

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER W81W3G-4063-2009		PAGE 1 OF 27	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER W912DR-04-T-0034	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME WILLIAM EPPS		b. TELEPHONE NUMBER (No Collect Calls) 410-962-5610		6. SOLICITATION ISSUE DATE 11-Mar-2004	
9. ISSUED BY USAED - BALTIMORE 10 SOUTH HOWARD STREET BALTIMORE MD 21201		CODE W912DR		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> SET ASIDE: 100% FOR <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A)		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
TEL: FAX:		SIC: 7349 SIZE STANDARD: 14.0M		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING		12. DISCOUNT TERMS	
15. DELIVER TO RE DIV MILITARY PROJECTS SUP DELL JACKSON PO BOX 1715 BALTIMORE MD 21203-1715 TEL: 410-962-4723 FAX:		CODE E1N0900		16. ADMINISTERED BY		CODE	
17a. CONTRACTOR/ OFFEROR		CODE		18a. PAYMENT WILL BE MADE BY		CODE	
TEL.		FACILITY CODE					
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES		21. QUANTITY		22. UNIT	
		SEE SCHEDULE				23. UNIT PRICE	
						24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA						26. TOTAL AWARD AMOUNT	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)			
				TEL: EMAIL:			
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED				33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		34. VOUCHER NUMBER	
						35. AMOUNT VERIFIED CORRECT FOR	
32b. SIGNATURE OF AUTHORIZED GOVT. REPRESENTATIVE		32c. DATE		36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER	
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT				38. S/R ACCOUNT NUMBER		39. S/R VOUCHER NUMBER	
						40. PAID BY	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE		42a. RECEIVED BY (Print)			
				42b. RECEIVED AT (Location)			
				42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS	

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	BASE YEAR JANITORIAL SERVICE FFP Furnish all Materialls, labor and Equipment Necessary to Provide Janitorial Services at the Following Location: U.S. Armed Forces Recruiting Office (Station Commander), 2918 WILLIAM PENN HIGHWAY, PALMER (EASTON), PA - LSE # 03-442 SF:523 Frequency of Performance: 2 Days per Week (Tuesday and Thursday except Federal Holidays) POC (REQUESTOR) DELL JACKSON (410)962-4723 POC (VENDOR) POC (CONTRACTING OFFICE) WILLIAM EPPS (410)962-5610 PURCHASE REQUEST NUMBER: W81W3G-4063-2009	6	Months		

NET AMT

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002 OPTION	OPTION YEAR 1 JANITORIAL SERVICE FFP Furnish all Materialls, labor and Equipment Necessary to Provide Janitorial Services at the Following Location: U.S. Armed Forces Recruiting Office (Station Commander), 2918 WILLIAM PENN HIGHWAY, PALMER (EASTON), PA - LSE # 03-442 SF:523 Frequency of Performance: 2 Days per Week (Tuesday and Thursday except Federal Holidays) POC (REQUESTOR) DELL JACKSON (410)962-4723 POC (VENDOR) POC (CONTRACTING OFFICE) WILLIAM EPPS (410)962-5610 PURCHASE REQUEST NUMBER: W81W3G-4063-2009	12	Months		

NET AMT

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003 OPTION	OPTION YEAR 2 JANITORIAL SERVICE FFP Furnish all Materialls, labor and Equipment Necessary to Provide Janitorial Services at the Following Location: U.S. Armed Forces Recruiting Office (Station Commander), 2918 WILLIAM PENN HIGHWAY, PALMER (EASTON), PA - LSE # 03-442 SF:523 Frequency of Performance: 2 Days per Week (Tuesday and Thursday except Federal Holidays) POC (REQUESTOR) DELL JACKSON (410)962-4723 POC (VENDOR) POC (CONTRACTING OFFICE) WILLIAM EPPS (410)962-5610 PURCHASE REQUEST NUMBER: W81W3G-4063-2009	12	Months		

NET AMT

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004 OPTION	OPTION YEAR 3 JANITORIAL SERVICE FFP Furnish all Materialls, labor and Equipment Necessary to Provide Janitorial Services at the Following Location: U.S. Armed Forces Recruiting Office (Station Commander), 2918 WILLIAM PENN HIGHWAY, PALMER (EASTON), PA - LSE # 03-442 SF:523 Frequency of Performance: 2 Days per Week (Tuesday and Thursday except Federal Holidays) POC (REQUESTOR) DELL JACKSON (410)962-4723 POC (VENDOR) POC (CONTRACTING OFFICE) WILLIAM EPPS (410)962-5610 PURCHASE REQUEST NUMBER: W81W3G-4063-2009	12	Months		

NET AMT

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0005		12	Months		
OPTION	OPTION YEAR 4 JANITORIAL SERVICE FFP Furnish all Materials, labor and Equipment Necessary to Provide Janitorial Services at the Following Location: U.S. Armed Forces Recruiting Office (Station Commander), 2918 WILLIAM PENN HIGHWAY, PALMER (EASTON), PA - LSE # 03-442 SF:523 Frequency of Performance: 2 Days per Week (Tuesday and Thursday except Federal Holidays) POC (REQUESTOR) DELL JACKSON (410)962-4723 POC (VENDOR) POC (CONTRACTING OFFICE) WILLIAM EPPS (410)962-5610 PURCHASE REQUEST NUMBER: W81W3G-4063-2009				

NET AMT

FOB: Destination

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	N/A
0005	N/A	N/A	N/A	N/A

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
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0001	POP 01-APR-2004 TO 30-SEP-2004	N/A	RE DIV MILITARY PROJECTS SUP DELL JACKSON PO BOX 1715 BALTIMORE MD 21203-1715 410-962-4723 FOB: Destination	E1N0900
0002	POP 01-OCT-2004 TO 30-SEP-2005	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	E1N0900
0003	POP 01-OCT-2005 TO 30-SEP-2006	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	E1N0900
0004	POP 01-OCT-2006 TO 30-SEP-2007	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	E1N0900
0005	POP 01-OCT-2007 TO 30-SEP-2008	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	E1N0900

