

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
 OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30

1. REQUISITION NUMBER
 W45XMA81631912

2. CONTRACT NO. 3. AWARD/EFFECTIVE DATE 4. ORDER NUMBER 5. SOLICITATION NUMBER
 W9126G-08-T-0124 6. SOLICITATION ISSUE DATE
 02-Jul-2008

7. FOR SOLICITATION INFORMATION CALL: a. NAME
 LINDA N. MCKETHAN b. TELEPHONE NUMBER (No Collect Calls)
 254-756-5359 8. OFFER DUE DATE/LOCAL TIME
 11:59 AM 01 Aug 2008

9. ISSUED BY CODE W9126G
 US ARMY ENGINEER DISTRICT, FORT WORTH
 ATTN: CESWF-CT
 819 TAYLOR ST, ROOM 2A19
 P.O. BOX 17300
 FORT WORTH TX 76102-0300
 TEL: 817-886-1043
 FAX: 817-886-6403

10. THIS ACQUISITION IS
 UNRESTRICTED
 SET ASIDE: 100% FOR
 SB
 HUBZONE SB
 8(A)
 SVC-DISABLED VET-OWNED SB
 EMERGING SB
 SIZE STD: \$6.5 NAICS: 721211

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED
 SEE SCHEDULE

12. DISCOUNT TERMS

13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

13b. RATING

14. METHOD OF SOLICITATION
 RFQ IFB RFP

15. DELIVER TO CODE
SEE SCHEDULE

16. ADMINISTERED BY CODE

17a. CONTRACTOR/OFFEROR CODE
 FACILITY CODE
 TEL.

18a. PAYMENT WILL BE MADE BY CODE

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 SEE ADDENDUM

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
SEE SCHEDULE					

25. ACCOUNTING AND APPROPRIATION DATA

26. TOTAL AWARD AMOUNT (For Govt. Use Only)

27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA ARE ARE NOT ATTACHED

27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA ARE ARE NOT ATTACHED

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 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
 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:

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
<p>SEE SCHEDULE</p>					

32a. QUANTITY IN COLUMN 21 HAS BEEN
 RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42b. RECEIVED AT (<i>Location</i>)
		42c. DATE REC'D (<i>YY/MM/DD</i>)

BIDDER INFO SHEET

ATTACHMENT 1: Contractor Information Sheet – Three Rivers Region Office

****THIS MUST BE COMPLETED AND RETURNED WITH YOUR QUOTATION****

NAME: Person #1 _____ **SSN:** _____
(Last, First Middle) (Social Security Number)

Person #2 _____ **SSN:** _____
(Last, First Middle) (Social Security Number)

IN THE EVENT OF AWARD, ISSUE PURCHASE ORDER TO:

NAME: _____ (Last, First Middle)

ADDRESS: _____
(Number & Street) (City, State and Zip)

HOME PHONE NUMBER _____ **MOBILE** _____
(Area code and number) (Area code and number)

EMAIL ADDRESS: _____

DUNS NUMBER _____ **CAGE CODE NUMBER** _____

PRESENT/FORMER (If retired) OCCUPATION:

Person #1 _____

Person #2 _____

PREVIOUS EXPERIENCE AS GATE ATTENDANT: (Location, Supervisor and phone number)
ADDITIONAL PAPER CAN BE USED.

EXPERIENCE WITH COMPUTER EQUIPMENT/PROGRAMS: (check all that apply)

	Person # 1	Person #2
Cash Register	<input type="checkbox"/>	<input type="checkbox"/>
National Recreation Reservation System (NRRS)	<input type="checkbox"/>	<input type="checkbox"/>

SIGNATURES:

Person #1 _____ **Person #2** _____

FOREIGN NATIONALS

In accordance with Engineering Regulation, ER 380-1-18, Section 4, foreign nationals who work on Corps of Engineers' contracts or task orders shall be approved by the HQUSACE Foreign Disclosure Officer or higher before beginning work on the contract/task order. This regulation includes subcontractor employees. The Contractor shall submit, to the COR, the names of all foreign nationals proposed for performance under this contract/task order, along with documentation to verify that he/she was legally admitted into the United States and has authority to work in the U.S. Such documentation may include a US passport, Certificate of US citizenship (INS Form N-560 or N-561), Certificate of Naturalization (INS Form N-550 or N-570), foreign passport with I-551 stamp or attached INS Form I-94 indicating employment authorization, Alien Registration Receipt Card with photograph (INS Form I-151 or I-551), Temporary Resident Card (INS Form I-688), Employment Authorization Card (INS Form I-688A), Reentry Permit (INS Form I-327), Refugee Travel Document (INS Form I-571), Employment Authorization Document issued by the INS which contains a photograph (INS Form I-688B or a completed INS form I-9 accompanied by color copies of the supporting documents used to verify the I-9. Under penalty of law, the Contractor must assure each employee is legally working in the U.S.

PAYMENTS:**Mail one copy of a completed invoice to:**

USACE Finance Center
Attn: CEFC-AO P
5722 Integrity Drive
Millington, TN 38054-5005

ALSO mail, fax or hand deliver one invoice to:

the Lake Office where you work.

CRIMINAL INVESTIGATION CHECK

All Contractors are subject to a Criminal Background Investigation at Corps of Engineer expense.

**U.S. ARMY CORPS OF ENGINEERS
FORT WORTH DISTRICT
GATE ATTENDANT SCOPE OF WORK
FOR ALL THREE-RIVERS (FOMERLY MID-BRAZOS) PROJECT LAKE OFFICES
July 2008**

1. GENERAL: The contractor must be a two (2) person team, at least 21 years of age, who are **both** physically and mentally capable of performing the duties specified here and in the enclosed **additional scopes of work**, for the duration of the contract, including option periods (unless otherwise specified in the individual lake scope of work). Work to be performed under this contract may not be subcontracted. Both team members must be identified on the Request for Quotation (SF18). Work to be accomplished under this contract shall be in accordance with this Scope of Work, the Lake Office's Additional Scope of Work and the Mid-Brazos Project Gate Attendant Handbook, for the recreation area named and described herein. The Contractor will be required to furnish all labor, equipment, fuel, tools, and supplies (except as otherwise noted herein as Government furnished) necessary to provide the specified services for the duration of the contract period.

NOTE: AWARD OF THIS SOLICITATION WILL BE BASED ON BEST VALUE TO THE GOVERNMENT. FACTORS TO BE CONSIDERED ARE PAST PERFORMANCE/PRIOR EXPERIENCE AND PRICE.

2. DEFINITIONS:

CONTRACTOR: The person awarded the contract.

CONTRACTING OFFICER (KO): The person with the authority to enter into, administer, and/or terminate contracts and make related determination and findings on behalf of the Government. This person will be identified on the SF1449 (Solicitation/Contract/Order for Commercial Items).

LAKE MANAGER: The manager of the local lake. The Lake Manager may appoint an authorized representative to act in his behalf.

3. TERM OF CONTRACT/DUTY HOURS: The term of the contract and duty hours are defined in this solicitation in each Lake Office's Scope of Work.

4. PRE-WORK CONFERENCE: The Contractor will be required to attend a pre-work conference to be conducted by the Lake Manager at the address of the offering or other agreed upon location. This meeting will cover the policies outlined in the Scope of Work and Responsibilities. The pre-work conference is normally held the week before the Contractor begins providing the services.

5. PERMITS/COMPLIANCE: The Contractor shall, without additional expense to the Government, be responsible for complying with and obtaining any necessary licenses and/or permits. The Contractor will comply with all Federal, State, County, and Municipal laws, codes and regulations in connection with the performance of the work.

6. BONDING: Upon award of contract, the Contractor shall be required to furnish a Business Services, Fidelity, or Dishonesty bond for the minimum amount of \$5000.00 per team member. The Contractor shall furnish a copy of the bond at the Pre-Work Conference. The Contractor shall not start work without proof of bonding.

7. LIABILITY: During the period of this contract, the Contractor shall be responsible for all injuries or damages of any nature caused or contributed to by the Contractor, his/her agents, and/or employees while engaged in work under this contract.

8. TEMPORARY LIVING QUARTERS: The Contractor shall furnish a fully operable self-contained recreational vehicle (RV) of the travel trailer or motor home type to serve as temporary living quarters for the duration of the contract. Maximum size of the trailer is determined by physical limitations of the site furnished. It

will be located near the entrance to the park at a location to be designated by the Lake Manager. Pickup (shell-type) campers, pop-up tent trailers, tents, mini-travel trailers, mobile homes, buses, or any other types of recreation vehicles which do not meet general size requirements or the self-contained classification as determined by inspection of the Lake Manager will not be acceptable. The Contractor team will be the sole occupants of the site. Adult family members and friends will not live with the Contractor.

9. TRAILER SITE: Unless otherwise indicated in the Lake Offices' park information sheet or scope of work, the Government will furnish a site for a self-contained travel trailer or motor home with only 110 volt electricity, water, sewage hook-ups and/or dump station nearby. If the Contractor's travel trailer is not configured or adaptable to the sewage, water or electric hookups available at the site, the Government will not be responsible for providing attachments, etc.

10. CONTRACTOR VEHICLE: The Contractor will provide a transportation vehicle, which can be operated independently of the RV for use in performing the requirements of the contract. Minimum state required liability insurance must be carried. Proof of liability insurance will be submitted to the Lake Manager within 1 week after beginning date of the contract. All motor vehicles and operators will comply with state laws such as licensed operators, vehicle safety equipment, etc.

11. INSPECTION AND CONTRACT PERFORMANCE: The services performed by the Contractor under provisions of this contract shall be subject to inspections by the Contracting Officer or his designated representative to ensure strict compliance with the terms of the contract.

A. NOTIFICATION OF DEFICIENCIES: Contractor shall be notified verbally and/or in writing of any serious or recurring minor deficiency in service observed by the Contracting Officer or his/her authorized representative. Verbal notification will be recorded in a memorandum for record.

B. DOCUMENTATION OF DEFICIENCIES: Written notifications and memoranda for record shall be prepared in triplicate by the Contracting Officer or his/her authorized representative. The original will become a part of the Contractor's permanent file at the Operations Manager's Office, a copy will be issued to the Contractor, and a copy will be forwarded to the Contracting Officer at the Corps of Engineers Fort Worth District Office.

C. CORRECTION OF CONTRACT DEFICIENCIES: Upon receipt of notification of deficiency in service, Contractors will immediately correct deficiencies and/or take steps to prevent recurrence of the deficiency.

D. DEFICIENCIES OF SERVICE: This contract may be terminated by the Contracting Officer upon receipt of any "Notification of Contract Deficiency". Termination will be based on the seriousness of the deficiency.

E. EVALUATION OF PERFORMANCE: All contractors will have their performance evaluated no less than mid-term and at the conclusion of their contract. Performance criteria will be distributed to contractors at the orientation/training sessions.

12. VISITORS OF THE CONTRACTOR: Adult family members and friends will not live with the Contractor. "Living with the Contractor" is defined as a person staying with the Contractor for more than 14 days in a 30-day period. Visitors of the Contractor will be required to lodge in the Contractor's trailer, or, if they have their own equipment, visitors will be required to camp at a campsite in the park and pay the regular camping fee. Visitors will not be allowed to connect to the Contractor's utilities at any time. All non-authorized personnel are to remain outside the gatehouse.

13. UNIFORM DRESS AND PERSONAL APPEARANCE: The Contractor shall, at all times when on duty and when dealing with the public, be required to maintain a fully clothed and neat, well groomed appearance. Additional dress requirements may be specified in individual lake specifications.

14. LIVING AREA AND GATEHOUSE MAINTENANCE: The Contractor will maintain the area where the trailer is parked in a clean and sanitary condition at all times. No dog pens, horse corrals, poultry cages or similar facilities for pets or raising of animals will be allowed. All pets will be confined in the Contractor's trailer or on a leash of 6 feet or less in length. No pets are allowed in the gatehouse. Pets will have all vaccinations as required by the state laws and will wear a collar that displays the vaccination tags at all times. No washers, dryers, deep freezers, or excessive personal items will be permitted around trailer pad areas or inside the gatehouse. Security of the Attendant's living quarters and all personal property shall remain the Attendant's responsibility throughout the duration of the contract. The Government accepts no responsibility for, nor will it be liable for, damage or theft occurring to the attendant's property.

15. GATEHOUSE OPERATIONS: The Contractor will occupy the gatehouse at all times during duty hours and is required to handout information pamphlets as required by the Gate Attendant Handbook. Smoking is not permitted in the gatehouse. Contractor will not solicit, advertise, sell or offer to sell any unauthorized goods or services to campers or visitors on public property (CFR Title 36, Section 327.18).

16. CAMPING OPERATIONS: The Contractor will register park users, issue appropriate passes, and deliver emergency messages to visitors as required by the Lake Manager. The Contractor/Gate Attendant shall also participate as necessary in all Recreation Use Surveys that may be conducted.

17. USER FEES: The Contractor will follow fee collection, credit voucher, refund and campsite reservation procedures established by the U.S. Army Corps of Engineers, Fort Worth District. The Contractor is required to collect User Fees daily to ensure that campers are "paid up", utilizing the National Recreation Reservation Service (NRRS), Automated User Permit System (AUPS), U.S. Army Corps of Engineers User Permit (ENG Form 4457), an automated cash register, and/or collection from an honor system vault. The Contractor is required to collect user fees for specialized recreation sites, facilities and services provided by the Corps of Engineers. This may include, but is not limited to, camping, group facility use, day use, special facility use, and multiple site rental use. The Contractor may be audited at any time, without prior notice, and is required to place all forms of collected use fee payments/monies in the gatehouse fee safe immediately upon receipt, ready for collection. The Contractor/Gate Attendant is required to have personal cash on hand at all times to make change. Refer to the additional scopes of work for amounts required at each park.

18. CAMPSITE RESERVATIONS: The Contractor will comply with local and District policies of reservations. The Contractor will adhere to guidelines and procedures established under the National Recreation Reservation System, using Park Office program in the campground. The Contractor will be required to perform some or all of the following duties daily: a) pickup reservation data reports, i.e. bookings, arrival reports, cancellation reports, etc., from the local lake office or accept the reports delivered in person, and/or transmitted by telephone, electronic mail received through a computer, facsimile machine, etc.; b) maintain and update necessary status reports utilizing charts, status boards, note pads, card systems, computer/cash register systems, AUPS, NRRS, etc., to ensure that campsite status is kept current at all times; c) keep records and monitor dates of arrivals, departures, no-shows, cancellations, etc.; d) fill out refund and credit voucher forms according to policy.; and e) post reserved and vacant campsites. The Contractor may also be required to take advance campsite reservations, which would consist of receiving and booking reservation requests, collecting and processing camping fees, and handling cancellation and refund requests. The Contractor shall maintain any records as necessary for the administration of the campsite reservation program as directed by Lake Manager.

19. COMPLAINTS: The Contractor will keep a written record of complaints and criticisms of park facilities. These records will be given to the Lake Manager upon request.

20. DISTURBANCES: The Contractor will promptly report all accidents, violations of law, disturbances, and situations that could affect health and safety of visitors to the Lake Manager. In the event the Contractor is unable to communicate with the Lake Manager, the Contractor should contact the local law enforcement officers as soon as practical. All communications with local law enforcement officers will be reported to the Lake Manager, on the

next work day. The Contractor will not attempt to apprehend any violators. NOTE: Serious incidents such as a fatality in the park will be reported immediately to the Lake Manager and to the local law enforcement agency.

21. COOPERATION WITH OTHERS: The Contractor will maintain good communications and relations with the public, other contractors and Corps employees. Gate Attendants shall not direct the work performance of another contractor. If the work performance of another contractor is questionable, the Project Office should be contacted. The Contractor will allow Corps employees to utilize communication facilities furnished by the Government. Cooperation will include, but not be limited to, summoning assistance and reporting all instances of vandalism, harassment, public intoxication, speeding, etc., to the proper authorities. The Contractor will attempt to provide for the needs of our visitors as public relations representatives for the Corps of Engineers.

22. PARK INSPECTION: The Contractor will inspect the park area and facilities a minimum number of times each day as required by additional park scopes of work. Inspections will be made in a vehicle provided and maintained by the Contractor.

23. FIREARMS: Firearms or any type of object that could be considered a weapon will not be carried or kept in the park. This includes, but is not limited to, the gatehouse or trailer occupied by the Contractor.

24. ALCOHOL/DRUGS: The Contractor will not consume or be under the influence of alcoholic beverages, drugs and/or medications in the absence of a doctor's prescription while on duty or while in view of the public. This includes, but is not limited to, the park entrance area, gate site, gatehouse, park restrooms, campsites, etc.

25. GOVERNMENT PROPERTY: The Contractor will be required to return Government property on the last day of the contract. The Contractor may be held liable for any missing or damaged government equipment or materials. **Computers, printers, radios, and telephone equipment provided by the government are for official use only.** Contractor shall not use gatehouse computers for personal business or install any personally owned software. Any damages incurred as result of personally owned software being installed on the Government computers will be considered damages to Government property and Contractor will be held responsible for reimbursement to the Government any cost associated with repairs or replacement of the equipment. Final payment will not be paid until all government property is returned and all fee monies have been turned in.

