APPENDIX B

SUPPORT REQUIREMENTS & PROJECTIONS

FAA Academy Instructional Support Services

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Task/Subtask listing:

Task 1	Contract Management and Administration Subtask - General Management and Administration Subtask - Program Support
Task 2	Pseudo Pilot Support for Air Traffic Training
Task 3	International Instruction Support
Task 10	Initial Training Instructional Design Support
Task 11	En Route Instruction Support
Task 12	Terminal Radar Instruction Support
Task 13	Tower Cab Instruction Support
Task 20	Specialized Training Instructional Design Support
Task 21	Staff Training Support
Task 22	Operations Training Support
Task 30	System Support Instructional Design Support

Contract Management, Administration, and Air Traffic Support Services

The Contractor shall furnish a Project Manager and Alternate Project manager who will be responsible for providing oversight and management of all contract personnel employed in direct support of this contract. The Contractor personnel shall assist in the conduct, development, maintenance, and administration of those Air Traffic training courses managed by AMA-500 and AMA-800. In addition, program management, supervision of personnel, and contract management must be performed to successfully deliver the training described in the Performance Work Statement (PWS). The support will be furnished to the following FAA organizations:

Initial Training Branch (AMA-510)
En Route Training Section (AMA-511)
Terminal Radar Training Section (AMA-512)
Tower Cab Training Section (AMA-513)
Specialized Training Branch (AMA-520
Staff Training Section (AMA-521)
Operations Training Section (AMA-522)
System Support Branch (AMA-530)
Airports and International Training Division (AMA-800)

Both the Project Manager and Alternate Project Manager shall be fully dedicated to this contract and shall not be utilized by the Contractor in support of other activities without the express approval of the Contracting Officer (CO) or Contracting Officer's Representative (COR). Both the Project Manager and Alternate Project Manager shall have full authority to act on behalf of the Contractor, and any limitations to this authority must be clearly indicated in the Contractor's proposal.

The Project Manager is responsible for coordinating all schedules and/or task descriptions with the FAA CO or designated COR. The COR shall prepare a requirement schedule for each performance period, outlining the support requirements for that period. The requirement schedule shall be coordinated between the FAA CO or COR and Project Manager.

FAA requirements for the Project Manager and Alternate Project Manager are expected to remain constant throughout the life of this contract under normal circumstances. Whatever other positions are requested by the Contractor and approved through negotiations with the Government are likewise expected to remain as constant requirements. All of these positions must nevertheless be subject to additional negotiation in the event changes arise in the projected workload of other tasks under this contract.

Base Period and All Option Years Support Requirements

SubTask - General Management and Administration

The Contractor shall furnish those clerical, administrative, and managerial positions required to effectively administer all tasks and subtasks under this contract and which are proposed at direct cost to this contract.

SubTask - Program Support

The Contractor shall furnish support personnel required to assist in activities that support AMA-500 in managing the overall training program. The Contractor's staff shall augment an existing

FAA cadre of specialists in completing tasked services such as, but not limited to, supply support personnel.

Task 10: Initial Training Instructional Design Support
The Contractor shall furnish support for approximately 37 Resident and Field courses for the Initial Training Branch, AMA-510. This support includes course development, revision, maintenance, and administration. The Contractor will be required to follow development guidelines, courseware development process guides, branch directives, and other developmental tools utilized by the FAA to complete the requirements.

In addition, support includes database and scenario development for the FAA's simulation engine (SIGNAL) which requires extensive experience with this software. A variety of functional expertise is required for this support including education specialists, instructional systems specialists, desktop publishing technicians, and air traffic subject matter experts.