CLAUSES INCORPORATED BY REFERENCE

52.212-4	Contract Terms and Conditions--Commercial Items	OCT 2003
52.214-34	Submission Of Offers In The English Language	APR 1991
52.214-35	Submission Of Offers In U.S. Currency	APR 1991
52.217-5	Evaluation Of Options	JUL 1990
52.217-8	Option To Extend Services	NOV 1999
52.219-1	Small Business Program Representations	APR 2002
52.219-3	Notice of Total HUBZone Set-Aide	JAN 1999
52.219-6	Notice Of Total Small Business Set-Aside	JUN 2003
52.219-6 Alt I	Notice of Total Small Business Set-Aside (Jun 2003) - Alternate I	OCT 1995
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-41	Service Contract Act Of 1965, As Amended	MAY 1989
52.233-3	Protest After Award	AUG 1996
52.237-3	Continuity Of Services	JAN 1991
52.242-15	Stop-Work Order	AUG 1989
52.243-5	Changes and Changed Conditions	APR 1984
52.246-1	Contractor Inspection Requirements	APR 1984
52.247-34	F.O.B. Destination	NOV 1991
52.253-1	Computer Generated Forms	JAN 1991
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Required Central Contractor Registration Alternate A	NOV 2003
252.219-7011	Notification to Delay Performance	JUN 1998
252.225-7001	Buy American Act And Balance Of Payments Program	APR 2003
252.225-7002	Qualifying Country Sources As Subcontractors	APR 2003
252.225-7016	Restriction On Acquisition Of Ball and Roller Bearings	APR 2003
252.232-7003	Electronic Submission of Payment Requests	JAN 2004

252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.246-7000	Material Inspection And Receiving Report	MAR 2003

CLAUSES INCORPORATED BY FULL TEXT

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (JAN 2004)

(a) North American Industry Classification System (NAICS) code and small business size standard. The NAICS code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) Submission of offers. Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--

- (1) The solicitation number;
 - (2) The time specified in the solicitation for receipt of offers;
 - (3) The name, address, and telephone number of the offeror;
 - (4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;
 - (5) Terms of any express warranty;
 - (6) Price and any discount terms;
 - (7) "Remit to" address, if different than mailing address;
 - (8) A completed copy of the representations and certifications at FAR 52.212-3;
 - (9) Acknowledgment of Solicitation Amendments;
 - (10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and
 - (11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.
- (c) Period for acceptance of offers. The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.
- (d) Product samples. When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during preaward testing.

(e) Multiple offers. Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.

(f) Late submissions, modifications, revisions, and withdrawals of offers:

(1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.

(2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--

(A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or

(B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(C) If this solicitation is a request for proposals, it was the only proposal received.

(ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identity of the person requesting withdrawal is established and the person signs a receipt for the offer.

(g) Contract award (not applicable to Invitation for Bids). The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) Multiple awards. The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for

quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(i) Availability of requirements documents cited in the solicitation. (1) The Index of Federal Specifications, Standards and Commercial Item Descriptions and the documents listed in it may be obtained from the General Services Administration, Federal Supply Service Bureau, Specifications Section, Suite 8100, 470 L'Enfant Plaza, SW, Washington, DC 20407 ((202) 619-8925).

(2) The DOD Index of Specifications and Standards (DODISS) and documents listed in it may be obtained from the Standardization Documents Desk, Building 4D, 700 Robbins Avenue, Philadelphia, PA 19111-5094 (telephone (215) 697-2569).

(i) Availability of requirements documents cited in the solicitation. (1)(i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--GSA Federal Supply Service Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) The DoD Index of Specifications and Standards (DoDISS) and documents listed in it may be obtained from the--Department of Defense Single Stock Point (DoDSSP), Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.

(i) Automatic distribution may be obtained on a subscription basis.

(ii) Order forms, pricing information, and customer support information may be obtained--

(A) By telephone at (215) 697-2667/2179; or

(B) Through the DoDSSP Internet site at <http://dodssp.daps.mil>.

(3) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication, or maintenance.

(j) Data Universal Numbering System (DUNS) Number. (Applies to all offers exceeding \$25,000, and offers of \$25,000 or less if the solicitation requires the Contractor to be registered in the Central Contractor Registration (CCR) database. The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS +4" followed by the DUNS or DUNS +4 number that identifies the offeror's name and address. The DUNS +4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see FAR Subpart 32.11) for the same parent concern. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. An offeror within the United States may contact Dun and Bradstreet by calling 1-866-705-5711 or via the internet at <http://www.dnb.com>. An offeror located outside the United States must contact the local Dun and Bradstreet office for a DUNS number.

(k) Central Contractor Registration. Unless exempted by an addendum to this solicitation, by submission of an offer, the offeror acknowledges the requirement that a prospective awardee shall be registered in the CCR database prior to award, during performance and through final payment of any contract resulting from this solicitation. If the Offeror does not become registered in the CCR database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Offeror. Offerors may obtain

information on registration and annual confirmation requirements via the Internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.

(l) Debriefing. If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:

- (1) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.
- (2) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.
- (3) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.
- (4) A summary of the rationale for award;
- (5) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.
- (6) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

(End of provision)

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (JAN 2004) (DEVIATION)

(a) Comptroller General Examination of Record. The Contractor agrees to comply with the provisions of this paragraph (a) if the contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records-Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to the right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times, the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(b) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (i) through (vi) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause--

(i) 52.219-8, Utilization of Small Business Concerns (October 2000) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$500,000 (\$1,000,000 for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(ii) 52.222-26, Equal Opportunity (April 2002) (E.O. 11246).

(iii) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (December 2001) (38 U.S.C. 4212).

(iv) 52.222-36, Affirmative Action for Workers with Disabilities (June 1998) (29 U.S.C. 793).

(v) 52.222-41, Service Contract Act of 1965, as Amended (May 1989), flow down required for all subcontracts subject to the Service Contract Act of 1965 (41 U.S.C. 351, et seq.).

(vi) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (April 2003) (46 U.S.C. Appx 1241 and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(c) While not required, the contractor May include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within Sixty (60) days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least Sixty (60) days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed September 30, 2008.

(End of clause)

52.222-22 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS (FEB 1999)

The offeror represents that --

(a) () It has, () has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation;

(b) () It has, () has not, filed all required compliance reports; and

(c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

(End of provision)

52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (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-Fringe Benefits

janitor @ \$12.49 per hour.