26. ABSENTEEISM: No payment will be made for time not worked. The Lake Manager should be contacted and given as much advance notice as possible about anticipated absences. All absences must be approved in advance by the Lake Manager. An absence by any one or both of the two-person contract team, without prior approval by the Lake Manager, is grounds for dismissal of the contractor and termination of the contract.

27. ADDITIONAL WORKDAYS: The Contractor may be asked to work additional days in extenuating circumstances.

28. SUBSTITUTION OF TEAM MEMBER: Team member substitution may be allowed upon prior approval by the Contracting Officer.

29. PAYMENT FOR SERVICES: Payment will be made monthly for the actual days worked at the unit price indicated on the bid sheet. Payment will be made via Electronic Fund Transfer (EFT).

30. TERMINATION: Failure of the contractor to provide items in full and to provide complete services listed in the contract specifications and applicable specific park sheets may be grounds for termination. Breach of contract and/or voluntary termination of contract without sufficient cause may jeopardize the contractor's standing for future contracts with the Corps of Engineers. Contractors may be terminated if the Government determines Gate Attendant services are no longer needed due to unforeseen closures of a park or its major facilities (e.g., beaches, boat ramps, restrooms, campgrounds, etc.). Unforeseen closures would include those resulting from droughts, floods, storm damage, infrastructure failure and previously unknown safety hazards.

Inappropriate conduct or unacceptable actions of Gate Attendants may be grounds for termination of the contract. Examples of actions meriting termination include, but are not limited to:

- A. Theft, misappropriation, personal use, and/or improper security and accountability of user fees or government services, property, equipment, facilities and/or supplies. Any of these acts may also result in criminal prosecution.
- B. Consumption of alcoholic beverages and/or intoxication while on duty, and possession or use of illicit drugs at any time.
- C. Discrimination, harassment, profanity, or other inappropriate behavior perpetrated against customers, Corps personnel, or other contractors.
- D. Recurring written and/or verbal complaints from visitors and/or project personnel on Attendant's attitude, lack of cooperation and/or resistance to implementation of policies and programs as directed by the Operations Manager or his/her authorized representative(s).
- E. Failure to follow security procedures, including the allowance of unauthorized personnel inside the gatehouse or the contractor (non-public) work area of gatehouses/entrance stations.
- F. Inability to perform duties and job responsibilities in accordance with the General Specifications, Specific Park Sheet(s) and Project Gate Attendant Manual.
- G. Violations of public health and safety, including smoking in the gatehouse.
- H. Failure to maintain a neat, clean, well-groomed personal appearance.
- I. Failure to abide by Title 36 CFR, Chapter III, Section 327.

31. DUTY OF CONTRACTOR TO FINISH CONTRACT: The Contractor may not terminate the contract. If the Contractor fails to complete the contract through the specified term, the Contractor is subject to reprocurement costs. The Contractor's failure to comply with contract specifications may be grounds for suspension or debarment for a period of time not to exceed 3 years. Acceptance of the contract shall be evidence of such knowledge, approval, or acquiescence of all contract specifications.

32. CONTRACT OPTION PERIODS: The Government retains the right to exercise option periods at its discretion. Option periods shall obligate contractor services for the following year for the same season awarded.

33. INSURANCE: In addition to automobile liability insurance required in Section 9, Attendants are responsible for obtaining and paying for any other insurance desired, including but not limited to, medical, general liability and comprehensive property. The Contractor may be responsible for any damage to private or government property if in the opinion of the Contracting Officer or his designated representative the damage is a result of contractor negligence.

34. OTHER REQUIREMENTS: See the Additional Scopes of Work included in this solicitation for further requirements at the various lakes. Other requirements may include, but are not limited to:

- A. Gatehouse and landscape maintenance
- B. Issuing Annual Day Use Passes and Golden Age Passports
- C. Inspection of group use areas
- D. Documenting and maintaining lost and found items
- E. Monitoring volunteer projects

**U.S. ARMY CORPS OF ENGINEERS
GATE ATTENDANT SCOPE OF WORK
FOR NAVARRO MILLS LAKES**

1. GENERAL INFORMATION: The services to be accomplished under this contract shall be accomplished by a two-person contractor team. Both team members must be identified on the Request For Quotations (bid sheets). Each person must be at least 18 years of age. All work is to be performed by the identified two-person team and may not be subcontracted. In this contract, the term "contractor" will refer to both members of the identified two-person team. Services to be accomplished under this contract shall be in accordance with this scope of work, the Gate Attendant Handbook, and with local and district policies. Both members must be able to fulfill all of the requirements set forth by this contract. The contractor will be required to furnish all labor, equipment, fuel, transportation, tools, and supplies necessary to provide the specified services for the duration of the contract period (except as otherwise noted herein as furnished by the Government). Acceptance of this contract will be evidence of the contractor's knowledge and acceptance of all contract specifications.

NOTE: Potential bidders are welcome to bid on as many of the available gate attendant positions in the Fort Worth District as they wish. However, due to new operating procedures that are being implemented, it is the intention of the U.S. Army Corps of Engineers, Fort Worth District to ensure that any one bidder will receive only one offer for a contract within the Fort Worth District.

2. SELECTION OF SUCCESSFUL BIDDERS

A. Selection of successful bidders (contract award) will be based on bid price and the following factors:

1. Prior experience working as a gate or park attendant for the U.S. Army Corps of Engineers or other agencies.
2. Experience with computer systems.
3. Ability to maintain accurate records and manage (account for) funds (e.g. user fees, campground status, reservations, bills for collection).
4. Ability to interact courteously with the public in stressful situations.
5. Ability to follow procedures and adapt to change.
6. Ability to communicate.

7. CONTRACTORS MUST PASS A CRIMINAL BACKGROUND CHECK.

B. Bidders shall submit the following information with their bids on a separate sheet of paper. This information will be used to rate the bidders on the factors listed above.

1. Description of past work and other experiences applicable to gate attendant duties and/or working with, communicating with, and serving the public. Include past gate attendant contracts with the U.S. Army Corps of Engineers along with the location, dates worked, and a point of contact (with telephone number) at the individual Lake Office.

2. Description of computer experience or training. The bidder should include a list of programs and/or applications that they are familiar with and a general description of their typing abilities.

3. Bidders may also be required to participate in an interview with Navarro Mills Project Office personnel. The purpose of the interview will be to determine the bidder's ability to communicate and to learn more about their experience and qualifications.

3. TERM OF CONTRACT: Navarro Mills Lake, Liberty Hill Park; the contract period will be a twelve month season which will run from 01 October 2008 through 30 September 2009. Option period twelve months 01 October 09 through 30 September 2010. If option periods are included as part of the contract, the Government retains the right to exercise an option period.

4. DUTY DAYS / DUTY HOURS: The specific duty days are specified by park in the "Additional Lake Specifications/Information" section. The duty hours will be from 6:00 a.m. to 10:00 p.m. unless specified differently in the "Additional Lake Specifications/Information" section. At least one team member will occupy the gatehouse between 6:00 a.m. and 10:00 p.m. (or duty hours specified in the individual lake section) each scheduled workday. The contractor will also be available (i.e. at the temporary living quarters) for night security/surveillance and for emergency visitor assistance between the hours of 10:00 p.m. and 6:00 a.m. on the days specified in the "Additional Lake Specifications/Information" section.

5. PRE-WORK CONFERENCE: The contractor will be required to attend a pre-work conference that will be conducted by the Reservoir Manager or his representative at the respective Lake Office. This meeting will be to discuss Corps of Engineers policies, local policies, job duties, and the specifications outlined in this contract. If the time and date of the conference is not listed under the "Additional Lake Specifications/Information" section, the contractor will be notified of the time and date of the meeting for their respective lake when notified that they have the successful bid. The date of the pre-work conference may be scheduled one or two days prior to the start date of the contract period.

6. PERMITS/BONDING: The contractor will, without additional expense to the Government, be responsible for complying with and obtaining any necessary licenses and/or permits. The contractor will comply with all Federal, State, County, and Municipal laws, codes and regulations in connection with the performance of their work. Contractors are now required to obtain a \$5,000 Security Bond. The cost of these bonds range from \$40.00 to \$250.00 depending on the contractor's credit history. The contractor will not be reimbursed for the cost of the bond. The Government will not reimburse additional charges for credit reports. The contractor must submit the bond to their respective Lake Office at the pre-work conference. Note: The names of both members must be listed on the bond.

7. CENTRAL CONTRACTOR REGISTRATION / DUNS NUMBER: It is now mandatory that every contractor working for the Federal Government be registered with the Central Contractor Registration Office (C.C.R.O.). In order to register, the contractor will need to obtain a DUNS number. After a DUNS number has been obtained, the contractor may then register with the C.C.R.O. The contractor must obtain this information and submit it to the local Lake Office before the contract can be awarded. In the event the contractor is not able to provide this information, the contract will be terminated and awarded to another bidder. The instructions for registering with the C.C.R.O. are located on website <http://www.ccr.gov/>. The telephone number for obtaining a DUNS number can be found at 1-888-814-1435.

8. TEMPORARY LIVING QUARTERS: The contractor must furnish a fully operable "self-contained" recreational vehicle (RV) of the travel trailer or motor home type to serve as temporary living quarters for the duration of this contract. Pickup (shell-type) campers, pop-up tent trailers, tents, mini-travel trailers, mobile

homes, buses, or any other types of recreational vehicles which do not meet general size/type requirement or the "self-contained" classification will not be acceptable. The maximum size of the trailer will be determined by physical limitations of the site furnished (see "Additional Lake Specifications/Information" section). The RV must be equipped with a holding tank and a re-circulating or marine type toilet. The Reservoir Manager reserves the right to inspect and accept or reject a contractor's proposed temporary living quarters. The Government will furnish a site for a self-contained travel trailer or motor home with 110-volt electricity and water. Some sites will have sewer hookups. Contractors with sites that do not have sewer hookups will have to utilize the nearest dump station. If the contractor's travel trailer is not compatible with the sewer, water, or electrical outlets available at the site, the Government will not be responsible for making alterations to the utilities or for providing attachments or adapters. The site for the temporary living quarters will typically be near the entrance of the park or in a location designated by the Reservoir Manager.

9. TRAILER SITE AND GATEHOUSE: The contractor will maintain their trailer site in a clean, neat, and sanitary condition at all times. No dog pens, horse corrals, poultry cages, or similar facilities for pets or other animals will be allowed. All pets will be confined in the contractor's trailer or on a leash that is six feet or less in length. No pets will be allowed inside or around (i.e. tied to) the gatehouse at any time. No washers, dryers, deep freezers, or excessive personal items will be permitted outside at the trailer site or inside the gatehouse. The gatehouse will be thoroughly cleaned at the end of each shift. Cleaning will include, but not be limited to, cleaning the toilet facilities, cleaning the windows, mopping the floors, picking up litter, emptying the trashcans, and dusting. The outside of the gatehouse and the grounds around the gatehouse (as defined by the Reservoir Manager) must also be cleaned as needed. Outside cleaning will include, but not be limited to, cleaning the windows, sweeping the sidewalks, removing spider webs and insect nests, and picking up litter. The contractor will provide all necessary cleaning supplies unless otherwise noted in the Additional Lake Information/Specifications section. Refuse will be deposited in the appropriate, outside trash receptacle that is furnished and emptied by the Government. The contractor will be required to water shrubs, trees, and grass in the area of the entrance complex and their personal trailer site, and also keep these areas free of litter. Typically, a separate contractor will be responsible for mowing the grass around the gatehouse and trailer site. Check the "Additional Lake Specifications/Information" section for exceptions. All non-authorized personnel are to remain outside of the gatehouse.

10. VISITORS OF THE CONTRACTOR: The contractor team will be the sole occupants of their site. Adult family members and friends will not live with the contractor. "Living with the contractor" is defined as a person staying with the contractor for more than 14 days in a 30-day period. Visitors of the contractor will be required to lodge in the contractor's trailer, or, if they have their own equipment, visitors will be required to camp at a campsite in the park and pay the regular camping fee. Visitors will not be allowed to connect to the contractor's utilities at any time.

11. CONTRACTOR VEHICLE: The contractor will provide and maintain a vehicle that can be operated independently of the RV for performing contract related duties (e.g. park inspections, posting of reserved sites, etc.). The contractor must submit proof of liability insurance for all motor vehicles they plan to use during the performance of their contract duties to the Reservoir Manager at the pre-work conference. All motor vehicles and operators will comply with state and local laws in regards to vehicle condition and operation.

12. UNIFORM DRESS AND PERSONAL APPEARANCE: When on duty, the contractor will be required to maintain a fully clothed and neat, well-groomed appearance. The contractor will also be required to provide and wear a solid white shirt with collar and buttons, solid dark blue pants (or optional dark blue skirt for women), and appropriate footwear (as determined by the Reservoir Manager) while on duty. Sandals or thongs will not be considered acceptable footwear. The following government furnished items will also be worn while on duty: a red vest with identification patch, a nametag, and an optional red cap with identification patch. Shoes must be worn at all times while on duty. The red vest and nametag will be returned to the Lake Office on the last day of the contract period.

13. COMMUNICATION/COOPERATION WITH OTHERS: The contractor must be able to communicate effectively with the public, lake staff, and other contractors. The contractor must also cooperate with the public, other gate attendants, Corps of Engineers employees, and other government contractors. The contractor will allow Corps of Engineers employees to utilize communication and other government owned equipment in the gatehouse.

14. WEAPONS/ FIREARMS: The contractor will not carry or display firearms, pepper spray, mace, clubs, or any item or piece of equipment that may be construed as a weapon. This policy will be followed despite any "conceal and carry" permit the contractor may possess.

15. ALCOHOL/DRUGS: The contractor will not consume, use, or be under the influence of, alcoholic beverages, drugs and/or medication (unless prescribed by a doctor) while on duty or in view of the public when off-duty.

16. SMOKING: Smoking in the gatehouse or in view of the public is prohibited. The contractor will be responsible for properly extinguishing all smoking materials and disposing of such materials in waste receptacles.

17. USER FEES: The contractor will follow fee collection, credit voucher, refund and campsite reservation procedures established by the U.S. Army Corps of Engineers, Fort Worth District. The contractor will be required to collect user fees daily as specified by the Reservoir Manager and to insure that campers are "paid up." Some parks may require that the contractor go through the park to collect fees (see "Additional Lake Specifications/Information" section). The contractor will utilize the U.S. Army Corps of Engineers User Permit, ENG Form 4457 and/or an automated cash register, computer system (Automated Use Permit System [AUPS] or Park Office software) and/or make collections from an honor vault (see "Additional Lake Specifications/Information" section). The contractor may be required to collect user fees for specialized recreation sites, facilities, and/or services provided by the Corps of Engineers. This may include, but is not limited to, camping, group facility use, day use, special facility use, multiple site rental use, and visitor-to-camper fees. The contractor may also be required to sell annual day use passes and/or golden age passports. The contractor will be required to process refund requests as directed by district and local policies. The contractor will be required to accept cash, personal checks, traveler's checks, money orders, appropriate credit vouchers, and credit cards as methods of use fee payment. The contractor will be required to provide personal cash for change. The contractor will be responsible for keeping and safeguarding fee monies, use permits (ENG Form 4457), credit card receipts, cash register receipt tapes, remittance registers, bills for collection, and any other documents as required by district or local policy until turned over to an authorized fee collector/cashier. The contractor may be audited at any time without prior notice. All collected use fee payments/monies will be placed in the gatehouse fee safe immediately upon receipt and will be immediately available for collection and/or audit. The contractor will be required to turn in the use fee monies to the Government according to current policy. This may include: delivering and depositing fee monies in a bank designated by the Government, delivering fee monies to the Lake Office, or turning fee monies over to an authorized fee collector. The method of fee submittal may change during the contract period due to the implementation or upgrade of the NRRS/Park Office system. The contractor will also be required to submit all receipts, reports, remittance registers, and/or bills for collection as specified by the Reservoir Manager and district policy.

NOTE: Each time use fees are turned in; the contractor will be required to purchase, at their own expense, a cashier's check for the amount of cash fee monies included in the remittance. At the discretion of the Reservoir Manager, the use of money orders may be authorized for the submittal of the cash portion of the remittance.

18. CAMPSITE RESERVATIONS:

A. In parks participating in the National Reservation System (NRRS), the contractor will perform the following duties:

1. Pickup reservation data reports (e.g. arrival reports, cancellation reports, etc.) from the local Lake Office or accept the reports delivered by government personnel and/or transmitted by telephone, electronic mail (computer), facsimile machine, etc.
2. Maintain and update status reports utilizing charts, status boards, notepads, card systems, computer/cash register systems, AUPS, and/or Park Office software (as specified by the Reservoir Manager) to insure that the status of the campground is known at all times.
3. Monitor and record dates of arrivals, departures, cancellations, and no-shows. The contractor will be required to submit "no show reports" to the Lake Office in the format specified by the Reservoir Manager.
4. Fill out refund and credit voucher forms according to policy.
5. Post reserved and available campsites. The contractors will physically mark or post reserved/available sites in the campground in the manner specified by the Reservoir Manager.
6. Maintain records necessary for the administration of the campsite reservation program as directed by the Reservoir Manager.
7. Contractors may be required to make advance reservations for customers from the gatehouse by way of the computer (Park Office software).

