shall be responsible for construction and removal of any temporary ramps or extensions that are needed to unload the IPE. The contractor is responsible for supplying all equipment that may be needed for unloading IPE.

5. Transportation

The contractor shall comply with DOD 4500.9-R Defense Transportation Regulation(DTR), DOD 5100.76-M (Physical Security of Sensitive, Conventional Arms, Ammunition, and Explosives, the Department of Transportation (DOT) regulations specifically Code of Federal Regulations (CFR) Title 49, other related governmental directives, and directions of Administrative Contracting Officer (ACO) and/or Installation Transportation Officer (ITO) as ACO representative, when shipping and receiving materiel, preparing routing requests, using the Global Freight Management (GFM)/Electronic Transportation Acquisition (ETA) System, and when preparing outbound documentation including the Commercial Bill of Lading (CBL/BOL). The CFR Title 49 and The Bureau of Explosives (BOE) 6000 are the DOT law for transportation of HAZMAT.

5.1 The contractor shall order carrier equipment from carriers designated by routings obtained from the Military Surface Deployment and Distribution Command (SDDC), Freight Traffic Rules Publication No. 1C (MFTRP No.1C) or latest version of freight traffic rules.

5.1.1 The contractor shall schedule, coordinate, and ensure carrier equipment is positioned, in a timely manner, for loading or out-loading, including carrier equipment so as to avoid additional charges to the military services.

5.1.2 The contractor shall distribute freight equitably using best value practices and maintain automated shipping history data related to shipments of all material. The contractor shall document and report carrier shipment refusals, late deliveries, supplying improper equipment, etc., IAW DOD 4500.9-R, Part II, Defense Transportation Regulation, Chapter 207, Carrier Performance.

- 5.1.3 The contractor shall apply transportation protective services (TPS) on outbound loads and report failure of other shippers or carriers to apply required TPS on inbound loads IAW DOD 4500.9-R, Part II.
- 5.1.4 The contractor shall verify driver's identification, company affiliation authentication, and security clearance prior to release of shipment.
- 5.2 Reports. The contractor shall provide the following reports to the ACO on the schedule specified.
 - 5.2.1 Quarterly Exemption Usage (EU) report detailing number of shipments and usage of DOT Special Permits, CAA's and COE's.
 - 5.2.2 Monthly Commercial Security Escort Vehicles (CSEV) report detailing transportation costs required when shipping Security Risk Category I material.
 - 5.2.3 Monthly Transportation Discrepancy Report (TDR) identifying all TDRs, Letters of Warning and Letters of Non-use issued during the previous month.
- 5.3 Freight containers shall only be used for out loading requirements. The contractor shall use only 20 foot long American National Standards Institute/International Organization for Standards (ANSI/ISO) freight containers, and/or 20 foot long MILVANS. The contractor shall have the capability to load containers on conveyance and provide information IAW DID DI-PACK-80877A (CDRL A049) and DOD 4500.9-R, DTR Part III Mobility, Chapter 302 to provide outloading/receiving capabilities. Specific outloading information is required yearly IAW DTR DOD 4500.9-R, Vol III. The contractor is required to update the DD Form 1726, Military Installation Outloading and Receiving Capabilities Report. Submission is unclassified and may be issued online at <http://www.sdcc.army.mil>.
- 5.4 The Government Installation Transportation Officer (ITO) or designated Administrative Contracting Officer (ACO) representative has the authority to specify the mode or method for shipments which may occur during emergency, surge, or mobilization periods, or as directed by higher headquarters.
- 5.5 Secure holding will be granted to motor shipments for temporary parking of Hazardous Class Division 1.1 through 1.6, providing security for such shipments IAW DTR and JMC Secure Hold Policy and meeting explosive safety criteria. The contractor shall prepare Standard Operating Procedures (SOP) IAW DTR Chapter 205, and DOD 6055.9-STD, and have it on file for government review.
- 5.6 All export shipments (with the exception of Foreign Military Sale (FMS), unless mandated of DoD owned material at the freight container level require Radio Frequency Identification (RFID) tags IAW DTR 4500.9-R, Part II and DOD RFID Policy dated 30 July 2004, or the latest revision thereof.
 - 5.6.1 Attach the magnetic mounting bracket to the plastic mounting sleeve prior to shipment.
 - 5.6.2 Create an RF tag in appropriate format for each container departing the installation going into theater.
 - 5.6.3 Apply tag to the container by positioning on the door behind the locking bar device so it will not easily be knocked off.
 - 5.6.4 Feed RF tag data to the Intransit Visibility (ITV) server to include license plate, commodity, and Transportation Control and Movement Document (TCMD) data.

5.7 Shipments of field service stock shall be checked to assure compliance with inspection and certification requirements of current approved DOD 4140.01-M-1, Phytosanitary Requirements for Wood Packaging Material, (and all updates).