(End of clause)

52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond [September 30, 2004](#). The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond [September 30, 2004](#), until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://farsite.hill.af.mil>

(End of provision)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

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

<http://farsite.hill.af.mil>

(End of clause)

252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE ACQUISITIONS OF COMMERCIAL ITEMS (JAN 2004) (DEVIATION)

(a) In addition to the clauses listed in paragraph (b) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items (DEVIATION) clause of this contract, the Contractor shall include the terms of the following clause, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

- 252.225-7014 Preference for Domestic Specialty Metals, Alternate I (APR 2003) (10 U.S.C. 2533a).
- 252.247-7023 Transportation of Supplies by Sea (MAY 2002) (10 U.S.C. 2631)
- 252.247-7024 Notification of Transportation of Supplies by Sea (MAR 2000) (10 U.S.C. 2631)

(End of clause)

252.225-7000 BUY AMERICAN ACT--BALANCE OF PAYMENTS PROGRAM CERTIFICATE (APR 2003)

(a) Definitions. Domestic end product, foreign end product, qualifying country, and qualifying country end product have the meanings given in the Buy American Act and Balance of Payments Program clause of this solicitation.

(b) Evaluation. The Government--

(1) Will evaluate offers in accordance with the policies and procedures of Part 225 of the Defense Federal Acquisition Regulation Supplement; and

(2) Will evaluate offers of qualifying country end products without regard to the restrictions of the Buy American Act or the Balance of Payments Program.

(c) Certifications and identification of country of origin.

(1) For all line items subject to the Buy American Act and Balance of Payments Program clause of this solicitation, the offeror certifies that--

(i) Each end product, except those listed in paragraph (c)(2) or (3) of this provision, is a domestic end product; and

(ii) Components of unknown origin are considered to have been mined, produced, or manufactured outside the United States or a qualifying country.

(2) The offeror certifies that the following end products are qualifying country end products:

(Line Item Number Country of Origin)

(Country of Origin)

(3) The following end products are other foreign end products:

(Line Item Number)

(Country of Origin) (If known)

(End of provision)

JAN STATEMENT OF WORK

The following addresses awards of janitorial contracts to the Spouses of recruiters/commanding officers at recruiting stations. It is the opinion of our District Counsel that the award of such Contracts are in derogation of the FAR (Federal Acquisition Regulation) and DOD Directive 5500.7R JER (Joint Ethnic Regulation) Dated: 30 August 1993. FAR 3.601 forbids a contracting officer from knowingly awarding a contract to a Government employee. DOD Directive 5500.7R, Section 2635.402 (b) (2), states that the private Financial interest of a spouse, dependent child, and any household Members are treated as private financial interest of DA personnel. The stated reason for both the FAR provision and the DOD Directive Is to avoid any conflict of interest that might arise between the Employees' interests and their Government duties, and to avoid the Appearance of favoritism or preferential treatment by the Government Toward its' employees. Accordingly, award of these contracts to Family members of recruiters/commanding officers would at least give the appearance of a conflict of interest. Any known instance of any Such award shall be brought to the attention of the Contracting Division, ATTN: Contracts Branch, P.O. Box 1715, Baltimore, Maryland 21203-1715.

" UPON THE END OF THE CONTRACTED TERM, WHETHER BY FORCED CANCELLATION OF THE ACTUAL CONTRACTED TERMINATION DATE, THE BALTIMORE DISTRICT CORPS OF ENGINEERS REQUEST THAT ALL KEYS BE RETURNED TO THE RIGHTFUL RECRUITING OFFICES ASAP. SHOULD CONTRACTORS CURRENTLY CLEANING A SPECIFIC RECRUITING OFFICE BE NOTIFIED FROM THE CONTRACTING DIVISION, CORPS OF ENGINEERS THAT THEIR COMPANY HAS BEEN AWARDED THE CONTRACT FOR ANOTHER 1 YEAR TERM, KEYS MAY REMAIN WITH THE JANITORIAL CONTRACTOR. HOWEVER, IF BY 30 SEPTEMBER NOTIFICATION HAS NOT BEEN RECEIVED FROM THE CONTRACTING DIVISION, IMMEDIATE ARRANGEMENTS MUST BE MADE TO HAVE THE KEYS RETURNED. FAILURE TO RETURN THE KEYS WILL RESULT IN THE CORPS OF ENGINEERS RE-KEYING (WHICHEVER IS NECESSARY) ALL RECRUITING STATION LOCKS WITH THE COST BEING SUBTRACTED FROM THE JANITORIAL CONTRACTORS' LAST PAYMENT. SHOULD A CONTRACTOR'S ATTEMPTS TO CONTACT THE RECRUITERS BE UNSUCCESSFUL, PLEASE NOTIFY THE CORPS OF ENGINEERS, REAL ESTATE DIVISION, Ms. DELL JACKSON AT (410) 962-4723 IMMEDIATELY FOR GUIDANCE."

SUPPLIES TO BE FURNISHED BY THE CONTRACTOR:

TOILET TISSUE, PAPER TOWELS, SOAP AND TRASH CAN LINERS

ATTACHMENTS:

1. STATEMENT OF WORK
2. WAGE DETERMINATION DECISION OF THE SECRETARY OF LABOR IS APPLICABLE FOR THIS REQUIREMENT. WHEN RECEIVED, THEY WILL BE INCORPORATED BY MODIFICATION.

JANITORIAL SPECIFICATIONS

TWO DAYS A WEEK (OR SPECIFIED TIME PERIOD)

1. Empty, clean and damp dusts all ash trays/cigarette urns.
2. Dust all surfaces or chairs, desks, cabinets, and associated furniture.
3. Empty wastebaskets and remove trash.
4. Spot clean entrance door glass removing fingerprints.
5. Sweep or mop and clean all floors.
6. Scrub and disinfect all toilet fixtures, etc.
7. Vacuum carpeting, if carpeted.
8. Refill paper towel, toilet paper and soap dispensing unit, (or furnish bar soap where applicable).

WEEKLY

1. Spot wash all areas to remove finger marks and smudges from walls and doors as required.
2. Dust and/or clean all pictures.
3. Mop and clean all floors.
4. Completely dust office area including tops of files, ledges, baseboards, chair rails, door louvers and trims.
5. Clean all telephones.
6. Dust all window sills.

ONCE MONTHLY

1. Buff all floors.
2. Wash windows inside and outside.
3. Wash venetian blinds.
4. Scour trash receptacles.

TWICE PER YEAR

- 1 Clean covered surfaces of leather, leatherette or plastic Upholstered office furniture.
2. High dusting and cleaning of light fixtures.
3. Steam clean, if carpeted (spring and fall).
4. Wax all floors where required.