B. Reserve America (the NRRS reservation contractor) is responsible for advance campsite reservation services consisting of receiving and booking reservation requests, collecting and processing reservation service fees and camping fees, handling cancellation and refund requests, and transmitting reservation bookings to the appropriate parks and Lake Offices. The contractor will accept the Reserve America confirmation letter as proof and payment of the reservation.

19. VISITOR ASSISTANCE: The contractor will occupy the gatehouse at all times during duty hours and will assist the public by answering questions and providing information about the lake, parks, campground rules/regulations, and local businesses or attractions. The contractor's positive attitude and willingness to assist the public is crucial in portraying a positive image for the individual lake and the entire Corps of Engineers. The contractor will utilize materials such as lake maps, park maps, rules and regulations (Title 36) pamphlets, and other "handout" materials as needed to assist and inform the public. The Reservoir Manager may also direct the contractor to handout water safety or other types of flyers/pamphlets to all park users that enter the park. When a park user checks in or first enters the park, the contractor will advise them about quiet hours (10:00p.m. to 6:00a.m.) and other basic campground rules such as "utilize developed facilities or designated overflow facilities only" and "operate and park all vehicles on designated roads and parking areas." The contractor will also assist the park users by delivering emergency messages when needed. The Reservoir Manager may also direct the contractor to participate/assist in conducting surveys and other data collection activities.

20. CAMPGROUND STATUS: The contractor will maintain a record of the current status of each site occupied with the method specified by the Reservoir Manager. The contractor will keep a written record of a camper's length of stay to insure compliance with the Government's 14-day camping regulation (Title 36 Section 327.7[b]). The contractor will register park users and issue appropriate passes as required by the Reservoir Manager. The contractor will keep a written record of campers who are turned away due to lack of campsites or lack of specific type of campsite (e.g. electric sites).

21. GROUP SHELTERS: In parks that have day use group shelters or group camps, the contractor will be required to open/close group facility gates, receive payment for group facility use, keep group facility records, and perform any other group facility function specified by the Reservoir Manager. The contractor will also be required to monitor the use of the group facilities

to insure compliance with policies and regulations.

22. PARK GATE OPERATION: The contractor will open and close park gates as required by the Reservoir Manager. The contractor will open the park gates after hours for emergency personnel and will allow park users to exit the park regardless of the hour.

23. PARK INSPECTIONS: The contractor will inspect their respective park area(s) and facilities the minimum number of times each day as specified by the Reservoir Manager or the number of times necessary to properly maintain orderly park operations. During all inspections, if the contractor observes park users violating Corps of Engineers' rules and regulations, the contractor should ask for compliance. The contractor will not pursue enforcement. If a violator persists, the contractor will contact the Reservoir Manager or a park ranger for assistance and enforcement. The contractor will not approach any situation that appears to be potentially dangerous or that involves a serious offense (e.g. fight in the park, suspected drug use, etc.).

24. ACCIDENTS/OFFENSES: The contractor will promptly notify the Reservoir Manager or a park ranger about any accidents, violations of law, disturbances, and situations that could affect the health and safety of park users or result in damage to government property. In the event the contractor is unable to communicate with the Reservoir Manager or a park ranger, the contractor should contact local law enforcement officers if the situation warrants. Any such communication with local law enforcement officers/agencies will be reported to the Reservoir Manager as soon as possible. The contractor will not attempt to apprehend any violators or otherwise place themselves in dangerous situations. Serious incidents (e.g. fatality on government property) will be reported immediately to the Reservoir Manager or a park ranger, the local law enforcement agency, and the appropriate emergency service agency (e.g. ambulance, fire department).

25. COMPLAINTS: The contractor will keep a written record of complaints and criticisms of park facilities and operations. These records will be submitted to the Reservoir Manager or his representative. Serious complaints (e.g. safety or public health items) will be reported immediately to the Reservoir Manager or a park ranger.

26. LOST AND FOUND: The contractor will initially keep "lost and found" items in the gatehouse until the items can be turned over to a park ranger or turned into the Lake Office.

27. SUPPLIES & EQUIPMENT: The Government will typically provide a fee collection gatehouse, fee safe, gate house telephone, control gate, log books, notepads, campsite occupancy map and status board (if available), User Permits (ENG 4457), use fee credit vouchers and refund forms, appropriate computer equipment or cash register, lake maps, rules and regulations pamphlets, and other printed materials as needed. See the "Additional Lake Specifications/Information" section for exceptions and/or additions to government supplied equipment and supplies. Government supplies and equipment will be for official use only.

28. COMMUNICATIONS: The Government will furnish a telephone for communication. The telephone will be used for Official Use Only. Proper telephone usage will be explained at the pre-work conference.

29. GOVERNMENT PROPERTY: The contractor will be required to return all government furnished equipment and supplies on the last day of the contract. The contractor may be held liable for any missing or damaged government equipment or materials.

30. SUBSTITUTION OF A TEAM MEMBER: Team member substitutions may be allowed if approved by the Contracting Officer.

31. ABSENTEEISM: No payment will be made for time not worked. All absences must be approved in advance by the Reservoir Manager. The Reservoir Manager, or his authorized representative, must be contacted and given as much advance notice as possible about anticipated absences. An unauthorized absence by either or both of the

two-person contract team, without prior approval by the Reservoir Manager, will be grounds for terminating the contract.

32. PAYMENT FOR SERVICES: Payment for services provided by the contractor will be made monthly for the actual days worked at the unit price indicated on the bid sheet. The actual day that the contractor receives payment may vary from month to month (typically it will be around the fifth or sixth of the month). The contractor will mail a payment invoice to the Finance Center at the end of each month. The Government will provide the proper forms and the address of the Finance Center. The contractor will also provide a copy of the invoice each month to the local Lake Office in the manner specified by the Reservoir Manager. The contractor will not receive payment for a submitted voucher for at least 30 days unless prompt payment discounts are indicated. Payment to the contractor will be deposited electronically into the contractor's bank account.

33. INSPECTIONS AND CONTRACTOR PERFORMANCE: The services performed by the contractor will be subject to inspection by the Contracting Officer or his designated representative to insure compliance with the terms of this contract. The contractor will be advised as soon as possible of any deficiencies in their performance. Upon being advised of a deficiency, the contractor must take immediate action to correct the deficiency and to insure that the deficiency does not recur. Deficiencies, especially recurring deficiencies, will be grounds for terminating the contract (see item 35, TERMINATION). The contractor will be expected, after a reasonable training period, to efficiently and accurately perform all aspects of their contractual duties including, but not limited to, fee collection, computer/cash register operation, remittance of use fees, performance of visitor assistance, adherence to policies, and basic park operation.

34. DUTY OF CONTRACTOR TO FINISH CONTRACT/OPTION PERIOD(S): The contractor may not terminate or "abandon" the contract. If the contractor fails to fulfill the contract through the specified term(s) (including option periods exercised by the Government), the contractor may be charged the cost of procuring a replacement contract and may be barred from being awarded future contracts. If option periods are indicated, the Government reserves the right to exercise an option period or periods for the specified term. If an option period is exercised, the contractor must provide the services outlined in this contract for the term specified. "Option periods" are the option of the Government and not the option of the contractor.

35. TERMINATION: Inappropriate conduct or unprofessional actions by the contractor may be grounds for immediate dismissal and termination of the contract. Examples of actions that may require immediate dismissal/termination include, but are not limited to, consuming alcoholic beverages and/or using drugs while on duty or in view of the public, being intoxicated or under the influence of drugs while on duty or in view of the public, cursing at and/or harassing park users, carrying/possessing a firearm, stealing user fee payments, monies, or government property or materials, using collected use fee payments/monies or government equipment/materials for personal use, causing inappropriate or unwarranted physical contact with the public, government personnel, or other contractors, recurring written and/or verbal complaints from the public on the contractor's attitude or performance, failing to cooperate with government personnel or other contractors, failing to follow district or local policies and programs (including policies and procedures outlined in the "Gate Attendant Handbook"), and failing to correct deficiencies. Failure by either one of the team members to provide items and services specified in this contract may be grounds for terminating the contract under FAR 52.249-8 and this clause. Depending on the severity of the reason for termination, the contractor may be barred from being awarded future contracts.

36. ADDITIONAL INFORMATION: Contact the following individuals for more information at each lake:

Navarro Mills Lake, Billy W. Wise

254-578-1431

Additional Lake Specifications/Information

Navarro Mills Lake

Park Available

Liberty Hill Park

Tour of Park	4 miles
Campsites	102
Group Shelter	1
Boat Ramp	2
Marina	1

Term of Contract

The term of the contracts for all positions in Liberty Hill Park will be 12 months contracts: From 01 October 2008 to 30 September 2009. The contracts will have a one-year option for 2009-2010.

Work Schedules

Contractor teams will be required to work a four day on /four day off rotating schedule.
On Duty 6:00 a.m. to 10.00 p.m.

Availability Hours: 6:00 a.m. on the first day of the four-day shift to 6:00 a.m. on the morning after the last day of the four-day shift.

Types of Fees Collected/Items to be sold

Camping
Day Use (Boat Ramp)
Group Shelter

Annual Passes

Miscellaneous Fees

Exceptions/Additions to the Gate Attendant Scope of Work

Park Inspections: The contractors in each park will be required to make a minimum of four inspection tours of the park each day they are on duty. The Reservoir Manager reserves the right to increase the minimum number of inspection tours as needed.

Pre-work Conference: The pre-work conference will be held at the Navarro Mills Lake Office on 29 September 2008 at 10:00 a.m.

NRRS Training: The contractor will need two days of training prior to beginning their contract term if the contractor has no experience with the computer program, Park Office. This training will be completed within two week before the contract starts.

User Fee Monies: Each week, the contractor: WILL BE REQUIRED TO MAIL THEIR BFC TO NRRS BY 11AM ON THE FIRST DAY THEY RETURN TO WORK (MONDAY – SATURADAY). ATTENDANTS CAN USE ONLY THE LOCAL POST OFFICES. GATE ATTENDANTS WILL BRING REPORTS, BFC, PERMITS, MONEY ORDER RECEIPTS, CERTIFICATE OF MAILING, CUSTOMER RECEIPT FROM POST OFFICE AND TRACKING DISK TO PROJECT TO BE AUDIT BY 1200 NOON.

Temporary Living Quarters Telephone Service: The Government will provide a single telephone line at the trailer site. The contractor will provide the telephone. This line will be used for official business only.

**WINTER WORK SCHEDULE
4 DAYS ON/4 DAYS OFF**

“A” SHIFT – GREY “B” SHIFT - WHITE

OCTOBER 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
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23	24	25	26	27	28	29
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DECEMBER 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

TOTAL WORK DAYS: Shift "A" – 92 Days Shift "B" – 91 Days

WORK SCHEDULE 4 DAYS ON 4 DAYS OFF	
SCHEDULE "A"	SCHEDULE "B"
<u>LIBERTY HILL PARK</u>	<u>LIBERTY HILL PARK</u>
<u>OAK PARK</u>	<u>OAK PARK</u>

**SUMMER WORK SCHEDULE
4 DAYS ON/4 DAYS OFF**

“A” SHIFT – GREY “B” SHIFT - WHITE

APRIL 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
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JULY 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

TOTAL WORK DAYS: Shift "A" – 92 Days Shift "B" – 91 Days

WORK SCHEDULE 4 DAYS ON 4 DAYS OFF		
SCHEDULE "A"	SCHEDULE "B"	
<u>LIBERTY HILL PARK</u>	<u>LIBERTY HILL PARK</u>	
<u>OAK PARK</u>	<u>OAK PARK</u>	<u>OAK PARK DAY USE AREA</u> DAYS OFF: M, T, W, TH
<u>WOLF CREEK PARK</u>	<u>WOLF CREEK PARK</u>	
<u>PECAN POINT PARK</u>	<u>PECAN POINT PARK</u>	

**WINTER WORK SCHEDULE
4 DAYS ON/4 DAYS OFF
1 OCT 2009 thru 31 MAR 2010**

“A” SHIFT – GREY “B” SHIFT - WHITE

OCTOBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
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NOVEMBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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15	16	17	18	19	20	21
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29	30					

DECEMBER 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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27	28	29	30	31		

JANUARY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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FEBRUARY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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14	15	16	17	18	19	20
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MARCH 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

TOTAL WORK DAYS: Shift "A" – 92 Days Shift "B" – 90 Days

WORK SCHEDULE 4 DAYS ON 4 DAYS OFF	
SCHEDULE "A"	SCHEDULE "B"
<u>LIBERTY HILL PARK</u>	<u>LIBERTY HILL PARK</u>
<u>OAK PARK</u>	<u>OAK PARK</u>

**SUMMER WORK SCHEDULE
4 DAYS ON/4 DAYS OFF
FY2010 SUMMER
1 APRIL 2010 thru 30 SEPTEMBER 2010
“A” SHIFT – GREY “B” SHIFT - WHITE**

APRIL 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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MAY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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JUNE 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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JULY 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2010

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

TOTAL WORK DAYS: Shift "A" – 92 Days Shift "B" – 91 Days

WORK SCHEDULE 4 DAYS ON 4 DAYS OFF		
SCHEDULE "A"	SCHEDULE "B"	
<u>LIBERTY HILL PARK</u>	<u>LIBERTY HILL PARK</u>	
<u>OAK PARK</u>	<u>OAK PARK</u>	<u>OAK PARK DAY USE AREA</u> DAYS OFF: M, T, W, TH
<u>WOLF CREEK PARK</u>	<u>WOLF CREEK PARK</u>	
<u>PECAN POINT PARK</u>	<u>PECAN POINT PARK</u>	

**ONE YEAR PERIOD
NAVARRO MILLS LAKE, TEXAS**

Contract Gate Attendant Services for one (1) year at the following parks for the period 1 October 2008 through 30 September 2009. With one (1) year option period 1 October 2009 through 30 September 2010.

ITEM	Description/Position	Qty of Days	Bid Per Day	Total
0001	Liberty Hill (A) 4-Day On / 4-Day Off-Base Year (1-Oct 08 Thru 30 Sep 09)	184	\$ _____	\$ _____
0002	Liberty Hill (A) 4 Day On / 4 Days Off-Option Year (1-Oct 09 Thru 30 Sep 10)	184	\$ _____	\$ _____
0003	Liberty Hill (B) 4 Day On / 4 Day Off-Base Year (1 Oct 08 Thru 30 Sep 09)	181	\$ _____	\$ _____
0004	Liberty Hill (B) 4 Day On / 4 Day Off-Option Year (1-Oct 09 Thru 30 Sep 10)	181	\$ _____	\$ _____

Bidders must bid option year to be considered for any year.

POINT OF CONTACT FOR NAVARRO MILLS LAKE IS BILLY W. WISE @ 254-578-1431

BIDDER NAME HERE: _____

**GATE ATTENDANT
SCOPE OF WORK
PROCTOR LAKE TEXAS
Copperas Creek Park (A&B Contracts)
July 2008**

1. The attendant team will consist of two persons capable of fulfilling the terms of the contract by maintaining 24-hour surveillance at the park on a schedule of 4 days on and 4 days off. The gate attendant will be given the option of taking 4 days off without pay during Christmas of each year. During the period of the 2nd Friday in March through 30 September, at least one attendant will spend 16 hours on active duty and an additional 8 hours of availability in the park each day. For the period of October through the 2nd Thursday in March, the attendant will be required to maintain a schedule of 10 hours of active duty and 14 hours of availability in the park. A schedule of work days and hours will be furnished prior to starting work. The schedule is subject to change with 1-week advance notice.
2. Contractor will be required to attend a pre-work conference with the POC to review the terms of the contract, to discuss expectations, and to receive a lake-specific orientation. Contractor will be required to learn and properly use the NRRS computer system prior to the contract start date. If the contractor is not already familiar with the NRRS computer system then they should make prior arrangements with the lake manger or his representative for training. The NRRS system is complicated and cannot be learned in one day; therefore, please contact the lake staff as soon as possible to schedule training several days before the contract period begins. The contractor will not be paid for these training days or the day set aside for the pre-work conference.
- 3. During the period of October through the 2nd Thursday in March a portion of the park will be closed. This will reduce the number of sites and area the gate attendant will be required to maintain under surveillance by approximately 50%.**
4. The gate attendant will be responsible for closing the park entrance gate at 10 p.m. and opening it at 6 a.m. each day. The attendant will also check all lights at the gatehouse and entrance gate prior to closing the gate to assure they are working properly. If the lights are not in working order, the attendant will promptly report the problem to a Corps of Engineers representative. The gate attendant will open the gate as needed to allow the entrance of law enforcement or other emergency vehicles regardless of the time of night.
5. The gate attendant will advise all park users to utilize developed facilities or designated overflow areas. The attendant will also advise all visitors to the park to operate their vehicles on developed roadways or designated overflow areas only. The attendants on duty will record the site taken and maintain a permanent record of the current status of sites occupied and the period of stay.