5.8 Contractor shall ensure shipping coordinator and HAZMAT certifiers of outbound shipments maintain certification necessary to certify Government shipments by all modes of transportation as mandated by CFR Title 49. Keep hazardous material certification training records as required in IAW CFR Title 49, DOD 4500.9-R, Part II, and TM 38-250.

5.9 The contractor shall monitor all inbound and outbound shipments utilizing web based systems DTTS, GTN, or IRRIS. The contractor shall be responsible for detention or demurrage related to truck or rail delays in loading or unloading if the contractor is at fault. Railcars will be ordered using the most current method or site as directed by SDDC. The contractor shall track incoming and outgoing railcars and shall notify the Walker River Paiute Tribe at least 24 hours in advance of when cars will pass through the Reservation.

5.10 The contractor shall electronically send the Global Freight Management (GFM) system shipment data needed to complete a bill of lading document per agreed formats and transmission protocols.

5.11 The contractor shall electronically send all data required to DTTS II/IRRIS on all shipments, export or CONUS, in order to generate a Report of Shipment (REPSHIP) per the Defense Transportation Regulation (DTR), DOD Regulation 4500.9-R, Part II—Cargo Movement.

5.12 Automated Identification Technology (AIT). The contractor shall operationally integrate Automated Identification Technology (AIT) into all ammunition management processes to include but not be limited to receipt, storage management, and shipping. These functions shall be accomplished via the client-server based Munitions Total Management System – Field Module (MTMS–FM) and in the future after LMP D3 deployment, with LMP and the web-based MTMS-FM. Licenses and Certificates of Networkiness (CONs) will be obtained by the Government for all Ammunition Depot Automation applications in use by the contractor. In addition, when utilizing MTMS-FM or LMP, the following shall also be accomplished:

5.12.1 2D Bar Code Labels shall be applied to all ammunition pallets for all ammunition shipments either containerized or break-bulk.

5.12.2 The contractor shall report and document all MTMS-FM trouble calls/issues via the provided JMC ADA PMO Configuration Control Board (CCB) website.

5.12.3 The Government will host training events as the MTMS-FM software is configured to be a web-based application. These events will occur at various locations but likely in Lexington, KY or at HQ JMC, Rock Island, IL. The contractor shall provide representation at these events which will afford familiarity with the software.

6. Accountability/Reporting

6.1 The contractor shall maintain custodial records in accordance with AMC-R 740-27. The contractor shall maintain custodial documentation in electronic format for the movement and storage of all materiel received, stored, in transit, and issued. The contractor shall create a two-year audit trail in the LMP

transaction history records and shall maintain a two-year history of data received, stored or issued at HWAD for the life of the contract.

6.2 The contractor's custodial records shall reflect the physical location of materiel under their control and all materiel under the contractor's control is represented in the custodial records. The data elements used for accuracy checks include national stock number, ownership, lot/serial number, condition code, quantity, building and grid. For Category I ammunition the verification interval is semi-annual and for all other categories of AA&E, the interval is annual. DID DI-MGMT-80441 (CDRL A043); DID DI-MGMT-80441 (CDRL A044); DID DI-MISC-80209 (CDRL A053)

6.3 The contractor shall manually and electronically receive and electronically send all updates to the custodial records in MILSTRIP/MILSTRAP format to the Government accountable property officer. The contractor shall post FEDLOG updates within 2 working days of receipt.

Contract Data Requirements List (CDRL) and Data Item Descriptions (DID) required for the MILSTRIP/MILSTRAP transactions are listed below:

CDRL	TITLE	DID
A040	Materiel Release Denial	DI-MGMT-80389B
A041	Materiel Adjustment Document MILSTRIP	DI-MGMT-80389B
A042	Material Receipt Documentation	DI-MGMT-80389B
A043	Physical Inventory (count) Document or Custodial Balance Report	DI-MGMT-80441
A044	Property Accountability	DI-MGMT-80441
A045	Report of Shipping (item) and Pkg Disc	DI-MGMT-80503
A046	Reply to Cancellation Request	DI-MGMT-80389B
A047	Materiel Release Confirmation	DI-MGMT-80389B
A048	Materiel Ownership Transfer (in place)	DI-MGMT-80389B
A053	Ammunition Seviceability and Lot # Report (WARS)	
A054	Listing of Bulk Propellant and Propelling Charges	DI-MISC-80193

6.4 The contractor shall post all adjustments (gains or losses) to custodial records. DID DI-MGMT-80973 (CDRL A041)

6.5 The contractor shall maintain a computer data base for all Industrial Plant Equipment (IPE) and Vertical Launch System (VLS) Ship Parts. The contractor shall allow the Government Property Administrator real time access to the approved Property Control Data Base.

7. Ammunition and Explosive Operations Handling Training

7.1 At a minimum, all contractor personnel involved in ammunition and explosives operations/ planning will be trained and certified in accordance with AMC- R 350-4, Appendixes A, B, and C .