REVISED 8/31/93

GENERAL SPECIFICATIONS

1.SCOPE OF WORK: GENERAL - THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, SUPPLIES (TRASHCAN LINERS, TOILET TISSUE, and PAPER TOWELS AND SOAP) AND EQUIPMENT NECESSARY TO THOROUGHLY AND FULLY PERFORM CUSTODIAL SERVICES AT THE RECRUITING FACILITY IDENTIFIED HEREIN:

SERVICES ARE TO BE PERFORMED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORDER AND THESE SPECIFICATIONS.

2. FACILITY TO BE SERVICED:
U.S. ARMED FORCES RECRUITING OFFICE
(STATION COMMANDER)
(SQUARE FEET: 523) (SEE SCHEDULE OF SUPPLIES/SERVICES)

3. INSPECTION AND ACCEPTANCE - ALL SERVICES SHALL BE SUBJECT TO INSPECTION BY THE GOVERNMENTS' REPRESENTATIVE AT THE RECRUITING OFFICE. IF ANY SERVICES PERFORMED ARE NOT IN CONFORMITY WITH THE REQUIREMENTS OF THIS CONTRACT, THE GOVERNMENT SHALL HAVE THE RIGHT TO REQUIRE THE CONTRACTOR TO PERFORM THE SERVICES AGAIN

IN CONFORMITY WITH THE REQUIREMENTS OF THE CONTRACT AT NO ADDITIONAL INCREASE IN TOTAL CONTRACT AMOUNT. UNLESS PROMPT CORRECTIVE ACTION IS TAKEN, AN EQUITABLE ADJUSTMENT SHALL BE MADE IN THE PRICE FOR THE WORK PERFORMED.

4. TERMINATION CLAUSE - IF AWARDED, THIS ORDER WILL BE SUBJECT TO A 30 DAY WRITTEN TERMINATION NOTICE. HOWEVER, IT WILL AUTOMATICALLY TERMINATE AT THE END OF THE PERIOD SHOWN ABOVE UNLESS OTHERWISE RENEWED.

5. PAYMENT - PAYMENT WILL BE MADE MONTHLY AT THE CLOSE OF EACH CALENDAR MONTH UPON RECEIPT OF INVOICES FOR SERVICES RENDERED.

6. INVOICES AND CERTIFICATION - THE CONTRACTOR SHALL SUBMIT ALL ORIGINAL INVOICES AT THE END OF EACH MONTH TO: U.S. ARMY CORPS OF ENGINEERS, BALTIMORE DISTRICT, and ATTN: REAL ESTATE DIVISION, ATTN: DEBBIE BUBB, P.O. BOX 1715, BALTIMORE, MARYLAND 21203-1715 FOR PAYMENT. (PHONE 410-962-5607) (FAX 410-962-0866) AN INFORMATION COPY OF THE INVOICE WILL BE PROVIDED THE RECRUITING OFFICE (STATION COMMANDER) FOR VERIFICATION OF SERVICES. THE INVOICES SHALL INCLUDE NAME OF CONTRACTOR, PURCHASE ORDER NUMBER, LOCATION OF RECRUITING OFFICE, PERIOD COVERED, AND AMOUNT OF BILL. POINT OF CONTACT, REAL ESTATE @ (410) 962-4723.

7. FREQUENCY OF TASK PERFORMANCE - FREQUENCIES OF ACCOMPLISHING THE REQUIRED TASKS AND THE TASKS TO BE PERFORMED ARE DESCRIBED BELOW:

TWO DAYS PER WEEK (TUESDAY AND THURSDAY EXCEPT FEDERAL HOLIDAYS)

FEDERAL HOLIDAYS OBSERVED ARE AS FOLLOWS:

NEW YEARS' DAY, MARTIN LUTHER KING JR'S BIRTHDAY, GEORGE WASHINGTONS' BIRTHDAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, COLUMBUS DAY, VETERANS' DAY, THANKSGIVING DAY, CHRISTMAS DAY.

THE CONTRACTOR SHALL LEAVE AMPLE SUPPLY OF TOILET PAPER, SOAP, PAPER TOWELS AND TRASHCAN LINERS TO CARRY OFFICE THRU NON-CLEANING DAYS.

8. SUPPLIES, MATERIALS AND EQUIPMENT - THE CONTRACTOR WILL BE REQUIRED TO SUPPLY, AT HIS EXPENSE, ALL CUSTODIAL SUPPLIES, MATERIALS, AND EQUIPMENT NECESSARY FOR THE SATISFACTORY COMPLETION OF ALL TASKS AS OUTLINED IN THE PROVISIONS AND SPECIFICATIONS OF THE CONTRACT. ALL EQUIPMENT SHALL BE MAINTAINED IN FIRST CLASS RATING CONDITION BY THE CONTRACTOR AND WILL BE MARKED WITH THE NAME OF THE CONTRACTOR SO AS TO BE READILY IDENTIFIABLE AS TO LEGAL OWNERSHIP. ALL VACUUM CLEANERS AND BUFFING MACHINES SHALL BE EQUIPPED WITH RUBBER BUMPER STRIP TO PREVENT SCARRING OR DAMAGING FURNITURE OR WALLS. FLAMMABLE SUPPLIES WILL NOT BE UTILIZED AS CLEANING OR POLISHING AGENTS. ALL SUPPLIES AND EQUIPMENT SHALL BE NEATLY, ORDERLY AND SAFELY STORED IN SPACES FURNISHED IN EACH BUILDING BY THE GOVERNMENT FOR THAT PURPOSE. VACUUM CLEANERS SHALL BE INDUSTRIAL TYPE.