6. The attendant will make a check of their assigned parks according to the following schedules:

A. Camping Area 2nd Friday in March through September

- Saturdays, Sundays, and holidays - once between 8 a.m. and 12 noon and three times between 1:00pm & 10:00pm

- Weekdays (excluding holidays) - once between 8 a.m. and 12 noon and two times between 2:00pm & 10:00pm

October through 2nd Thursday in March

- Weekends - twice each day, once during the morning and once during the afternoon.

- Weekdays - once each day

B. Day Use Area 2nd Friday in March through September

-Daily - twice each day, once during the morning and once during the afternoon.

October through 2nd Thursday in March

- Daily - once each day during the afternoon.

These are a minimum number of checks that are required to be made by the contractor; more may be required depending on conditions in the park. During these checks day users will be advised of the availability of the day use areas and charged a user fee if they use facilities in the fee parks. The contractor's private vehicle will be used for making rounds within the park. The contractor is responsible for all operating costs of the vehicle.

7. Contractors are required to cooperate with other Government contractors and Government employees. Any inter-personal conflicts, which go unresolved, could result in the termination of the contract.

8. The gate house will be kept in a neat orderly condition and thoroughly cleaned at end of each shift; toilet facilities cleaned, floors cleaned and mopped, windows washed, all litter picked up and trash dumped, the entire building dusted, and the outside area cleaned, etc. The contractor will furnish cleaning supplies and toilet paper for the gatehouse. Contractors are required to water and weed out the planter boxes outside the gatehouse.

9. Additional furniture may be placed in the gatehouse only with the approval of the gate attendant POC.

10. The attendant will observe weather and lake conditions and notify the Ranger(s) on duty in the case of severe weather or increases in lake levels. Weather warnings that are received by the attendant will also be relayed to the Ranger(s) on duty.

11. In case the other gate attendant in the same park does not complete his/her contract, the remaining gate attendant may be assigned to that park on a full time basis (7 days/week, 24-hour duty time) until another contractor can be procured. Every effort will be made to avoid this situation, including utilizing off-duty attendants from other parks.

12. The attendant is responsible for providing \$100.00 to make change during the term of the contract.

13. Contractor will be audited monthly by the gate attendant POC or authorized person designated by the Reservoir Manager. Monthly audits ensure proper handling and processing of all accountable fees accordingly.

14. One (1) gate attendant will occupy the gatehouse **at all times** during scheduled duty hours.

15. The contractor shall furnish a fully operable self-contained recreational vehicle of the travel trailer or motor home type to serve as temporary living quarters for the duration of the contract. The Government will provide a designated site for the recreational vehicle. Maximum size of the recreational vehicle is determined by the physical limitations of the site furnished. In the event the contractor furnishes a recreational vehicle that exceeds the physical limitations of the site, site alterations to accommodate the recreational vehicle cannot be guaranteed and are at the discretion of the Reservoir Manager.

16. Contractors in both parks will be required to issue Use Permits and Passes to users of the day use areas.

17. Contractors will also be responsible for changing the gate access code to the day use area in Copperas Creek Park.

18. Invoicing – Gate attendants will be required to prepare and mail their own invoice the disbursing office in Millington, TN no earlier than five(5) days before the end of the month.. The contractor should expect a 30 - 45 day waiting period between the date that the invoice is sent in and the date that payment is received. If the contractor chooses, he/she may offer a discount to receive payment sooner than the normal 30 - 45 day period. Specific details will be provided upon award of contract.

19. Bill of Collection processing – Gate Attendants will deliver completed Bill of Collections with remittance to the lake office no later than the second business day after the end of their shift. The contractor will call for an appointment prior to bringing the completed Bill of Collection to the office. The contractor will be responsible for procuring money order(s) at the contractor's expense for the cash portion of each Bill of Collection. Money order fees will **not** be deducted

from funds collected. The contractor prior to final approval will make any necessary adjustments to the Bill of Collection. Complete instructions on Bill of Collections are contained in the Operating Procedures Manual located in each gate house.

20. Contractor will not disparage, vilify, or speak negatively against Corps of Engineers, its policies, or procedures in the presence of the public.

**GATE ATTENDANT BID SCHEDULE
ONE YEAR PERIOD
PROCTOR LAKE, TEXAS**

Contract Gate Attendant Services for one (1) year at the following parks for the period **1 October 2008 through 30 September 2009**. *Option* for one (1) year for the period **1 October 2009 through 30 September 2010**.

ITEM	Description/Position	Qty of Days	Bid Per Day	Total
0001	Copperas Creek (A) 4-Day			
a.	Winter Season (1-Oct 2008 Thru 31-March 2009)	92	\$ _____	\$ _____
b.	Summer Season (1-April 2009 Thru 30 Sept 2009)	92	\$ _____	_____
Total Contract Price:			\$ _____	_____

0002	<i>Option Year</i> Copperas Creek (A) 4-Day			
a.	Winter Season (1-Oct 2009 Thru 31-March 2010)	92	\$ _____	\$ _____
b.	Summer Season (1-April 2010 Thru 30-Sept 2010)	92	\$ _____	\$ _____
Total Contract Price:			\$ _____	_____

BIDDER NAME HERE: _____

**SCOPE OF WORK
WHITNEY LAKE WINTER ATTENDANTS
July 2008**

1. PARKS:

Plowman Creek "B", McCown Valley "B", and Kimball Bend "A" and "B" are anticipated winter vacancies. The contract period is 01 October 2008 through 31 March 2009. There will be a one option year on this contract for the period 01 October 2009 through 31 March 2010.

2. GOVERNMENT WILL SUPPLY THE FOLLOWING:

- a. The Government will provide temporary living sites near the gatehouse for a self-contained trailer with electrical hook-ups, water and sewer facilities.
- b. The Government will provide the following materials: all forms, maps, brochures, handouts, light bulbs, computer paper, and paper-towels for the towel dispenser, water hoses and sprinklers.

3. CONTRACTOR WILL SUPPLY THE FOLLOWING:

- a. The Contractor shall provide gatehouse operation and work schedule hours that include weekends and all Federal holidays, except when the holiday falls on the Contractor's day off.
- b. The Contractor is required to have phone service in their trailer and shall be responsible for all connection and /or disconnect fees, long distance fees and basic monthly bills. The Government has provided a phone jack at the Contractor's trailer site, although cellular phone service is allowed if the contractor chooses. Some areas around the lake have poor reception. The following is the local service carrier:

Valor Telecom - Lofers Bend and McCown
Sprint - Cedron Creek

- c. The Contractor shall provide all equipment, tools, supplies and materials necessary to clean the gatehouse. They shall also furnish notepads, trash bags, staples, pens, pencils, tape, soap, toilet paper and any other materials needed to operate the gatehouse.

4. GATEHOUSE OPERATION:

- a. Twenty-four (24) hour surveillance shall be maintained throughout the week. The gates shall be opened at 6:00 a.m. and closed at 10:00 p.m. by the contractor. From time to time, the lake office may request that the contractor open the gates earlier or close later

for a specific event. Gate house operation will begin at 8:00 a.m. and do not end until 10:00 p.m. Contractor will be required to be available at their trailer between the hours of 10:00 p.m. and 8:00 a.m. to provide emergency ingress service. At least one team member shall occupy the gatehouse at all times during scheduled duty hours. Duty hours shall begin at 6:00 a.m. on the first day of the work schedule and end at 6:00 a.m. on the day after their last day of the work schedule.

b. The following is a work schedule to be worked by the Contractor:

CONTRACTOR	DAYS PER WEEK	DAYS WORKED
Contractor "A" (All Parks)	4	Monday, Tuesday, Wednesday and Thursday
Contractor "B" (All Parks)	3	Friday, Saturday and Sunday
McCown Day Use Contractor	4	Friday, Saturday, Sunday, and Monday

NIGHT DUTY – Contractor shall be required to be available at their trailer between the hours of 10:00 p.m. and 8:00 a.m. to provide emergency ingress services each night the contractor works.

- c. Should an emergency or personal business warrant, arrangements maybe made in advance to allow the attendants to be away from the trailer site over night. If possible, at least 36 hours advanced notice will be given to the Contracting Officer’s Representative.
- d. McCown Day Use Contractor may be asked to work additional days if a major holiday falls on their day off (example: 4th of July falls on Tuesday). **A list of holidays is provided as item 15 of this scope of work.**
- e. Communications – Radio and/or telephone equipment for the gatehouse provided by the Government are for official use only. Phone service lines in the gate house shall be used for telephone service only. Gate Attendants shall not use the line for personal internet access services at any time.
- f. User Fees
 - (1) The Contractor will collect all user fees. User fees will be collected through the operation of a computer system or cash register. Additional user fees such as equestrian, day use, or group shelters, in nearby park areas will also be collected through the computer system. The Government will provide training for computer operation. **Both members of each Contractor 2-Person Team must have basic typing skills. Searching and striking each key one at a time is not acceptable. Training for typing will not be provided.**

- (2) Remittance – User fees and user fee documents will be collected from the Contractor at the gatehouse by contract fee collection personnel, although on limited occasions or at the end of a contract, the gate attendants will be required to turn in user fees, user fee documents and issued items at the Project Office. The frequency of pick-ups will be determined by the amount of money collected and will not be less than once per week.

5. MATERIALS AND SUPPLIES:

It shall be the Contractor's responsibility to maintain an adequate supply of materials to perform the day-to-day activities of the job. Materials and supplies provided by the Government are for official use only. The Fee Contractor or lake staff will deliver these materials and supplies as identified in item 2.a. and 2.b. The Gate Attendant Contractor shall supply all supplies except those specified (see item 3).

6. PARK INSPECTION:

Gate Attendants shall patrol the entire park a minimum of four (4) times daily in accordance with established policy of the Lake Manager. One inspection patrol should be made as soon as possible after opening the park gates at 6am, and one inspection patrol should be made approximately 30 minutes prior to locking the gates at 10pm. The Inspections should be evenly spaced throughout the shift. One attendant must remain on duty at the gatehouse while the other patrols the campground. Gate attendants shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. Gate Attendants shall keep a patrol inspection report in a neat and timely manner. Gate attendants shall verify campground occupancy status, check restrooms, and document any property vandalism or theft during patrols. Evening patrols shall be utilized to check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. Park cleaning contract personnel will be notified by the gate attendants of any restroom lights that are found to be inoperative during the next scheduled cleaning day. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after finding them inoperative.

7. GATEHOUSE AND LANDSCAPE MAINTENANCE:

- a. Gatehouse – The contractor is responsible for maintaining the gatehouse, both inside and outside in a clean, orderly and sanitary condition at all times. The contractor is also responsible for keeping the area within seventy-five (75) feet of the gatehouse and their trailer site free of litter. Gate Attendants shall provide all equipment, tools, supplies and materials necessary to clean the gatehouse.

- (1) Mop floors weekly.
- (2) Sweep and dust inside of gatehouse daily to remove dust and debris.

(3) Wash/clean windows (interior & exterior) weekly.

- b. Landscape maintenance – Contractor shall water the lawn, flowers, trees and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by project personnel. The Government will provide hoses and sprinklers. Contractor shall also remove weeds from flowerbeds as instructed by project personnel.

8. ANNUAL PASSES:

As permitted by the Lake Manager, Gate Attendants will issue Annual Day Use Passes.

9. CAMPING STATUS:

The gate attendant will make sure that the individuals that are on the reservation arrival reports are current and in agreement with (NRRS) National Recreation Reservation System (Park Office). Gate attendants shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager.

10. OTHER DUTIES:

- a. Lock and unlock gates, restrooms and other facilities to prevent damage to public or private property.
- b. Timely reporting of maintenance items to the Lake Office.
- c. Provide campground status reports to other contractors as needed.
- d. Timely reporting of incidents, accidents and any other unusual events to Lake Personnel.
- e. Check for tripped electrical breakers as needed.

11. UNIFORMS:

Contractors will be required to wear white shirts and blue pants or shorts. Shorts will be no less than 2 inches above the knee.

12. SMOKING:

Smoking inside the gatehouse shall not be allowed. Proper disposal of cigarette butts will be required if the Contractor smokes outside.

13. PRE WORK CONFERENCE:

All Contractors will be required to attend an orientation at the **Whitney Project Office**. Payment will not be received for attending the orientation.

14. FISHING TOURNAMENTS:

If a Lake Activity Permit is issued for a fishing tournament within the park, the

Contractor may be notified by the Lake Office to open the entrance gates as early as 5:00 a.m.

15. HOLIDAYS – Check with the Whitney Lake office to a complete listing.

2008-2009

LABOR DAY	Sep
COLUMBUS DAY	Oct
VETERANS DAY	Nov
THANKSGIVING	Nov
CHRISTMAS	Dec
NEW YEAR'S	Dec
MARTIN LUTHER KING DAY	Jan
WASHINGTON'S BIRTHDAY	Feb

**BID SCHEDULE GATE ATTENDANT CONTRACT SERVICES
WHITNEY LAKE**

ITEM	Description/Position	Qty of Days	Bid Per Day	Total
0001	KIMBALL BEND (A) 4-Day			
a.	1-Oct 2008 Thru 31-March 2009	104	\$ _____	\$ _____
	Option Year			
b.	1-Oct 2009 Thru 31-March 2010	104	\$ _____	_____
			Total Contract Price:	\$ _____
0002	KIMBALL BEND (B) 3-Day			
a.	1-Oct 2008 Thru 31-March 2009	78	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	78	\$ _____	\$ _____
			Total Contract Price:	\$ _____
0003	McCOWN VALLEY (B) 3-Day			
a.	1 Oct 2008 thru 31 March 2009	78	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	78	\$ _____	\$ _____
			Total Contract Price	\$ _____
0004	PLOWMAN CREEK "B" 3-Day			
a.	1 Oct 2008 thru 31 March 2009	78	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	78	\$ _____	\$ _____
			Total Contract Price	\$ _____

Bidders must bid option year to be considered for any year.

POINT OF CONTACT FOR WHITNEY LAKE IS JONNY GILES – (254) 622-3332.

BIDDER NAME HERE: _____

**WACO LAKE
WINTER GATE ATTENDANT SCOPE OF WORK
(Additional)
July 2008**

A. GENERAL

1. Duration of Contract: Contractors (Gate Attendants) bid for six-month WINTER or SUMMER seasons. Winter contracts comprise the months October - March. Summer contracts comprise the months April - September. The Government retains the right to exercise option years at its discretion, obligating Contractor services during the following year for the same-awarded season.

2. Job Requirements: The Contractor shall bid as a two (2) person, adult (over 18 years of age) team to provide the services required of gate attendants at Waco Lake.

a. **Government will supply the following**: A living site near the gatehouse for a self-contained trailer. Each gate attendant site will have electrical hook-ups, water and sewer facilities. The Government will also provide the following materials: all forms, maps brochures, handouts, light bulbs, computer paper, paper towels for the towel dispenser, water hoses and sprinklers.

b. **Gate attendants shall supply all materials needed to operate the gatehouses**. This list includes, but is not limited to, hi-liters, colored markers, notepads, staples, staplers, pens, pencils, tape and any other items that may be necessary to operate the gatehouse.

3. Duty Shift Schedules. The Contractor will maintain 24-hour surveillance in the park in accordance with the Gate Attendant Work Schedule. The Contractor's work schedule may include weekends, Federal Holidays, and may be subject to change with at least one (1) week advanced notice. Emergency events may adjust this advanced notice schedule. An updated schedule of work days (filled in with Contractor's names) and duty times will be furnished at the Gate Attendant Prework Conference. The contractor may also be required to hand out and collect visitor passes, conduct camper surveys, change site markers, and/or check the traffic counters.

a. Surveillance Hours. Duty hours for all camping parks, 6:00 am - 10:00 pm, are the times during which the Contractor will be required to perform visitor assistance duties in accordance with the Mid-Brazos Gate Attendant Scope of Work, all paragraphs. One (1) gate attendant **will occupy the gatehouse at all times during scheduled duty hours**. The surveillance hours for the day use parks will be 6:00 am - 9:00 pm.

b. Availability Hours. Non-duty hours are from 9:00 pm/10:00 pm - 6:00 am each scheduled workday, during which the Contractor must be inside the park in which they reside for response to unexpected events including, but not limited to; opening gates, assisting emergency vehicles, driving through park, reporting maintenance issues.

4. User Fees. The Fee Collection Contractor will collect user fees in accordance with procedures established by the Lake Manager. The ORMS program, or fee books will be used in all camping parks, and cash registers in the day use parks. **Day use parks may be required to travel to campgrounds to input fee collection data into ORMS system**. If the Fee Collector cannot make a pickup, for whatever reasons, the gate attendants **must deliver all fees and all documentation of fee collections** to the Lake Office during a scheduled time on the regularly scheduled pickup-day of each work period (Tuesday and Friday). All checks will be retained for turn-in with the documentation, but gate attendants must see to it that all cash will be converted to either a money order or a cashier's check.

5. Park Patrols. At least three (3) times each day, the Contractor is required to make campground status checks to determine the location of campers and the availability of campsites, as well as checking after day users. Gate attendants may be required to make more frequent status checks if it should be deemed necessary by the Lake

Manager or their representative. During these campground status checks, one (1) gate attendant team member will maintain visitor assistance duties at the gatehouse while the other team member makes the rounds in the park. Park maps shall be provided as needed.

B. OPERATIONS

1. Gate House operations.

a. Gate house. The contractors will be required to maintain the gatehouses, both inside and outside in a clean, orderly, and sanitary condition at all times, which includes providing all equipment, tools and supplies necessary to clean the gatehouse. The contractor is also responsible for keeping the immediate area surrounding the gatehouses, as well as their trailer site neat, orderly and free of litter. The gatehouses will be thoroughly cleaned at the end of each shift, which will include mopping any tile floors; sweeping and dusting the inside of the gatehouses; sweeping around the outside to remove spider webs, and washing windows inside as well as outside.

b. Uniforms. Contractors are required to wear the red gate attendant vests, and hat if they wish, when they are in the gate house, and when making rounds. It is requested that a white shirt, and blue trousers or jeans also be worn when on duty.

2. Operational Responsibility. Contractors shall unlock and open park gates each morning according to park opening hours listed below. Gate Attendants will be required to close and lock park entrance gates, as well as additional gates that may be assigned by the Lake Manager, each night in accordance with park closing hours listed below. Gate Attendants must advise campers of park quiet hours, and attendants residing in the park will assist Rangers in maintaining quiet hours from 9:00 pm/10:00 pm through 6:00 am. The Contractor will allow entrance and exit to visitors who have a valid permit, emergency traffic (police, fire, etc.), urgent message delivery, and employees of and/or visitors to concessionaire facilities located within the parks. In parks with day use areas and/or boat ramps, contractors must also ensure that day users have exited the park by the posted closing time before locking the park gates. In parks with Group Shelters (Airport, Airport Beach & Twin Bridges) the contractor will also be responsible for unlocking these facilities when the permitted users arrive, and ensuring that these facilities are locked when the users leave. ***Special Note:** See paragraph B.3. for additional requirement in Airport Beach and Midway parks.

a. Airport Park. Airport Park is a camping park only. This park is co-located with concessionaire facilities, the Harbour Marina, which has its own access road. User fees are collected by the Park Office program, or fee books. Operating hours in Airport Park are from 6:00 a.m. - 10:00 p.m., and the work schedule in this park is a four-day/three-day schedule. The inside of this gatehouse is not wheelchair accessible.

b. Airport Beach Park. Airport Beach Park is a day-use only park with a boat launch, which is the only part of this park that is open in the winter season. The Contractor who has responsibility for surveillance of Airport Beach Park will be required to ensure that **all day users have exited the park** before the gate is locked. The Airport Beach Contractor may also be required to open and close additional gates in accordance with paragraph B.3. below. User fees are collected by cash register. **Contractor may be required to input fee data into campground computer through the ORMS application.** Operating hours in Airport Beach Park are from 6:00 a.m. - 9:00 p.m., and the work schedule in this park is a four-day/three-day schedule.

c. Reynolds Creek Park. Reynolds Creek Park is primarily a camping park, but does include limited day use for boat launching and bank fishing, and is equipped with traffic control gates. User fees are recorded in the ORMS/NRRS program. Gate attendants will be responsible for collecting aluminum cans from the five 20-gallon recycling collection stations located within the park and bringing them to the gatehouse for pickup

by a Ranger. Operating hours in Reynolds Creek Park are from 6:00 a.m. - 10:00 p.m., and the work schedule in this park is a four-day/three-day schedule. The inside of this gatehouse is not wheelchair accessible.

d. Twin Bridges Park. Twin Bridges Park is primarily a day use park, and is equipped with traffic control gates. There is a boat launch, as well as a Group Shelter in this park. The Contractor who has responsibility for surveillance of Twin Bridges Park will also be required to ensure that all day users have exited the park before the gate is locked at the posted closing time. User fees are collected by the cash register.

Contractor may be required to input fee data into campground computer through the ORMS application. Operating hours in Twin Bridges Park are from 6:00 a.m. - 9:00 p.m., and the work schedule in this park is a four-day/three-day schedule. The inside of this gatehouse is not wheelchair accessible.

e. Midway Park. Midway Park is primarily a camping park, but does include limited day use for boat launching. User fees are recorded in the NRRS/Park Office program. Gate attendants will be responsible for collecting aluminum cans from the four 20-gallon recycling collection stations located within the park and bringing them to the gatehouse for pickup by a Ranger. The Contractor who has responsibility for surveillance of Midway Park will also be required to open and close additional gates in accordance with paragraph B.3. below. Operating hours in Midway Park are from 6:00 a.m. - 10:00 p.m., and the work schedule in this park is a four-day/three-day schedule. The inside of this gatehouse is not wheelchair accessible.

f. Koehne Park. Koehne Park is a day use only park. It will be the responsibility of the contractor to ensure that day users have exited the park before the park gates are locked at the posted closing time. User fees are collected by cash register. **Contractor may be required to input fee data into campground computer through the ORMS application.** Operating hours in Koehne Park are from 6:00 a.m. - 9:00 p.m., and the work schedule in this park is a five day shift. This gatehouse is not ADA accessible.

3. Gates Outside Park. Some gate attendants will be required, on a regular basis, to open and close additional, multiple gates in and near the park in which they are assigned. The maximum distance to any of the gates will not be farther than seven (7) miles one way from the contractor's park. The schedule of assigned gates, if necessary, as well as maps and directions, will be provided during the Prework Conference.

C. SPECIAL CONSIDERATIONS

1. Communications. A telephone is provided at each gatehouse. **No long distance calls may be made from these phone lines.** An outside telephone jack at the Contractor trailer site is provided. The Contractor will be responsible for the hook-up from the outside phone jack into his/her travel trailer at no additional cost to the Government. We also ask that you do not use the phone lines for your personal computers. If the line is busy, and we need to contact you, this can become a problem.

2. Utilities. The Government provides an electrical, water and sewage hook-up for Contractor's use at no charge. The use of these facilities is at the Contractor's risk and restitution for damage to any Corps equipment will be the sole responsibility of the Contractor.

3. Laundry. Due to the open nature of the trailer sites, and their proximity to the park entrances, **no clotheslines, or the drying of laundry at or near the trailer site will be permitted.**

4. Watering. Contractor is required to water shrubs, trees, and bushes in the immediate area of the entrance gate and gate attendant sites. The Contractor is also responsible for watering and removing weeds and/or dead vegetation from all flowerbeds, along sidewalks at the gatehouse or anywhere else deemed necessary by the Lake Manager or their representative.

5. Damage Responsibility. The Contractor shall be responsible for restoring any Government facilities, structures, or trees damaged as a result of his/her operation. The Contractor shall also be responsible for any damage to private property, and will notify the Lake Manager or their representative immediately of damage to Government property and private property and of any injury to a person resulting from his/her operation. The Contractor will notify the Lake Manager or their representative immediately of any damage to government facilities due to vandalism or other causes on the same day as such vandalism is first noticed. Vehicles and/or trailers will be driven on existing roads only and not across or through park areas to facilities. All wheeled vehicles, (trucks, trailers, etc.) will be parked in paved, designated spaces only.

6. Flooding Notification. Upon notification by Corps representatives, it may be necessary for the gate attendants to warn campers, day users and boaters of impending flooding conditions. This notification may occur at any time of day or night, and will need to be carried out quickly.

D. MISCELLANEOUS INFORMATION

1. Orientation. A Prewrite Conference shall be held during the week prior to the start of Contractor services. The Lake Office Gate Attendant Coordinator shall contact all Contractors when an exact day and time is set up. **Please ensure a current phone number is on your contract bid package to facilitate coordination for this meeting.**

2. Technical Requirements. There are computers running the NRRS Park Office program in the four camping parks. **All gate attendants should be prepared to operate such equipment during the contract period. The NRRS Park Office program is entirely menu driven and will require computer literacy.**

3. Payment. Payment invoices for gate attendant services will be given to the Contractor at the Prewrite Conference. Instructions on how to properly complete them will also be given at this time. Your pay paperwork will be submitted at the end of each month. Therefore, you should be aware that the payment could take as long as 45 days to catch up with you.

4. Property Loan. The Contractor shall receive all equipment necessary to perform gate attendant duties at the Prewrite Conference. Both the Gate Attendant coordinator and Contractor will sign a property loan hand receipt at this time. Contractor must return all equipment listed on the hand receipt at the end of the contract.

5. Personal Property. Excessive personal property will not be allowed in the gatehouses. This includes, but is not limited to, computers and components, binoculars, cameras and tools. You should ensure that these types of articles are safely secured in your possession during the hours when the gatehouse is not occupied. Coffee pots, refrigerators, and microwaves will be allowed, however the Government will not be responsible for these items.

6. Termination. Failure of the Contractor to provide items and services listed in the contract specifications will be grounds for immediate dismissal of the Contractor and termination of the contract. At the discretion of the Contracting Officer, conduct or actions unbecoming on the part of the Gate Attendant will be grounds for immediate dismissal of the Contractor and cancellation of the contract. Examples of actions requiring immediate dismissal include, but are not limited to theft of collected user fee payments, monies or supplies, consumption of alcoholic beverages or intoxication while on duty, cursing,

harassment of visitors, use of unwarranted physical contact with visitors or Corps personnel, recurring written and/or verbal complaints from visitors on attendant's attitude, lack of cooperation and resistance to implementation of policies and programs as directed by the Lake Manager or their representative.

7. Forwarding Address. At the end of contract season, gate attendants shall leave a current forwarding address and telephone number with the Gate Attendant Coordinator. This will enable the gate attendant coordinator to contact you for the option period portion of the contract.

8. Contractor must maintain a professional and courteous manner at all times.

**BID SCHEDULE GATE ATTENDANT CONTRACT SERVICES
WACO LAKE**

ITEM	Description/Position	Qty of Days	Bid Per Day	Total
0001	REYNOLDS CREEK 4-Day			
a.	1-Oct 2008 Thru 31-March 2009	108	\$ _____	\$ _____
	Option Year			
b.	1-Oct 2009 Thru 31-March 2010	108	\$ _____	_____
			Total Contract Price:	\$ _____
0002	REYNOLDS CREEK 3-Day			
a.	1-Oct 2008 Thru 31-March 2009	78	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	78	\$ _____	\$ _____
			Total Contract Price:	\$ _____
0003	AIRPORT PARK 4-Day			
a.	1 Oct 2008 thru 31 March 2009	108	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	108	\$ _____	\$ _____
			Total Contract Price	\$ _____
0004	AIRPORT PARK 3-Day			
a.	1 Oct 2008 thru 31 March 2009	78	\$ _____	\$ _____
	Option Year			
b.	1 Oct 2009 thru 31 March 2010	78	\$ _____	\$ _____
			Total Contract Price	\$ _____

0005	KOEHNE PARK 5-Day			
	a. 1 Oct 2008 thru 31 March 2009	130	\$ _____	\$ _____
	Option Year			
	b. 1 Oct 2009 thru 31 March 2010	130	\$ _____	\$ _____
	Total Contract Price		\$ _____	

0006	TWIN BRIDGES 4-Day			
	a. 1 Oct 2008 thru 31 March 2009	108	\$ _____	\$ _____
	Option Year			
	b. 1 Oct 2009 thru 31 March 2010	108	\$ _____	\$ _____
	Total Contract Price		\$ _____	

0007	AIRPORT BEACH 4-Day			
	a. 1 Oct 2008 thru 31 March 2009	108	\$ _____	\$ _____
	Option Year			
	b. 1 Oct 2009 thru 31 March 2010	108	\$ _____	\$ _____
	Total Contract Price		\$ _____	

Bidders must bid option year to be considered for any year.

POINT OF CONTACT FOR WACO LAKE IS MICHAEL SERBANIC @ 254-756-5359

BIDDER NAME HERE: _____

WAGE DETERMINATIONS

WD 05-2523 (Rev.-5) was first posted on www.wdol.gov on 06/24/2008

REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
 THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION
 By direction of the Secretary of Labor | WAGE AND HOUR DIVISION
 | WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of | Wage Determination No.: 2005-2523
 Director Wage Determinations | Revision No.: 5
 | Date Of Revision: 06/13/2008

State: Texas

Area: Texas Counties of Anderson, Bell, Bosque, Brazos, Coryell, Falls, Freestone,
 Hamilton, Hill, Leon, Limestone, McLennan, Mills, Robertson

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	10.88
01012 - Accounting Clerk II	11.98
01013 - Accounting Clerk III	13.48
01020 - Administrative Assistant	16.09
01040 - Court Reporter	14.54
01051 - Data Entry Operator I	9.51
01052 - Data Entry Operator II	12.35
01060 - Dispatcher, Motor Vehicle	12.78
01070 - Document Preparation Clerk	10.59
01090 - Duplicating Machine Operator	10.59
01111 - General Clerk I	10.19
01112 - General Clerk II	12.55
01113 - General Clerk III	14.06
01120 - Housing Referral Assistant	14.50
01141 - Messenger Courier	9.90
01191 - Order Clerk I	12.32
01192 - Order Clerk II	13.45
01261 - Personnel Assistant (Employment) I	12.91
01262 - Personnel Assistant (Employment) II	14.53
01263 - Personnel Assistant (Employment) III	17.03
01270 - Production Control Clerk	16.12
01280 - Receptionist	9.54
01290 - Rental Clerk	10.40
01300 - Scheduler, Maintenance	11.40
01311 - Secretary I	11.40
01312 - Secretary II	13.39
01313 - Secretary III	14.50
01320 - Service Order Dispatcher	11.00
01410 - Supply Technician	16.09
01420 - Survey Worker	13.05
01531 - Travel Clerk I	11.59
01532 - Travel Clerk II	12.65
01533 - Travel Clerk III	13.72
01611 - Word Processor I	10.88
01612 - Word Processor II	12.21
01613 - Word Processor III	14.17
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	17.17
05010 - Automotive Electrician	15.19
05040 - Automotive Glass Installer	14.37
05070 - Automotive Worker	14.37
05110 - Mobile Equipment Servicer	12.58
05130 - Motor Equipment Metal Mechanic	16.03
05160 - Motor Equipment Metal Worker	14.37

05190 - Motor Vehicle Mechanic	16.03
05220 - Motor Vehicle Mechanic Helper	11.69
05250 - Motor Vehicle Upholstery Worker	13.47
05280 - Motor Vehicle Wrecker	14.37
05310 - Painter, Automotive	15.19
05340 - Radiator Repair Specialist	14.37
05370 - Tire Repairer	11.33
05400 - Transmission Repair Specialist	16.03
07000 - Food Preparation And Service Occupations	
07010 - Baker	9.96
07041 - Cook I	8.70
07042 - Cook II	9.89
07070 - Dishwasher	6.75
07130 - Food Service Worker	7.61
07210 - Meat Cutter	12.02
07260 - Waiter/Waitress	6.84
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	14.17
09040 - Furniture Handler	9.23
09080 - Furniture Refinisher	14.17
09090 - Furniture Refinisher Helper	10.90
09110 - Furniture Repairer, Minor	12.56
09130 - Upholsterer	14.17
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	8.40
11060 - Elevator Operator	8.32
11090 - Gardener	10.26
11122 - Housekeeping Aide	8.41
11150 - Janitor	8.11
11210 - Laborer, Grounds Maintenance	9.30
11240 - Maid or Houseman	7.45
11260 - Pruner	8.32
11270 - Tractor Operator	9.55
11330 - Trail Maintenance Worker	9.30
11360 - Window Cleaner	8.90
12000 - Health Occupations	
12010 - Ambulance Driver	13.47
12011 - Breath Alcohol Technician	14.95
12012 - Certified Occupational Therapist Assistant	20.58
12015 - Certified Physical Therapist Assistant	20.58
12020 - Dental Assistant	14.55
12025 - Dental Hygienist	32.41
12030 - EKG Technician	22.65
12035 - Electroneurodiagnostic Technologist	22.65
12040 - Emergency Medical Technician	13.47
12071 - Licensed Practical Nurse I	13.28
12072 - Licensed Practical Nurse II	14.90
12073 - Licensed Practical Nurse III	16.67
12100 - Medical Assistant	11.27
12130 - Medical Laboratory Technician	13.77
12160 - Medical Record Clerk	11.41
12190 - Medical Record Technician	14.55
12195 - Medical Transcriptionist	13.91
12210 - Nuclear Medicine Technologist	32.19
12221 - Nursing Assistant I	9.68
12222 - Nursing Assistant II	10.87
12223 - Nursing Assistant III	11.86
12224 - Nursing Assistant IV	13.30
12235 - Optical Dispenser	11.41
12236 - Optical Technician	13.18
12250 - Pharmacy Technician	13.85
12280 - Phlebotomist	13.30
12305 - Radiologic Technologist	21.18
12311 - Registered Nurse I	20.82
12312 - Registered Nurse II	25.47
12313 - Registered Nurse II, Specialist	25.47
12314 - Registered Nurse III	30.83
12315 - Registered Nurse III, Anesthetist	30.83
12316 - Registered Nurse IV	36.94
12317 - Scheduler (Drug and Alcohol Testing)	18.52
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	15.27
13012 - Exhibits Specialist II	19.17