9. TRASH REMOVAL - ALL WASTEBASKETS, AND OTHER TRASH CONTAINERS WITHIN THE AREA SHALL BE EMPTIED AND RETURNED TO THEIR INITIAL LOCATION. BOXES, CANS, PAPERS, ETC., PLACED NEAR A TRASH RECEPTACLE AND MARKED "TRASH" SHALL BE REMOVED. BOXES AND PACKAGING MATERIALS, WHOLE, PARTIAL OR CUT-UP, USED TO CONTAIN FURNITURE, COMPUTER EQUIPMENT OR THE LIKE ARE NOT INCLUDED. ALL WASTE FROM SUCH RECEPTACLES SHALL BE REMOVED FROM THE AREA AND EMPTIED INTO A DESIGNATED TRASH DUMPSTER OR RECEPTACLE IN SUCH MANNER AS TO PREVENT THE ADJACENT AREA FROM BECOMING LITTERED BY SUCH TRASH. ANY OBVIOUSLY SOILED OR TORN PLASTIC WASTEBASKET LINERS SHALL BE REPLACED. SAND IN CIGARETTE BUTT RECEPTACLE WILL BE STRAINED TO REMOVE ASHES AND DEBRIS. THE EXTERIOR OF WASTE CONTAINERS SHALL BE DAMP WIPED WITH NEUTRAL DETERGENT FROM ASPRAY BOTTLE AND CLEAN SPONGE OR SYNTHETIC FIBER CLOTHE TO REMOVE EVIDENT SOIL. WET SPILLS ON THE INTERIOR OF WASTE BASKETS SHALL BE REMOVED. LOTION TYPE DETERGENT AND AN ABRASIVE PAD SHALL BE USED ON HARD-TO-REMOVE SOIL. IN REST ROOMS, LOCKER ROOMS, AND FOOD SERVICE AREAS, GERMICIDAL DETERGENT WILL BE USED IN LIEU OF NEUTRAL DETERGENT. A PLASTIC BAG LINER SHALL BE PROVIDED IN ALL WASTEBASKETS. CARDBOARD SHALL BE BROKEN DOWN, SEPARATED FROM THE TRASH, AND PLACED IN THE APPROPRIATE CONTAINER WHERE SUCH CONTAINERS ARE PROVIDED AT THE DUMPSTER SITE ASSIGNED TO THE BUILDING. DUMPSTER DOORS AND LIDS SHALL BE CLOSED FOLLOWING THE DUMPING OF TRASH.

10. MONETARY ADJUSTMENT FOR INADEQUATE PERFORMANCE - IT IS MUTUALLY AGREED THAT FAILURE TO SATISFACTORILY ACCOMPLISH WORK IN ACCORDANCE WITH THE PROVISIONS OF THIS CONTRACT WHEN DUE TO THE FAULT OF THE CONTRACTOR SHALL CONSTITUTE A DEFICIENCY UNDER THIS CONTRACT. ALL CONTRACTS ALL WORK WILL BE INSPECTED BY THE GOVERNMENT'S REPRESENTATIVE AT THE RECRUITING OFFICE AND ANY DEFICIENCIES WILL BE REPORTED TO THE CONTRACTOR. IF DEFICIENCIES ARE NOT CORRECTED SATISFACTORILY, A MONETARY REDUCTION WILL BE MADE AT THE END OF EACH MONTH IN, WHICH SUCH DEFICIENCY HAS BEEN FOUND TO OCCUR. FAILURE TO DO THE REQUIRED SERVICES ON THE DAYS INDICATED WILL CONSTITUTE DEFICIENCY. CORRECTIVE ACTION BY THE CONTRACTOR WILL BE TAKEN PROMPTLY AND THE WORK SATISFACTORILY ACCOMPLISHED. DEFICIENCIES IN DAILY TASKS WILL BE COMPLETED WITHIN THE WORK DAY SPECIFIED IN THE CONTRACT FOR COMPLETION OF THE SERVICE. ALL OTHER DEFICIENCIES SHALL BE CORRECTED WITHIN 24 HOURS OF THE DAY SCHEDULED FOR COMPLETION OF THE SERVICES. IF THE WORK IS NOT SATISFACTORILY ACCOMPLISHED WITHIN THIS TIME LIMIT, A REDUCTION IN PAYMENT TO THE CONTRACTOR WILL BE MADE. THE CONTRACTING OFFICER OR HIS REPRESENTATIVE WILL MAKE THE ANOTHER 1 YEAR TERM, KEYS MAY REMAIN WITH THE JANITORIAL CONTRACTOR. HOWEVER, IF BY 30 SEPTEMBER NOTIFICATION HAS NOT BEEN RECEIVED FROM THE CONTRACTING DIVISION, IMMEDIATE ARRANGEMENTS MUST BE MADE TO HAVE THE KEYS RETURNED. FAILURE TO RETURN THE KEYS WILL RESULT IN THE CORPS OF ENGINEERS REKEYING (WHICHEVER IS NECESSARY) ALL RECRUITING STATION LOCKS WITH THE COST BEING SUBTRACTED FROM THE JANITORIAL CONTRACTORS' LAST PAYMENT. SHOULD A CONTRACTOR'S ATTEMPTS TO CONTACT THE RECRUITERS BE UNSUCCESSFUL, PLEASE NOTIFY THE CORPS OF ENGINEERS, REAL ESTATE DIVISION, Ms. DELL JACKSON AT (410) 962-4723 IMMEDIATELY FOR GUIDANCE."

STATEMENT OF EQUIVALENT FEDERAL HIRES (1984 APR) FAR 52.222-42

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

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 THIS 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.

WAGE RATES AND FRINGE BENEFITS APPLICABLE TO FEDERAL SERVICE EMPLOYEES PURSUANT TO 5 U.S.C. 5341 (WAGE BOARD - BLUE COLLAR).

1. CONTRIBUTION OF ONE POINT SIX (1.6) PER CENT OF BASIC HOURLY RATE FOR HEALTH AND INSURANCE.
2. CONTRIBUTION OF SEVEN (7) PER CENT OF BASIC HOURLY RATE FOR RETIREMENT.
3. TEN (1) PAID HOLIDAYS AS FOLLOWS: NEW YEAR'S DAY; MARTIN LUTHER KING DAY; GEORGE WASHINGTON'S BIRTHDAY; MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, VETERANS' DAY, THANKSGIVING DAY, CHRISTMAS DAY.
4. PAID ANNUAL LEAVE (VACATION) AS FOLLOWS:
 - A. TWO (2) HOURS OF ANNUAL LEAVE EACH WEEK FOR AN EMPLOYEE WITH LESS THAN THREE (3) YEARS OF SERVICE.
 - B. THREE (3) HOURS OF ANNUAL LEAVE EACH WEEK FOR AN EMPLOYEE WITH THREE BUT LESS THAN FIFTEEN (15) YEARS OF SERVICE.
 - C. FOUR (4) HOURS OF ANNUAL LEAVE EACH WEEK FOR AN EMPLOYEE WITH FIFTEEN (15) OR MORE YEARS OF SERVICE.

5. BASIC HOURLY RATE BY CLASSIFICATION AS FOLLOWS:

CLASSIFICATION BASIC HOURLY RATES 11150 JANITORS (will be incorporated by modification)

WAGE RATE

WAGE DETERMINATION DECISION
OF THE SECRETARY OF LABOR

The following wage determination will be used to conform with the requirements of the Service Contract Act of 1965 (29 CFR 4) of the General Provisions:

Decision No. 94-2449 (Rev. 17) dated 5 June 2003

State(s): New Jersey, Pennsylvania
Areas: New Jersey COUNTIES OF Burlington, Camden, Gloucester
Pennsylvania COUNTIES OF Bucks, Chester, Delaware, Lehigh, Montgomery, Northampton, Philadelphia

WAGE DETERMINATION NO: 94-2449 REV (17) AREA: PA,PHILADELPHIA

WAGE DETERMINATION NO: 94-2449 REV (17) AREA: PA,PHILADELPHIA
REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
FOR OFFICIAL USE ONLY BY FEDERAL AGENCIES PARTICIPATING IN MOU WITH DOL
WASHINGTON D.C. 20210

William W. Gross | Wage Determination No.: 1994-2449
Director | Division of | Revision No.: 17
Wage Determinations | Date Of Last Revision: 06/05/2003

States: New Jersey, Pennsylvania
Area: New Jersey Counties of Burlington, Camden, Gloucester
Pennsylvania Counties of Bucks, Chester, Delaware, Lehigh, Montgomery, Northampton, Philadelphia

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

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support and Clerical Occupations	
01011 - Accounting Clerk I	11.69
01012 - Accounting Clerk II	12.59
01013 - Accounting Clerk III	14.91
01014 - Accounting Clerk IV	16.35
01030 - Court Reporter	16.32
01050 - Dispatcher, Motor Vehicle	16.32
01060 - Document Preparation Clerk	12.59
01070 - Messenger (Courier)	10.78
01090 - Duplicating Machine Operator	12.59
01110 - Film/Tape Librarian	13.48
01115 - General Clerk I	9.54

01116 - General Clerk II	11.93
01117 - General Clerk III	12.51
01118 - General Clerk IV	14.96
01120 - Housing Referral Assistant	18.67
01131 - Key Entry Operator I	11.22
01132 - Key Entry Operator II	13.91
01191 - Order Clerk I	11.75
01192 - Order Clerk II	14.25
01261 - Personnel Assistant (Employment) I	12.59
01262 - Personnel Assistant (Employment) II	14.91
01263 - Personnel Assistant (Employment) III	16.32
01264 - Personnel Assistant (Employment) IV	17.43
01270 - Production Control Clerk	17.43
01290 - Rental Clerk	14.91
01300 - Scheduler, Maintenance	15.42
01311 - Secretary I	15.42
01312 - Secretary II	16.91
01313 - Secretary III	18.67
01314 - Secretary IV	19.63
01315 - Secretary V	22.16
01320 - Service Order Dispatcher	14.85
01341 - Stenographer I	15.41
01342 - Stenographer II	16.69
01400 - Supply Technician	19.63
01420 - Survey Worker (Interviewer)	12.88
01460 - Switchboard Operator-Receptionist	13.81
01510 - Test Examiner	16.91
01520 - Test Proctor	16.91
01531 - Travel Clerk I	10.54
01532 - Travel Clerk II	11.06
01533 - Travel Clerk III	11.80
01611 - Word Processor I	13.24
01612 - Word Processor II	14.79
01613 - Word Processor III	16.22
03000 - Automatic Data Processing Occupations	
03010 - Computer Data Librarian	13.22
03041 - Computer Operator I	13.40
03042 - Computer Operator II	16.01
03043 - Computer Operator III	21.13
03044 - Computer Operator IV	24.60
03045 - Computer Operator V	27.23
03071 - Computer Programmer I (1)	19.82
03072 - Computer Programmer II (1)	22.51
03073 - Computer Programmer III (1)	26.95
03074 - Computer Programmer IV (1)	27.62
03101 - Computer Systems Analyst I (1)	27.62
03102 - Computer Systems Analyst II (1)	27.62
03103 - Computer Systems Analyst III (1)	27.62
03160 - Peripheral Equipment Operator	14.74
05000 - Automotive Service Occupations	
05005 - Automotive Body Repairer, Fiberglass	20.50
05010 - Automotive Glass Installer	16.61
05040 - Automotive Worker	18.04
05070 - Electrician, Automotive	18.72
05100 - Mobile Equipment Servicer	16.74
05130 - Motor Equipment Metal Mechanic	19.36
05160 - Motor Equipment Metal Worker	18.04
05190 - Motor Vehicle Mechanic	18.81
05220 - Motor Vehicle Mechanic Helper	15.89
05250 - Motor Vehicle Upholstery Worker	17.36

05280 - Motor Vehicle Wrecker	18.04
05310 - Painter, Automotive	18.72
05340 - Radiator Repair Specialist	18.04
05370 - Tire Repairer	14.89
05400 - Transmission Repair Specialist	19.36
07000 - Food Preparation and Service Occupations	
(not set) - Food Service Worker	10.65
07010 - Baker	11.84
07041 - Cook I	11.14
07042 - Cook II	11.98
07070 - Dishwasher	9.24
07130 - Meat Cutter	14.31
07250 - Waiter/Waitress	9.70
09000 - Furniture Maintenance and Repair Occupations	
09010 - Electrostatic Spray Painter	17.64
09040 - Furniture Handler	13.60
09070 - Furniture Refinisher	17.65
09100 - Furniture Refinisher Helper	14.99
09110 - Furniture Repairer, Minor	16.31
09130 - Upholsterer	17.65
11030 - General Services and Support Occupations	
11030 - Cleaner, Vehicles	10.16
11060 - Elevator Operator	10.91
11090 - Gardener	12.20
11121 - House Keeping Aid I	9.75
11122 - House Keeping Aid II	10.98
11150 - Janitor	11.00
11210 - Laborer, Grounds Maintenance	12.21
11240 - Maid or Houseman	9.76
11270 - Pest Controller	14.61
11300 - Refuse Collector	11.69
11330 - Tractor Operator	12.93
11360 - Window Cleaner	11.30
12000 - Health Occupations	
12020 - Dental Assistant	14.36
12040 - Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	12.99
12071 - Licensed Practical Nurse I	12.99
12072 - Licensed Practical Nurse II	13.95
12073 - Licensed Practical Nurse III	15.61
12100 - Medical Assistant	11.61
12130 - Medical Laboratory Technician	12.77
12160 - Medical Record Clerk	12.77
12190 - Medical Record Technician	13.89
12221 - Nursing Assistant I	9.36
12222 - Nursing Assistant II	10.29
12223 - Nursing Assistant III	11.00
12224 - Nursing Assistant IV	11.59
12250 - Pharmacy Technician	12.50
12280 - Phlebotomist	12.77
12311 - Registered Nurse I	19.33
12312 - Registered Nurse II	24.65
12313 - Registered Nurse II, Specialist	25.94
12314 - Registered Nurse III	31.01
12315 - Registered Nurse III, Anesthetist	31.01
12316 - Registered Nurse IV	37.17
13000 - Information and Arts Occupations	
13002 - Audiovisual Librarian	19.79
13011 - Exhibits Specialist I	18.13
13012 - Exhibits Specialist II	26.15
13013 - Exhibits Specialist III	31.96