13013 - Exhibits Specialist III	23.15
13041 - Illustrator I	15.27
13042 - Illustrator II	18.92
13043 - Illustrator III	23.15
13047 - Librarian	20.96
13050 - Library Aide/Clerk	10.15
13054 - Library Information Technology Systems Administrator	18.92
13058 - Library Technician	14.41
13061 - Media Specialist I	14.32
13062 - Media Specialist II	16.03
13063 - Media Specialist III	17.86
13071 - Photographer I	12.58
13072 - Photographer II	14.60
13073 - Photographer III	18.08
13074 - Photographer IV	22.12
13075 - Photographer V	26.77
13110 - Video Teleconference Technician	15.58
14000 - Information Technology Occupations	
14041 - Computer Operator I	13.29
14042 - Computer Operator II	16.86
14043 - Computer Operator III	19.88
14044 - Computer Operator IV	22.02
14045 - Computer Operator V	24.38
14071 - Computer Programmer I (1)	18.50
14072 - Computer Programmer II (1)	22.22
14073 - Computer Programmer III (1)	27.58
14074 - Computer Programmer IV (1)	
14101 - Computer Systems Analyst I (1)	23.54
14102 - Computer Systems Analyst II (1)	
14103 - Computer Systems Analyst III (1)	
14150 - Peripheral Equipment Operator	13.29
14160 - Personal Computer Support Technician	21.60
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	23.54
15020 - Aircrew Training Devices Instructor (Rated)	26.87
15030 - Air Crew Training Devices Instructor (Pilot)	32.21
15050 - Computer Based Training Specialist / Instructor	23.54
15060 - Educational Technologist	24.42
15070 - Flight Instructor (Pilot)	32.21
15080 - Graphic Artist	17.62
15090 - Technical Instructor	18.02
15095 - Technical Instructor/Course Developer	22.85
15110 - Test Proctor	14.55
15120 - Tutor	14.55
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.66
16030 - Counter Attendant	7.66
16040 - Dry Cleaner	10.04
16070 - Finisher, Flatwork, Machine	7.66
16090 - Presser, Hand	7.66
16110 - Presser, Machine, Drycleaning	7.66
16130 - Presser, Machine, Shirts	7.66
16160 - Presser, Machine, Wearing Apparel, Laundry	7.66
16190 - Sewing Machine Operator	10.68
16220 - Tailor	11.43
16250 - Washer, Machine	8.41
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	14.97
19040 - Tool And Die Maker	17.12
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	11.99
21030 - Material Coordinator	16.12
21040 - Material Expediter	16.12
21050 - Material Handling Laborer	9.22
21071 - Order Filler	10.55
21080 - Production Line Worker (Food Processing)	11.99
21110 - Shipping Packer	11.69
21130 - Shipping/Receiving Clerk	11.69
21140 - Store Worker I	8.89
21150 - Stock Clerk	12.34
21210 - Tools And Parts Attendant	11.99
21410 - Warehouse Specialist	11.99
23000 - Mechanics And Maintenance And Repair Occupations	

23010	- Aerospace Structural Welder	20.29
23021	- Aircraft Mechanic I	19.10
23022	- Aircraft Mechanic II	20.27
23023	- Aircraft Mechanic III	21.05
23040	- Aircraft Mechanic Helper	12.77
23050	- Aircraft, Painter	17.15
23060	- Aircraft Servicer	14.73
23080	- Aircraft Worker	15.71
23110	- Appliance Mechanic	14.50
23120	- Bicycle Repairer	11.51
23125	- Cable Splicer	19.19
23130	- Carpenter, Maintenance	14.99
23140	- Carpet Layer	14.74
23160	- Electrician, Maintenance	16.41
23181	- Electronics Technician Maintenance I	19.30
23182	- Electronics Technician Maintenance II	20.62
23183	- Electronics Technician Maintenance III	22.36
23260	- Fabric Worker	13.87
23290	- Fire Alarm System Mechanic	15.44
23310	- Fire Extinguisher Repairer	12.90
23311	- Fuel Distribution System Mechanic	15.44
23312	- Fuel Distribution System Operator	14.11
23370	- General Maintenance Worker	14.48
23380	- Ground Support Equipment Mechanic	19.10
23381	- Ground Support Equipment Servicer	14.73
23382	- Ground Support Equipment Worker	15.71
23391	- Gunsmith I	12.66
23392	- Gunsmith II	14.72
23393	- Gunsmith III	16.75
23410	- Heating, Ventilation And Air-Conditioning Mechanic	15.98
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
16.98		
23430	- Heavy Equipment Mechanic	16.35
23440	- Heavy Equipment Operator	15.33
23460	- Instrument Mechanic	18.91
23465	- Laboratory/Shelter Mechanic	15.73
23470	- Laborer	9.22
23510	- Locksmith	14.50
23530	- Machinery Maintenance Mechanic	16.53
23550	- Machinist, Maintenance	15.03
23580	- Maintenance Trades Helper	11.99
23591	- Metrology Technician I	18.91
23592	- Metrology Technician II	20.06
23593	- Metrology Technician III	21.19
23640	- Millwright	17.30
23710	- Office Appliance Repairer	14.50
23760	- Painter, Maintenance	14.17
23790	- Pipefitter, Maintenance	18.13
23810	- Plumber, Maintenance	16.63
23820	- Pneudraulic Systems Mechanic	16.98
23850	- Rigger	16.98
23870	- Scale Mechanic	14.92
23890	- Sheet-Metal Worker, Maintenance	16.45
23910	- Small Engine Mechanic	14.92
23931	- Telecommunications Mechanic I	23.59
23932	- Telecommunications Mechanic II	28.47
23950	- Telephone Lineman	20.93
23960	- Welder, Combination, Maintenance	14.95
23965	- Well Driller	16.98
23970	- Woodcraft Worker	16.98
23980	- Woodworker	11.88
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	8.63
24580	- Child Care Center Clerk	10.76
24610	- Chore Aide	7.12
24620	- Family Readiness And Support Services Coordinator	10.76
24630	- Homemaker	11.97
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	16.97
25040	- Sewage Plant Operator	14.17
25070	- Stationary Engineer	17.19
25190	- Ventilation Equipment Tender	11.69
25210	- Water Treatment Plant Operator	14.17

27000 - Protective Service Occupations	
27004 - Alarm Monitor	11.62
27007 - Baggage Inspector	10.81
27008 - Corrections Officer	14.90
27010 - Court Security Officer	15.27
27030 - Detection Dog Handler	14.19
27040 - Detention Officer	14.90
27070 - Firefighter	15.55
27101 - Guard I	10.81
27102 - Guard II	14.19
27131 - Police Officer I	16.23
27132 - Police Officer II	17.03
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.62
28042 - Carnival Equipment Repairer	13.61
28043 - Carnival Equipment Worker	8.46
28210 - Gate Attendant/Gate Tender	12.73
28310 - Lifeguard	11.34
28350 - Park Attendant (Aide)	14.24
28510 - Recreation Aide/Health Facility Attendant	10.09
28515 - Recreation Specialist	13.21
28630 - Sports Official	11.34
28690 - Swimming Pool Operator	13.84
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	15.59
29020 - Hatch Tender	14.92
29030 - Line Handler	14.92
29041 - Stevedore I	13.38
29042 - Stevedore II	15.23
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	33.97
30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.42
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	25.79
30021 - Archeological Technician I	14.27
30022 - Archeological Technician II	15.58
30023 - Archeological Technician III	19.76
30030 - Cartographic Technician	23.36
30040 - Civil Engineering Technician	21.12
30061 - Drafter/CAD Operator I	14.80
30062 - Drafter/CAD Operator II	19.07
30063 - Drafter/CAD Operator III	20.51
30064 - Drafter/CAD Operator IV	22.72
30081 - Engineering Technician I	13.63
30082 - Engineering Technician II	16.43
30083 - Engineering Technician III	18.40
30084 - Engineering Technician IV	26.25
30085 - Engineering Technician V	30.72
30086 - Engineering Technician VI	32.32
30090 - Environmental Technician	21.16
30210 - Laboratory Technician	18.46
30240 - Mathematical Technician	23.28
30361 - Paralegal/Legal Assistant I	14.78
30362 - Paralegal/Legal Assistant II	16.63
30363 - Paralegal/Legal Assistant III	20.45
30364 - Paralegal/Legal Assistant IV	24.75
30390 - Photo-Optics Technician	21.99
30461 - Technical Writer I	20.02
30462 - Technical Writer II	24.49
30463 - Technical Writer III	29.63
30491 - Unexploded Ordnance (UXO) Technician I	21.58
30492 - Unexploded Ordnance (UXO) Technician II	26.11
30493 - Unexploded Ordnance (UXO) Technician III	31.30
30494 - Unexploded (UXO) Safety Escort	21.58
30495 - Unexploded (UXO) Sweep Personnel	21.58
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	19.13
30621 - Weather Observer, Senior (2)	20.51
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	9.87
31030 - Bus Driver	15.19
31043 - Driver Courier	11.85
31260 - Parking and Lot Attendant	8.09
31290 - Shuttle Bus Driver	12.35
31310 - Taxi Driver	9.88

31361 - Truckdriver, Light	12.35
31362 - Truckdriver, Medium	16.13
31363 - Truckdriver, Heavy	16.34
31364 - Truckdriver, Tractor-Trailer	16.34
99000 - Miscellaneous Occupations	
99030 - Cashier	7.72
99050 - Desk Clerk	8.63
99095 - Embalmer	20.58
99251 - Laboratory Animal Caretaker I	9.46
99252 - Laboratory Animal Caretaker II	9.59
99310 - Mortician	20.58
99410 - Pest Controller	13.61
99510 - Photofinishing Worker	11.34
99710 - Recycling Laborer	10.94
99711 - Recycling Specialist	13.26
99730 - Refuse Collector	9.79
99810 - Sales Clerk	9.93
99820 - School Crossing Guard	9.97
99830 - Survey Party Chief	16.42
99831 - Surveying Aide	10.24
99832 - Surveying Technician	14.03
99840 - Vending Machine Attendant	11.24
99841 - Vending Machine Repairer	13.76
99842 - Vending Machine Repairer Helper	11.24

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

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

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

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

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

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

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

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

specifications;

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

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

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

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

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

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

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

** UNIFORM ALLOWANCE **

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

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

** NOTES APPLYING TO THIS WAGE DETERMINATION **

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The

relevant CBA section) in the collective bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

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

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

Conformance Process:

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

The process for preparing a conformance request is as follows:

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

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

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

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REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor | WAGE AND HOUR DIVISION
| WASHINGTON D.C. 20210
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| Wage Determination No.: 2005-2509
Shirley F. Ebbesen Division of | Revision No.: 5
Director Wage Determinations | Date Of Revision: 05/29/2008
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State: Texas

Area: Texas Counties of Collin, Cooke, Dallas, Delta, Denton, Ellis, Fannin, Grayson, Henderson, Hopkins, Hunt, Kaufman, Lamar, Navarro, Rains, Rockwall, Smith, Van Zandt, Wood

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	13.74
01012 - Accounting Clerk II	15.43
01013 - Accounting Clerk III	17.26
01020 - Administrative Assistant	22.51
01040 - Court Reporter	16.60
01051 - Data Entry Operator I	12.21
01052 - Data Entry Operator II	13.32
01060 - Dispatcher, Motor Vehicle	19.42
01070 - Document Preparation Clerk	11.98
01090 - Duplicating Machine Operator	11.98
01111 - General Clerk I	10.29
01112 - General Clerk II	12.10
01113 - General Clerk III	14.03
01120 - Housing Referral Assistant	19.91
01141 - Messenger Courier	9.80
01191 - Order Clerk I	12.59
01192 - Order Clerk II	14.68
01261 - Personnel Assistant (Employment) I	14.96
01262 - Personnel Assistant (Employment) II	16.74
01263 - Personnel Assistant (Employment) III	19.53
01270 - Production Control Clerk	20.00
01280 - Receptionist	13.36
01290 - Rental Clerk	14.46
01300 - Scheduler, Maintenance	15.85
01311 - Secretary I	15.85
01312 - Secretary II	17.12
01313 - Secretary III	19.91
01320 - Service Order Dispatcher	15.88
01410 - Supply Technician	22.51
01420 - Survey Worker	16.60
01531 - Travel Clerk I	12.09
01532 - Travel Clerk II	12.99
01533 - Travel Clerk III	13.94
01611 - Word Processor I	12.80
01612 - Word Processor II	14.46
01613 - Word Processor III	16.60
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.00
05010 - Automotive Electrician	21.33
05040 - Automotive Glass Installer	19.38
05070 - Automotive Worker	20.39
05110 - Mobile Equipment Servicer	17.15
05130 - Motor Equipment Metal Mechanic	20.52
05160 - Motor Equipment Metal Worker	19.38
05190 - Motor Vehicle Mechanic	21.27
05220 - Motor Vehicle Mechanic Helper	15.99
05250 - Motor Vehicle Upholstery Worker	18.35
05280 - Motor Vehicle Wrecker	19.38

05310 - Painter, Automotive	22.43
05340 - Radiator Repair Specialist	19.38
05370 - Tire Repairer	12.44
05400 - Transmission Repair Specialist	20.52
07000 - Food Preparation And Service Occupations	
07010 - Baker	11.26
07041 - Cook I	9.05
07042 - Cook II	10.24
07070 - Dishwasher	8.38
07130 - Food Service Worker	8.98
07210 - Meat Cutter	13.11
07260 - Waiter/Waitress	7.53
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	15.32
09040 - Furniture Handler	10.24
09080 - Furniture Refinisher	15.32
09090 - Furniture Refinisher Helper	12.02
09110 - Furniture Repairer, Minor	13.78
09130 - Upholsterer	16.35
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.83
11060 - Elevator Operator	8.60
11090 - Gardener	11.76
11122 - Housekeeping Aide	8.60
11150 - Janitor	9.70
11210 - Laborer, Grounds Maintenance	10.05
11240 - Maid or Houseman	8.04
11260 - Pruner	10.67
11270 - Tractor Operator	11.43
11330 - Trail Maintenance Worker	10.05
11360 - Window Cleaner	11.12
12000 - Health Occupations	
12010 - Ambulance Driver	14.15
12011 - Breath Alcohol Technician	18.77
12012 - Certified Occupational Therapist Assistant	23.65
12015 - Certified Physical Therapist Assistant	22.03
12020 - Dental Assistant	18.00
12025 - Dental Hygienist	32.85
12030 - EKG Technician	26.26
12035 - Electroneurodiagnostic Technologist	26.26
12040 - Emergency Medical Technician	14.15
12071 - Licensed Practical Nurse I	16.62
12072 - Licensed Practical Nurse II	18.60
12073 - Licensed Practical Nurse III	20.73
12100 - Medical Assistant	13.97
12130 - Medical Laboratory Technician	17.47
12160 - Medical Record Clerk	14.05
12190 - Medical Record Technician	14.00
12195 - Medical Transcriptionist	14.05
12210 - Nuclear Medicine Technologist	30.47
12221 - Nursing Assistant I	8.82
12222 - Nursing Assistant II	10.41
12223 - Nursing Assistant III	10.92
12224 - Nursing Assistant IV	12.29
12235 - Optical Dispenser	14.48
12236 - Optical Technician	11.39
12250 - Pharmacy Technician	13.14
12280 - Phlebotomist	13.27
12305 - Radiologic Technologist	23.44
12311 - Registered Nurse I	24.31
12312 - Registered Nurse II	29.73
12313 - Registered Nurse II, Specialist	29.73
12314 - Registered Nurse III	35.97
12315 - Registered Nurse III, Anesthetist	35.97
12316 - Registered Nurse IV	43.12
12317 - Scheduler (Drug and Alcohol Testing)	24.20
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	17.54
13012 - Exhibits Specialist II	21.92
13013 - Exhibits Specialist III	26.79
13041 - Illustrator I	20.98
13042 - Illustrator II	25.98
13043 - Illustrator III	29.14