13041 - Illustrator I	20.85	
13042 - Illustrator II	30.01	
13043 - Illustrator III	36.66	
13047 - Librarian	24.84	
13050 - Library Technician	13.37	
13071 - Photographer I	15.12	
13072 - Photographer II	16.50	
13073 - Photographer III	23.77	
13074 - Photographer IV	29.07	
13075 - Photographer V	36.35	
15000 - Laundry, Dry Cleaning, Pressing and Related Occupations		
15010 - Assembler	7.67	
15030 - Counter Attendant	7.67	
15040 - Dry Cleaner	10.16	
15070 - Finisher, Flatwork, Machine	7.67	
15090 - Presser, Hand	7.67	
15100 - Presser, Machine, Drycleaning	7.67	
15130 - Presser, Machine, Shirts	7.67	
15160 - Presser, Machine, Wearing Apparel, Laundry	7.67	
15190 - Sewing Machine Operator	10.95	
15220 - Tailor	11.71	
15250 - Washer, Machine	8.49	
19000 - Machine Tool Operation and Repair Occupations		
19010 - Machine-Tool Operator (Toolroom)	17.90	
19040 - Tool and Die Maker	21.43	
21000 - Material Handling and Packing Occupations		
21010 - Fuel Distribution System Operator	16.79	
21020 - Material Coordinator	17.36	
21030 - Material Expediter	17.36	
21040 - Material Handling Laborer	13.92	
21050 - Order Filler	13.22	
21071 - Forklift Operator	14.25	
21080 - Production Line Worker (Food Processing)	15.75	
21100 - Shipping/Receiving Clerk	13.78	
21130 - Shipping Packer	13.58	
21140 - Store Worker I	12.57	
21150 - Stock Clerk (Shelf Stocker; Store Worker II)	15.19	
21210 - Tools and Parts Attendant	14.55	
21400 - Warehouse Specialist	15.75	
23000 - Mechanics and Maintenance and Repair Occupations		
23010 - Aircraft Mechanic	20.96	
23040 - Aircraft Mechanic Helper	17.15	
23050 - Aircraft Quality Control Inspector	22.48	
23060 - Aircraft Servicer	18.66	
23070 - Aircraft Worker	19.42	
23100 - Appliance Mechanic	17.65	
23120 - Bicycle Repairer	15.11	
23125 - Cable Splicer	21.15	
23130 - Carpenter, Maintenance	21.42	
23140 - Carpet Layer	18.65	
23160 - Electrician, Maintenance	22.06	
23181 - Electronics Technician, Maintenance I	19.50	
23182 - Electronics Technician, Maintenance II	25.38	
23183 - Electronics Technician, Maintenance III	26.21	
23260 - Fabric Worker	17.58	
23290 - Fire Alarm System Mechanic	19.01	
23310 - Fire Extinguisher Repairer	16.80	
23340 - Fuel Distribution System Mechanic	22.62	
23370 - General Maintenance Worker	17.66	
23400 - Heating, Refrigeration and Air Conditioning Mechanic	21.13	

23430 - Heavy Equipment Mechanic	19.33
23440 - Heavy Equipment Operator	20.18
23460 - Instrument Mechanic	19.45
23470 - Laborer	14.04
23500 - Locksmith	17.65
23530 - Machinery Maintenance Mechanic	19.38
23550 - Machinist, Maintenance	18.94
23580 - Maintenance Trades Helper	14.99
23640 - Millwright	20.91
23700 - Office Appliance Repairer	18.81
23740 - Painter, Aircraft	17.65
23760 - Painter, Maintenance	17.65
23790 - Pipefitter, Maintenance	23.01
23800 - Plumber, Maintenance	20.30
23820 - Pneudraulic Systems Mechanic	19.45
23850 - Rigger	19.01
23870 - Scale Mechanic	18.14
23890 - Sheet-Metal Worker, Maintenance	19.03
23910 - Small Engine Mechanic	17.08
23930 - Telecommunication Mechanic I	19.01
23931 - Telecommunication Mechanic II	20.10
23950 - Telephone Lineman	19.01
23960 - Welder, Combination, Maintenance	19.01
23965 - Well Driller	20.10
23970 - Woodcraft Worker	19.45
23980 - Woodworker	16.42
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	11.83
24580 - Child Care Center Clerk	14.75
24600 - Chore Aid	9.29
24630 - Homemaker	14.58
25000 - Plant and System Operation Occupations	
25010 - Boiler Tender	20.72
25040 - Sewage Plant Operator	18.81
25070 - Stationary Engineer	20.72
25190 - Ventilation Equipment Tender	16.10
25210 - Water Treatment Plant Operator	18.64
27000 - Protective Service Occupations	
(not set) - Police Officer	23.19
27004 - Alarm Monitor	15.64
27006 - Corrections Officer	19.61
27010 - Court Security Officer	20.30
27040 - Detention Officer	19.61
27070 - Firefighter	20.30
27101 - Guard I	10.23
27102 - Guard II	16.38
28000 - Stevedoring/Longshoremen Occupations	
28010 - Blocker and Bracer	17.66
28020 - Hatch Tender	17.66
28030 - Line Handler	17.66
28040 - Stevedore I	16.28
28050 - Stevedore II	17.68
29000 - Technical Occupations	
21150 - Graphic Artist	22.02
29010 - Air Traffic Control Specialist, Center (2)	30.02
29011 - Air Traffic Control Specialist, Station (2)	20.71
29012 - Air Traffic Control Specialist, Terminal (2)	22.80
29023 - Archeological Technician I	18.17
29024 - Archeological Technician II	20.34
29025 - Archeological Technician III	25.21

29030 - Cartographic Technician	27.34	
29035 - Computer Based Training (CBT) Specialist/ Instructor		28.19
29040 - Civil Engineering Technician	23.77	
29061 - Drafter I	13.48	
29062 - Drafter II	16.03	
29063 - Drafter III	17.97	
29064 - Drafter IV	25.21	
29081 - Engineering Technician I	14.81	
29082 - Engineering Technician II	16.64	
29083 - Engineering Technician III	21.68	
29084 - Engineering Technician IV	26.39	
29085 - Engineering Technician V	32.12	
29086 - Engineering Technician VI	35.70	
29090 - Environmental Technician	19.44	
29100 - Flight Simulator/Instructor (Pilot)	30.38	
29160 - Instructor	22.85	
29210 - Laboratory Technician	20.21	
29240 - Mathematical Technician	25.21	
29361 - Paralegal/Legal Assistant I	16.81	
29362 - Paralegal/Legal Assistant II	19.20	
29363 - Paralegal/Legal Assistant III	21.04	
29364 - Paralegal/Legal Assistant IV	22.96	
29390 - Photooptics Technician	23.83	
29480 - Technical Writer	26.20	
29491 - Unexploded Ordnance (UXO) Technician I		19.08
29492 - Unexploded Ordnance (UXO) Technician II		23.09
29493 - Unexploded Ordnance (UXO) Technician III		27.67
29494 - Unexploded (UXO) Safety Escort		19.08
29495 - Unexploded (UXO) Sweep Personnel		19.08
29620 - Weather Observer, Senior (3)	19.68	
29621 - Weather Observer, Combined Upper Air and Surface Programs (3)		17.70
29622 - Weather Observer, Upper Air	17.70	
31000 - Transportation/ Mobile Equipment Operation Occupations		
31030 - Bus Driver	17.42	
31260 - Parking and Lot Attendant	9.58	
31290 - Shuttle Bus Driver	14.71	
31300 - Taxi Driver	10.92	
31361 - Truckdriver, Light Truck	14.21	
31362 - Truckdriver, Medium Truck	17.96	
31363 - Truckdriver, Heavy Truck	18.10	
31364 - Truckdriver, Tractor-Trailer	18.10	
99000 - Miscellaneous Occupations		
99020 - Animal Caretaker	10.12	
99030 - Cashier	9.69	
99041 - Carnival Equipment Operator	10.53	
99042 - Carnival Equipment Repairer	10.98	
99043 - Carnival Worker	9.24	
99050 - Desk Clerk	11.83	
99095 - Embalmer	25.40	
99300 - Lifeguard	10.54	
99310 - Mortician	25.40	
99350 - Park Attendant (Aide)	13.24	
99400 - Photofinishing Worker (Photo Lab Tech., Darkroom Tech)		11.90
99500 - Recreation Specialist	16.83	
99510 - Recycling Worker	12.59	
99610 - Sales Clerk	10.54	
99620 - School Crossing Guard (Crosswalk Attendant)		9.24
99630 - Sport Official	10.54	
99658 - Survey Party Chief (Chief of Party)	17.35	
99659 - Surveying Technician (Instr. Person/Surveyor Asst./Instr.)		15.77

99660 - Surveying Aide	10.30
99690 - Swimming Pool Operator	14.24
99720 - Vending Machine Attendant	13.14
99730 - Vending Machine Repairer	14.23
99740 - Vending Machine Repairer Helper	13.14

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$2.36 an hour or \$94.40 a week or \$409.07 a month

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

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

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

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

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

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time 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).

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

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

**** UNIFORM ALLOWANCE ****

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

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

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

Source of Occupational Title 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 the Third Supplement, dated March 1997, 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) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
 - 6) The contractor informs the affected employees.
- Information required by the Regulations must be submitted on SF 1444 or bond paper. When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformance may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

CCR

DEPARTMENT OF THE ARMY
BALTIMORE DISTRICT, CORPS OF ENGINEERS
P.O. BOX 1715
BALTIMORE, MARYLAND 21203-1715

CENAB-CT

June 5, 2002

MEMORANDUM FOR ALL CONTRACTORS

SUBJECT: Central Contractor Registration (CCR)

1. Reference memorandum, CEDB, dated June 26, 1997, subject: Central Contractor Registration.
2. The purpose of this memorandum is to advise all contractors that your company must be registered in the CCR or you will not be awarded a Federal contract.
3. The Debt Collection Improvement Act of 1996, requires Federal agencies to have the Taxpayer Identification Number (TIN) for every contractor and to pay every contractor through electronic funds transfer. The CCR registration was also created to be the single source of contractor data for the entire DoD, to avoid administrative duplication and allow contractors to take responsibility for the accuracy of their own business information supplying it through a single registration.
4. CCR allows Federal Government contractors to provide basic information, capabilities, and financial information one time to the government. This requirement applies to all solicitations and awards. The only exemptions will be for purchases made with the Government wide commercial purchase card, contracting offices located outside the U.S., classified contracts, and contracts executed to support contingency or emergency operations.
5. The Department of Defense (DoD) has implemented the capability for contractors to register in the CCR through the World Wide Web. For information regarding CCR registration, the CCR Web site may be accessed at <http://www.ccr.gov/index.cfm>. Other information regarding registration can be obtained through CCR Assistance Center (CCRAC) at 1-888-227-2423. A paper form for registration may be obtained from the DoD Electronic Commerce Information Center at 1-800-334-3414. (Note: Companies that do not wish to conduct electronic commerce with the Federal Government at this time can reduce the amount of information they must provide by answering "no" to the question "Are you Electronic Data Interchange capable?")
6. Effective immediately, the use of DUNS+4 numbers to identify vendors is

limited to identifying different CCR records for the same vendor at the same physical location. For example a vendor could have two records for themselves at the same physical location to identify two separate bank accounts.

- Vendors wishing to register their subsidiaries and other entities, should ensure that each additional location obtains a separate DUNS number from Dun & Bradstreet. Dun & Bradstreet can be contacted at 1-800-333-0505.

CENAB-CT

SUBJECT: Central Contractor Registration (CCR)

- Vendors that are currently registered in CCR using a DUNS+4 number for reasons other than mentioned above will be contacted by a CCR Team designated to assist in the change. Until at time, all registrations using the DUNS+4 are considered active and complete. The DUNS+4 vendors require no action until they receive instruction from the designated CCR Team.

7. This memorandum supersedes CENAB-CT memorandum, dated 1 January 2002, Subject: Central Contractor Registration (CCR).

James J. Rich

JAMES J. RICH, PhD.

Chief, Contracting Division