13047 - Librarian	31.56
13050 - Library Aide/Clerk	12.64
13054 - Library Information Technology Systems Administrator	23.14
13058 - Library Technician	13.46
13061 - Media Specialist I	15.83
13062 - Media Specialist II	17.71
13063 - Media Specialist III	19.73
13071 - Photographer I	14.38
13072 - Photographer II	16.93
13073 - Photographer III	21.16
13074 - Photographer IV	24.89
13075 - Photographer V	28.62
13110 - Video Teleconference Technician	16.28
14000 - Information Technology Occupations	
14041 - Computer Operator I	15.59
14042 - Computer Operator II	17.44
14043 - Computer Operator III	20.78
14044 - Computer Operator IV	24.67
14045 - Computer Operator V	27.31
14071 - Computer Programmer I (1)	23.88
14072 - Computer Programmer II (1)	27.62
14073 - Computer Programmer III (1)	27.62
14074 - Computer Programmer IV (1)	27.62
14101 - Computer Systems Analyst I (1)	27.62
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1)	27.62
14150 - Peripheral Equipment Operator	15.41
14160 - Personal Computer Support Technician	24.67
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	27.62
15020 - Aircrew Training Devices Instructor (Rated)	31.48
15030 - Air Crew Training Devices Instructor (Pilot)	34.63
15050 - Computer Based Training Specialist / Instructor	29.32
15060 - Educational Technologist	28.68
15070 - Flight Instructor (Pilot)	34.63
15080 - Graphic Artist	21.95
15090 - Technical Instructor	22.61
15095 - Technical Instructor/Course Developer	26.97
15110 - Test Proctor	18.16
15120 - Tutor	18.16
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.64
16030 - Counter Attendant	8.64
16040 - Dry Cleaner	10.99
16070 - Finisher, Flatwork, Machine	8.64
16090 - Presser, Hand	8.64
16110 - Presser, Machine, Drycleaning	8.64
16130 - Presser, Machine, Shirts	8.64
16160 - Presser, Machine, Wearing Apparel, Laundry	8.64
16190 - Sewing Machine Operator	11.58
16220 - Tailor	12.35
16250 - Washer, Machine	9.44
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	16.60
19040 - Tool And Die Maker	19.07
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.02
21030 - Material Coordinator	18.98
21040 - Material Expediter	18.98
21050 - Material Handling Laborer	12.80
21071 - Order Filler	11.84
21080 - Production Line Worker (Food Processing)	15.02
21110 - Shipping Packer	12.67
21130 - Shipping/Receiving Clerk	12.67
21140 - Store Worker I	9.98
21150 - Stock Clerk	14.47
21210 - Tools And Parts Attendant	14.96
21410 - Warehouse Specialist	15.02
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	27.96
23021 - Aircraft Mechanic I	26.69
23022 - Aircraft Mechanic II	27.96
23023 - Aircraft Mechanic III	29.26

23040	- Aircraft Mechanic Helper	18.10
23050	- Aircraft, Painter	23.80
23060	- Aircraft Servicer	20.76
23080	- Aircraft Worker	21.94
23110	- Appliance Mechanic	17.18
23120	- Bicycle Repairer	12.44
23125	- Cable Splicer	19.60
23130	- Carpenter, Maintenance	15.68
23140	- Carpet Layer	16.43
23160	- Electrician, Maintenance	20.94
23181	- Electronics Technician Maintenance I	20.30
23182	- Electronics Technician Maintenance II	25.68
23183	- Electronics Technician Maintenance III	29.34
23260	- Fabric Worker	16.68
23290	- Fire Alarm System Mechanic	17.31
23310	- Fire Extinguisher Repairer	13.74
23311	- Fuel Distribution System Mechanic	19.17
23312	- Fuel Distribution System Operator	16.29
23370	- General Maintenance Worker	16.09
23380	- Ground Support Equipment Mechanic	26.69
23381	- Ground Support Equipment Servicer	20.76
23382	- Ground Support Equipment Worker	21.94
23391	- Gunsmith I	13.74
23392	- Gunsmith II	15.78
23393	- Gunsmith III	17.51
23410	- Heating, Ventilation And Air-Conditioning Mechanic	18.85
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
19.75		
23430	- Heavy Equipment Mechanic	17.22
23440	- Heavy Equipment Operator	16.14
23460	- Instrument Mechanic	19.91
23465	- Laboratory/Shelter Mechanic	16.60
23470	- Laborer	10.80
23510	- Locksmith	17.26
23530	- Machinery Maintenance Mechanic	19.81
23550	- Machinist, Maintenance	15.93
23580	- Maintenance Trades Helper	12.02
23591	- Metrology Technician I	19.91
23592	- Metrology Technician II	20.54
23593	- Metrology Technician III	21.83
23640	- Millwright	20.25
23710	- Office Appliance Repairer	17.15
23760	- Painter, Maintenance	15.32
23790	- Pipefitter, Maintenance	20.42
23810	- Plumber, Maintenance	19.53
23820	- Pneudraulic Systems Mechanic	17.51
23850	- Rigger	18.59
23870	- Scale Mechanic	15.78
23890	- Sheet-Metal Worker, Maintenance	16.62
23910	- Small Engine Mechanic	14.69
23931	- Telecommunications Mechanic I	23.56
23932	- Telecommunications Mechanic II	24.66
23950	- Telephone Lineman	21.34
23960	- Welder, Combination, Maintenance	16.14
23965	- Well Driller	16.15
23970	- Woodcraft Worker	16.14
23980	- Woodworker	12.88
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	10.73
24580	- Child Care Center Clerk	13.39
24610	- Chore Aide	7.22
24620	- Family Readiness And Support Services Coordinator	10.30
24630	- Homemaker	17.11
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	22.92
25040	- Sewage Plant Operator	16.85
25070	- Stationary Engineer	22.92
25190	- Ventilation Equipment Tender	14.13
25210	- Water Treatment Plant Operator	16.61
27000	- Protective Service Occupations	
27004	- Alarm Monitor	16.09
27007	- Baggage Inspector	12.79
27008	- Corrections Officer	16.52

27010 - Court Security Officer	19.65
27030 - Detection Dog Handler	16.68
27040 - Detention Officer	17.43
27070 - Firefighter	20.40
27101 - Guard I	11.63
27102 - Guard II	16.68
27131 - Police Officer I	25.26
27132 - Police Officer II	28.07
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	10.84
28042 - Carnival Equipment Repairer	11.15
28043 - Carnival Equipment Worker	8.37
28210 - Gate Attendant/Gate Tender	12.56
28310 - Lifeguard	11.19
28350 - Park Attendant (Aide)	14.41
28510 - Recreation Aide/Health Facility Attendant	10.25
28515 - Recreation Specialist	13.52
28630 - Sports Official	11.47
28690 - Swimming Pool Operator	19.99
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	15.81
29020 - Hatch Tender	15.81
29030 - Line Handler	15.81
29041 - Stevedore I	14.49
29042 - Stevedore II	16.12
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	34.35
30011 - Air Traffic Control Specialist, Station (HFO) (2)	23.69
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	26.08
30021 - Archeological Technician I	16.85
30022 - Archeological Technician II	19.45
30023 - Archeological Technician III	23.51
30030 - Cartographic Technician	24.10
30040 - Civil Engineering Technician	21.37
30061 - Drafter/CAD Operator I	17.39
30062 - Drafter/CAD Operator II	19.45
30063 - Drafter/CAD Operator III	21.68
30064 - Drafter/CAD Operator IV	26.67
30081 - Engineering Technician I	14.51
30082 - Engineering Technician II	16.28
30083 - Engineering Technician III	18.21
30084 - Engineering Technician IV	22.56
30085 - Engineering Technician V	27.60
30086 - Engineering Technician VI	33.40
30090 - Environmental Technician	23.25
30210 - Laboratory Technician	22.28
30240 - Mathematical Technician	24.10
30361 - Paralegal/Legal Assistant I	17.84
30362 - Paralegal/Legal Assistant II	22.10
30363 - Paralegal/Legal Assistant III	27.03
30364 - Paralegal/Legal Assistant IV	32.70
30390 - Photo-Optics Technician	24.10
30461 - Technical Writer I	20.45
30462 - Technical Writer II	25.02
30463 - Technical Writer III	30.28
30491 - Unexploded Ordnance (UXO) Technician I	21.83
30492 - Unexploded Ordnance (UXO) Technician II	26.41
30493 - Unexploded Ordnance (UXO) Technician III	31.66
30494 - Unexploded (UXO) Safety Escort	21.83
30495 - Unexploded (UXO) Sweep Personnel	21.83
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	21.68
30621 - Weather Observer, Senior (2)	21.90
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	10.18
31030 - Bus Driver	14.88
31043 - Driver Courier	14.28
31260 - Parking and Lot Attendant	8.63
31290 - Shuttle Bus Driver	15.05
31310 - Taxi Driver	9.76
31361 - Truckdriver, Light	15.05
31362 - Truckdriver, Medium	18.84
31363 - Truckdriver, Heavy	19.05
31364 - Truckdriver, Tractor-Trailer	19.05

99000 - Miscellaneous Occupations	
99030 - Cashier	8.76
99050 - Desk Clerk	9.75
99095 - Embalmer	18.54
99251 - Laboratory Animal Caretaker I	10.06
99252 - Laboratory Animal Caretaker II	11.00
99310 - Mortician	22.06
99410 - Pest Controller	16.32
99510 - Photofinishing Worker	11.19
99710 - Recycling Laborer	15.05
99711 - Recycling Specialist	17.83
99730 - Refuse Collector	13.31
99810 - Sales Clerk	12.41
99820 - School Crossing Guard	9.30
99830 - Survey Party Chief	20.36
99831 - Surveying Aide	12.20
99832 - Surveying Technician	15.63
99840 - Vending Machine Attendant	11.64
99841 - Vending Machine Repairer	14.07
99842 - Vending Machine Repairer Helper	11.61

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

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

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

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

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

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

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

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the

employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

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

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

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

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

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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.

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WD 05-2517 (Rev.-6) was first posted on www.wdol.gov on 06/03/2008

REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT | EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor | WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

Shirley F. Ebbesen Division of | Wage Determination No.: 2005-2517
Director Wage Determinations | Revision No.: 6
Date Of Revision: 05/29/2008

States: New Mexico, Oklahoma, Texas

Area: New Mexico Counties of Curry, Lea, Quay, Roosevelt, Union
Oklahoma Counties of Beaver, Cimarron, Texas
Texas Counties of Andrews, Armstrong, Bailey, Borden, Brewster, Briscoe, Brown, Callahan, Carson, Castro, Childress, Cochran, Coke, Coleman, Collingsworth, Comanche, Concho, Cottle, Crane, Crockett, Crosby, Dallam, Dawson, Deaf Smith, Dickens, Donley, Eastland, Ector, Fisher, Floyd, Foard, Gaines, Garza, Glasscock, Gray, Hale, Hall, Hansford, Hardeman, Hartley, Haskell, Hemphill, Hockley, Howard, Hutchinson, Irion, Jeff Davis, Jones, Kent, Kimble, King, Knox, Lamb, Lipscomb, Loving, Lubbock, Lynn, Martin, McCulloch, Menard, Midland, Mitchell, Moore, Motley, Nolan, Ochiltree, Oldham, Parmer, Pecos, Potter, Presidio, Randall, Reagan, Reeves, Roberts, Runnels, Schleicher, Scurry, Shackelford, Sherman, Stephens, Sterling, Stonewall, Sutton, Swisher, Taylor, Terrell, Terry, Throckmorton, Tom Green, Upton, Ward, Wheeler, Winkler, Yoakum, Young

Fringe Benefits Required Follow the Occupational Listing

Table with 2 columns: OCCUPATION CODE - TITLE and MINIMUM WAGE RATE. Lists various occupational codes and titles such as '01000 - Administrative Support And Clerical Occupations' and '01011 - Accounting Clerk I' with corresponding wage rates.

01113	- General Clerk III	16.70
01120	- Housing Referral Assistant	18.47
01141	- Messenger Courier	8.90
01191	- Order Clerk I	10.70
01192	- Order Clerk II	12.62
01261	- Personnel Assistant (Employment) I	12.94
01262	- Personnel Assistant (Employment) II	17.32
01263	- Personnel Assistant (Employment) III	18.25
01270	- Production Control Clerk	17.75
01280	- Receptionist	10.78
01290	- Rental Clerk	12.90
01300	- Scheduler, Maintenance	14.14
01311	- Secretary I	14.14
01312	- Secretary II	17.77
01313	- Secretary III	18.47
01320	- Service Order Dispatcher	12.95
01410	- Supply Technician	19.68
01420	- Survey Worker	14.24
01531	- Travel Clerk I	10.16
01532	- Travel Clerk II	10.95
01533	- Travel Clerk III	11.77
01611	- Word Processor I	11.32
01612	- Word Processor II	13.66
01613	- Word Processor III	15.29
05000	- Automotive Service Occupations	
05005	- Automobile Body Repairer, Fiberglass	18.79
05010	- Automotive Electrician	18.94
05040	- Automotive Glass Installer	17.73
05070	- Automotive Worker	17.73
05110	- Mobile Equipment Servicer	15.35
05130	- Motor Equipment Metal Mechanic	20.11
05160	- Motor Equipment Metal Worker	17.73
05190	- Motor Vehicle Mechanic	20.38
05220	- Motor Vehicle Mechanic Helper	14.18
05250	- Motor Vehicle Upholstery Worker	16.56
05280	- Motor Vehicle Wrecker	17.73
05310	- Painter, Automotive	18.94
05340	- Radiator Repair Specialist	17.73
05370	- Tire Repairer	12.90
05400	- Transmission Repair Specialist	20.11
07000	- Food Preparation And Service Occupations	
07010	- Baker	9.98
07041	- Cook I	8.17
07042	- Cook II	9.37
07070	- Dishwasher	6.62
07130	- Food Service Worker	7.45
07210	- Meat Cutter	12.96
07260	- Waiter/Waitress	7.03
09000	- Furniture Maintenance And Repair Occupations	
09010	- Electrostatic Spray Painter	17.29
09040	- Furniture Handler	10.77
09080	- Furniture Refinisher	17.29
09090	- Furniture Refinisher Helper	12.95
09110	- Furniture Repairer, Minor	15.12
09130	- Upholsterer	16.47
11000	- General Services And Support Occupations	
11030	- Cleaner, Vehicles	7.67
11060	- Elevator Operator	7.57
11090	- Gardener	9.25
11122	- Housekeeping Aide	7.57
11150	- Janitor	9.03
11210	- Laborer, Grounds Maintenance	8.85
11240	- Maid or Houseman	6.99
11260	- Pruner	7.91
11270	- Tractor Operator	9.64
11330	- Trail Maintenance Worker	8.85
11360	- Window Cleaner	9.94
12000	- Health Occupations	
12010	- Ambulance Driver	12.97
12011	- Breath Alcohol Technician	16.47
12012	- Certified Occupational Therapist Assistant	18.88
12015	- Certified Physical Therapist Assistant	19.33
12020	- Dental Assistant	12.02

12025 - Dental Hygienist	24.89
12030 - EKG Technician	22.39
12035 - Electroneurodiagnostic Technologist	22.39
12040 - Emergency Medical Technician	12.97
12071 - Licensed Practical Nurse I	12.81
12072 - Licensed Practical Nurse II	14.33
12073 - Licensed Practical Nurse III	16.47
12100 - Medical Assistant	9.99
12130 - Medical Laboratory Technician	13.03
12160 - Medical Record Clerk	12.36
12190 - Medical Record Technician	14.89
12195 - Medical Transcriptionist	12.92
12210 - Nuclear Medicine Technologist	29.64
12221 - Nursing Assistant I	8.72
12222 - Nursing Assistant II	9.79
12223 - Nursing Assistant III	10.69
12224 - Nursing Assistant IV	12.00
12235 - Optical Dispenser	12.33
12236 - Optical Technician	10.55
12250 - Pharmacy Technician	13.41
12280 - Phlebotomist	12.00
12305 - Radiologic Technologist	19.93
12311 - Registered Nurse I	21.99
12312 - Registered Nurse II	26.92
12313 - Registered Nurse II, Specialist	26.92
12314 - Registered Nurse III	32.57
12315 - Registered Nurse III, Anesthetist	32.57
12316 - Registered Nurse IV	39.01
12317 - Scheduler (Drug and Alcohol Testing)	18.31
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	14.69
13012 - Exhibits Specialist II	18.20
13013 - Exhibits Specialist III	22.26
13041 - Illustrator I	15.22
13042 - Illustrator II	18.86
13043 - Illustrator III	23.07
13047 - Librarian	20.88
13050 - Library Aide/Clerk	9.35
13054 - Library Information Technology Systems Administrator	18.55
13058 - Library Technician	13.42
13061 - Media Specialist I	12.59
13062 - Media Specialist II	14.08
13063 - Media Specialist III	15.70
13071 - Photographer I	11.14
13072 - Photographer II	15.63
13073 - Photographer III	16.46
13074 - Photographer IV	20.08
13075 - Photographer V	24.35
13110 - Video Teleconference Technician	13.61
14000 - Information Technology Occupations	
14041 - Computer Operator I	13.10
14042 - Computer Operator II	14.66
14043 - Computer Operator III	18.25
14044 - Computer Operator IV	20.27
14045 - Computer Operator V	22.45
14071 - Computer Programmer I (1)	17.87
14072 - Computer Programmer II (1)	22.16
14073 - Computer Programmer III (1)	27.08
14074 - Computer Programmer IV (1)	27.62
14101 - Computer Systems Analyst I (1)	25.25
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1)	27.62
14150 - Peripheral Equipment Operator	13.10
14160 - Personal Computer Support Technician	20.27
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	21.03
15020 - Aircrew Training Devices Instructor (Rated)	30.50
15030 - Air Crew Training Devices Instructor (Pilot)	33.55
15050 - Computer Based Training Specialist / Instructor	22.95
15060 - Educational Technologist	24.04
15070 - Flight Instructor (Pilot)	33.55
15080 - Graphic Artist	19.64
15090 - Technical Instructor	17.28

15095 - Technical Instructor/Course Developer	21.14
15110 - Test Proctor	17.77
15120 - Tutor	17.77
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.14
16030 - Counter Attendant	7.14
16040 - Dry Cleaner	8.66
16070 - Finisher, Flatwork, Machine	7.14
16090 - Presser, Hand	7.14
16110 - Presser, Machine, Drycleaning	7.14
16130 - Presser, Machine, Shirts	7.14
16160 - Presser, Machine, Wearing Apparel, Laundry	7.14
16190 - Sewing Machine Operator	9.18
16220 - Tailor	9.68
16250 - Washer, Machine	7.65
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	16.47
19040 - Tool And Die Maker	24.00
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	13.65
21030 - Material Coordinator	17.75
21040 - Material Expediter	17.75
21050 - Material Handling Laborer	9.52
21071 - Order Filler	10.07
21080 - Production Line Worker (Food Processing)	13.65
21110 - Shipping Packer	10.41
21130 - Shipping/Receiving Clerk	10.41
21140 - Store Worker I	9.12
21150 - Stock Clerk	12.05
21210 - Tools And Parts Attendant	13.65
21410 - Warehouse Specialist	13.65
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	21.84
23021 - Aircraft Mechanic I	20.05
23022 - Aircraft Mechanic II	21.84
23023 - Aircraft Mechanic III	23.06
23040 - Aircraft Mechanic Helper	14.14
23050 - Aircraft, Painter	18.25
23060 - Aircraft Servicer	15.84
23080 - Aircraft Worker	16.96
23110 - Appliance Mechanic	16.47
23120 - Bicycle Repairer	12.90
23125 - Cable Splicer	24.94
23130 - Carpenter, Maintenance	16.47
23140 - Carpet Layer	15.42
23160 - Electrician, Maintenance	19.36
23181 - Electronics Technician Maintenance I	17.46
23182 - Electronics Technician Maintenance II	21.30
23183 - Electronics Technician Maintenance III	22.65
23260 - Fabric Worker	14.40
23290 - Fire Alarm System Mechanic	17.48
23310 - Fire Extinguisher Repairer	13.35
23311 - Fuel Distribution System Mechanic	17.49
23312 - Fuel Distribution System Operator	15.05
23370 - General Maintenance Worker	13.82
23380 - Ground Support Equipment Mechanic	20.05
23381 - Ground Support Equipment Servicer	15.85
23382 - Ground Support Equipment Worker	16.96
23391 - Gunsmith I	11.79
23392 - Gunsmith II	13.60
23393 - Gunsmith III	15.41
23410 - Heating, Ventilation And Air-Conditioning Mechanic	17.49
23411 - Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
18.55	
23430 - Heavy Equipment Mechanic	17.49
23440 - Heavy Equipment Operator	17.49
23460 - Instrument Mechanic	17.49
23465 - Laboratory/Shelter Mechanic	14.50
23470 - Laborer	11.40
23510 - Locksmith	16.47
23530 - Machinery Maintenance Mechanic	17.72
23550 - Machinist, Maintenance	17.84
23580 - Maintenance Trades Helper	12.33

23591 - Metrology Technician I	17.49
23592 - Metrology Technician II	18.55
23593 - Metrology Technician III	19.58
23640 - Millwright	17.49
23710 - Office Appliance Repairer	16.47
23760 - Painter, Maintenance	16.47
23790 - Pipefitter, Maintenance	17.49
23810 - Plumber, Maintenance	16.85
23820 - Pneudraulic Systems Mechanic	17.49
23850 - Rigger	17.49
23870 - Scale Mechanic	15.42
23890 - Sheet-Metal Worker, Maintenance	17.49
23910 - Small Engine Mechanic	15.42
23931 - Telecommunications Mechanic I	19.59
23932 - Telecommunications Mechanic II	20.98
23950 - Telephone Lineman	19.59
23960 - Welder, Combination, Maintenance	17.49
23965 - Well Driller	18.64
23970 - Woodcraft Worker	17.49
23980 - Woodworker	13.82
24000 - Personal Needs Occupations	
24570 - Child Care Attendant	7.02
24580 - Child Care Center Clerk	11.79
24610 - Chore Aide	6.32
24620 - Family Readiness And Support Services Coordinator	8.11
24630 - Homemaker	14.48
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	18.36
25040 - Sewage Plant Operator	17.29
25070 - Stationary Engineer	18.36
25190 - Ventilation Equipment Tender	12.97
25210 - Water Treatment Plant Operator	17.29
27000 - Protective Service Occupations	
27004 - Alarm Monitor	13.67
27007 - Baggage Inspector	10.33
27008 - Corrections Officer	14.99
27010 - Court Security Officer	17.33
27030 - Detection Dog Handler	13.67
27040 - Detention Officer	14.99
27070 - Firefighter	17.49
27101 - Guard I	10.33
27102 - Guard II	13.67
27131 - Police Officer I	20.01
27132 - Police Officer II	22.24
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.28
28042 - Carnival Equipment Repairer	8.10
28043 - Carnival Equipment Worker	7.02
28210 - Gate Attendant/Gate Tender	12.14
28310 - Lifeguard	10.82
28350 - Park Attendant (Aide)	13.58
28510 - Recreation Aide/Health Facility Attendant	9.91
28515 - Recreation Specialist	11.42
28630 - Sports Official	10.82
28690 - Swimming Pool Operator	12.08
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	15.77
29020 - Hatch Tender	15.77
29030 - Line Handler	15.77
29041 - Stevedore I	14.72
29042 - Stevedore II	16.83
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	32.97
30011 - Air Traffic Control Specialist, Station (HFO) (2)	22.86
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	25.03
30021 - Archeological Technician I	15.74
30022 - Archeological Technician II	17.63
30023 - Archeological Technician III	21.81
30030 - Cartographic Technician	20.82
30040 - Civil Engineering Technician	20.11
30061 - Drafter/CAD Operator I	13.66
30062 - Drafter/CAD Operator II	16.24
30063 - Drafter/CAD Operator III	20.71

30064 - Drafter/CAD Operator IV	22.02
30081 - Engineering Technician I	13.70
30082 - Engineering Technician II	15.36
30083 - Engineering Technician III	17.19
30084 - Engineering Technician IV	21.30
30085 - Engineering Technician V	26.05
30086 - Engineering Technician VI	31.52
30090 - Environmental Technician	19.11
30210 - Laboratory Technician	18.26
30240 - Mathematical Technician	20.11
30361 - Paralegal/Legal Assistant I	16.90
30362 - Paralegal/Legal Assistant II	17.82
30363 - Paralegal/Legal Assistant III	21.80
30364 - Paralegal/Legal Assistant IV	26.37
30390 - Photo-Optics Technician	20.11
30461 - Technical Writer I	18.90
30462 - Technical Writer II	23.11
30463 - Technical Writer III	27.96
30491 - Unexploded Ordnance (UXO) Technician I	20.95
30492 - Unexploded Ordnance (UXO) Technician II	23.35
30493 - Unexploded Ordnance (UXO) Technician III	30.39
30494 - Unexploded (UXO) Safety Escort	20.95
30495 - Unexploded (UXO) Sweep Personnel	20.95
30620 - Weather Observer, Combined Upper Air Or Surface Programs (2)	16.24
30621 - Weather Observer, Senior (2)	19.28
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	10.92
31030 - Bus Driver	15.50
31043 - Driver Courier	11.29
31260 - Parking and Lot Attendant	7.81
31290 - Shuttle Bus Driver	11.29
31310 - Taxi Driver	8.84
31361 - Truckdriver, Light	11.29
31362 - Truckdriver, Medium	14.61
31363 - Truckdriver, Heavy	15.27
31364 - Truckdriver, Tractor-Trailer	15.27
99000 - Miscellaneous Occupations	
99030 - Cashier	8.19
99050 - Desk Clerk	10.41
99095 - Embalmer	20.95
99251 - Laboratory Animal Caretaker I	8.55
99252 - Laboratory Animal Caretaker II	9.26
99310 - Mortician	21.88
99410 - Pest Controller	13.32
99510 - Photofinishing Worker	9.31
99710 - Recycling Laborer	12.21
99711 - Recycling Specialist	14.86
99730 - Refuse Collector	10.40
99810 - Sales Clerk	10.50
99820 - School Crossing Guard	8.64
99830 - Survey Party Chief	13.89
99831 - Surveying Aide	9.67
99832 - Surveying Technician	13.26
99840 - Vending Machine Attendant	10.79
99841 - Vending Machine Repairer	13.34
99842 - Vending Machine Repairer Helper	10.79

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

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

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

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor

Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

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

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

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

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

** UNIFORM ALLOWANCE **

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

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

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

site at <http://wdol.gov/>.

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

Conformance Process:

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

The process for preparing a conformance request is as follows:

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

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

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

ITEM NO 0001	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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Funded Amt:

WINTER FY09 GATE ATTENDANTS
This is a 100% Small Business Set-Aside.

FURNISH ALL LABOR, MATERIALS, AND EQUIPMENT (UNLESS OTHERWISE NOTED) TO PROVIDE GATE ATTENDANT SERVICES IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS AND BID SHEETS FOR VARIOUS PARKS AND PERIODS LOCATED THROUGHOUT THE THREE RIVERS REGIONAL OFFICE LAKES.

MULTIPLE AWARDS WILL BE MADE FROM THIS SOLICITATION.
POC: LINDA MCKETHAN @ 254-756-5359

AWARDS WILL BE BASED ON BEST VALUE TO THE GOVERNMENT.
FACTORS TO BE CONSIDERED ARE PRICE AND PAST PERFORMANCE

ISSUANCE OF PURCHASE ORDERS WILL BE MADE IN THE ORDER WHICH IS MOST ADVANTAGEOUS TO THE GOVERNMENT. IF A VENDOR DECLINES TO ACCEPT A PURCHASE ORDER FOR A PARK, THE VENDOR WILL NOT BE CONSIDERED FOR ANY OTHER AWARDS OFFERED IN THE SOLICITATION. ONLY ONE OFFER WILL BE MADE BY THE GOVERNMENT.

SEE ATTACHED SPECIFICATIONS AND BID SCHEDULES.

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
Section F - Deliveries or Performance				

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	N/A	N/A	N/A	N/A

Section G - Contract Administration Data

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	MAR 2008
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CLAUSES INCORPORATED BY FULL TEXT

252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE ACQUISITIONS OF COMMERCIAL ITEMS (MAR 2008)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (2) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and 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.

(e) (1) 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) 52.222-26, Equal Opportunity (April 2002) (E.O. 11246).

(ii) 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).

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

(iv) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004) (E.O. 13201).

(v) 52.222-41, Service Contract Act of 1965, as Amended (Jul 2005), flow down required for all subcontracts subject to the Service Contract Act of 1965 (41 U.S.C. 351, et seq.).

(End of clause)

52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

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

(b) The use in this solicitation or contract of any [DFARS](#) (48 CFR [Chapter 2](#)) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

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):

www.ebs.swf.usace.army.mil

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 days.

(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 7 calendar days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 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 36 months.

(End of clause)

CLAUSES INCORPORATED BY REFERENCE

52.212-5	Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items	JUN 2008
52.212-4	Contract Terms and Conditions--Commercial Items	FEB 2007

CLAUSES INCORPORATED BY FULL TEXT

52.212-2 EVALUATION--COMMERCIAL ITEMS (JAN 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

Price
Past Performance

Technical and past performance, when combined, are equal.

(b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of clause)

52.232-33 PAYMENT BY ELECTRONIC FUNDS TRANSFER—CENTRAL CONTRACTOR
REGISTRATION (OCT 2003)

(a) Method of payment. (1) All payments by the Government under this contract shall be made by electronic funds transfer (EFT), except as provided in paragraph (a)(2) of this clause. As used in this clause, the term "EFT" refers to the funds transfer and may also include the payment information transfer.

(2) In the event the Government is unable to release one or more payments by EFT, the Contractor agrees to either-

(i) Accept payment by check or some other mutually agreeable method of payment; or

(ii) Request the Government to extend the payment due date until such time as the Government can make payment by EFT (but see paragraph (d) of this clause).

(b) Contractor's EFT information. The Government shall make payment to the Contractor using the EFT information contained in the Central Contractor Registration (CCR) database. In the event that the EFT information changes, the Contractor shall be responsible for providing the updated information to the CCR database.

(c) Mechanisms for EFT payment. The Government may make payment by EFT through either the Automated Clearing House (ACH) network, subject to the rules of the National Automated Clearing House Association, or the Fedwire Transfer System. The rules governing Federal payments through the ACH are contained in 31 CFR part 210.

(d) Suspension of payment. If the Contractor's EFT information in the CCR database is incorrect, then the Government need not make payment to the Contractor under this contract until correct EFT information is entered into the CCR database; and any invoice or contract financing request shall be deemed not to be a proper invoice for the purpose of prompt payment under this contract. The prompt payment terms of the contract regarding notice of an improper invoice and delays in accrual of interest penalties apply.

(e) Liability for uncompleted or erroneous transfers. (1) If an uncompleted or erroneous transfer occurs because the Government used the Contractor's EFT information incorrectly, the Government remains responsible for--

(i) Making a correct payment;

(ii) Paying any prompt payment penalty due; and

(iii) Recovering any erroneously directed funds.

(2) If an uncompleted or erroneous transfer occurs because the Contractor's EFT information was incorrect, or was revised within 30 days of Government release of the EFT payment transaction instruction to the Federal Reserve System, and--

(i) If the funds are no longer under the control of the payment office, the Government is deemed to have made payment and the Contractor is responsible for recovery of any erroneously directed funds; or

(ii) If the funds remain under the control of the payment office, the Government shall not make payment, and the provisions of paragraph (d) of this clause shall apply.

(f) EFT and prompt payment. A payment shall be deemed to have been made in a timely manner in accordance with the prompt payment terms of this contract if, in the EFT payment transaction instruction released to the Federal Reserve System, the date specified for settlement of the payment is on or before the prompt payment due date, provided the specified payment date is a valid date under the rules of the Federal Reserve System.

(g) EFT and assignment of claims. If the Contractor assigns the proceeds of this contract as provided for in the assignment of claims terms of this contract, the Contractor shall require as a condition of any such assignment, that the assignee shall register separately in the CCR database and shall be paid by EFT in accordance with the terms of this clause. Notwithstanding any other requirement of this contract, payment to an ultimate recipient other than the Contractor, or a financial institution properly recognized under an assignment of claims pursuant to subpart 32.8, is not permitted. In all respects, the requirements of this clause shall apply to the assignee as if it were the Contractor. EFT information that shows the ultimate recipient of the transfer to be other than the Contractor, in the absence of a proper assignment of claims acceptable to the Government, is incorrect EFT information within the meaning of paragraph (d) of this clause.

(h) Liability for change of EFT information by financial agent. The Government is not liable for errors resulting from changes to EFT information made by the Contractor's financial agent.

(i) Payment information. The payment or disbursing office shall forward to the Contractor available payment information that is suitable for transmission as of the date of release of the EFT instruction to the Federal Reserve System. The Government may request the Contractor to designate a desired format and method(s) for delivery of payment information from a list of formats and methods the payment office is capable of executing. However, the Government does not guarantee that any particular format or method of delivery is available at any particular payment office and retains the latitude to use the format and delivery method most convenient to the Government. If the Government makes payment by check in accordance with paragraph (a) of this clause, the Government shall mail the payment information to the remittance address contained in the CCR database.

(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 [30 Sep 2009](#). 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 [30 Sep 2009](#), 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)

52.228-5 INSURANCE--WORK ON A GOVERNMENT INSTALLATION (JAN 1997)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective (1) for such period as the laws of the State in which this contract is to be performed prescribe, or (2) until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

(End of clause)

CLAUSES INCORPORATED BY REFERENCE

52.222-43	Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option)	NOV 2006
52.222-26	Equal Opportunity	MAR 2007
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-3	Convict Labor	JUN 2003
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans	SEP 2006
52.219-6	Notice Of Total Small Business Set-Aside	JUN 2003
52.212-3	Offeror Representations and Certification--Commercial Items	JUN 2008

CLAUSES INCORPORATED BY FULL TEXT

52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (JUN 2008)

(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 (see FAR 52.212-3(b) for those representations and certifications that the offeror shall complete electronically);
 - (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)(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) Most unclassified Defense specifications and standards may be downloaded from the following ASSIST websites:

(i) ASSIST (<http://assist.daps.dla.mil>).

- (ii) Quick Search (<http://assist.daps.dla.mil/quicksearch>).
 - (iii) ASSISTdocs.com (<http://assistdocs.com>).
- (3) Documents not available from ASSIST may be ordered from the Department of Defense Single Stock Point (DoDSSP) by--
- (i) Using the ASSIST Shopping Wizard (<http://assist.daps.dla.mil/wizard>);
 - (ii) Phoning the DoDSSP Customer Service Desk (215) 697-2179, Mon-Fri, 0730 to 1600 EST; or
 - (iii) Ordering from DoDSSP, Building 4, Section D, 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-2667/2179, Facsimile (215) 697-1462.
- (4) 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 \$3,000, and offers of \$3,000 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 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://fedgov.dnb.com/webform>. An offeror located outside the United States must contact the local Dun and Bradstreet office for a DUNS number. The offeror should indicate that it is an offeror for a Government contract when contacting the local Dun and Bradstreet office.
- (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)

CLAUSES INCORPORATED BY REFERENCE

52.204-9	Personal Identity Verification of Contractor Personnel	SEP 2007
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000