The level of support is anticipated to be approximately 27,000 hours divided among, but not limited to, the following areas:

30% - Existing resident courseware revision and maintenance
25% - New resident courseware development
10% - Existing field courseware revision and maintenance
10% - New field courseware development
10% - Internal training and Quality Assurance
10% - Instructional Support for Air Traffic Basics course
5% - SIGNAL Support

Task 20: Specialized Training Instructional Design Support
The Contractor shall furnish support for approximately 23 specialized staff training courses for the Specialized Training Branch, AMA-520. This support includes course development, revision, maintenance, and administration. The Contractor will be required to follow development guidelines, courseware development process guides, branch directives, and other developmental tools utilized by the FAA to complete the requirements.

A variety of functional expertise is required for this support including instructional system specialists, desktop publishing technicians, technical writers, education specialists, and air traffic subject matter experts.

The level of support is anticipated to be approximately 19,000 hours divided among, but not limited to, the following areas:

60% - Existing resident courseware revision and maintenance
20% - New resident courseware development
10% - Internal training and Quality Assurance
10% - Classroom Support

Task 30: Systems Support Instructional Design Support
The Contractor shall furnish support for approximately 129 Computer-Based Instruction (CBI) courses for the Systems Support Branch, AMA-530. This support includes development and revision of CBI courses, reprogramming CBI courses developed by other vendors, distribution of courses, and technical support for field facilities using CBI and TRAX programs. In addition,

support includes database and scenario development for the FAA's simulation engine (SIGNAL) requiring extensive experience with Create 2000 software. The Contractor will be required to follow development guidelines, courseware development process guides, branch directives, and other developmental tools utilized by the FAA to complete the requirements.

A variety of functional expertise is required for this support including computer programmers, computer operators, instructional system specialists, desktop publishing technicians, and air traffic subject matter experts.

The level of support is anticipated to be approximately 31,000 hours divided among, but not limited to, the following areas:

40% - Existing CBI revision and maintenance
30% - Programming Support
20% - New CBI Development
5% - SIGNAL Support (Create 2000 Experience)
5% - Technical Support (Help Desk for CBI & TRAX)

Pseudo Pilot Support

The Contractor shall furnish Pseudo Pilots to assist in activities within the scope of the training program managed by AMA-510. During the listed performance periods, AMA-500 projects the following support requirements based on the assumptions outlined in Paragraph 1.3 of the Performance Work Statement. They are intended for solicitation purposes only, and are subject to change following award.

Task 2: Pseudo Pilot Support for Air Traffic Training

Base Period Support Requirements

Requirements will fluctuate from day to day and average approximately 78 Pseudo Pilots per day.

First Option Period Support Requirements

Requirements will fluctuate from day to day and average approximately 100 Pseudo Pilots per day.

Second Option Period Support Requirements

Requirements will fluctuate from day to day and average approximately 120 Pseudo Pilots per day.

Third Option Period Support Requirements

Requirements will fluctuate from day to day and average approximately 105 Pseudo Pilots per day.

Fourth Option Period Support Requirements

Requirements will fluctuate from day to day and average approximately 120 Pseudo Pilots per day.

Specialized and Advanced Training Support

The Contractor shall conduct approximately 23 specialized staff training courses for the Staff Training Section (AMA-521) and the Operations Training Section (AMA-522). The Contractor shall provide all of the instructional support necessary to conduct the classes listed below. The instructional support includes classroom preparation and instruction, laboratory preparation and instruction, and classroom administration. The Contractor will be required to follow instructional program guides, courseware and lesson plan materials, branch directives, and other tools utilized by the FAA to deliver training.

A variety of functional expertise is required to deliver the training including quality assurance, facility training administration, obstruction evaluation, enhanced traffic management, and crew resource management.

The COR shall prepare a requirement schedule for each performance period, outlining the support requirements for that period. The requirement schedule shall be coordinated between the FAA CO or COR and Project Manager.

FAA requirements for the delivery of these courses are expected to remain constant throughout the life of this contract under normal circumstances. Whatever other courses are requested by the FAA will be approved through negotiations with the Government. The FAA projects the following support requirements based on the assumptions outlined in Paragraph 1.3 of the Performance Work Statement. They are intended for solicitation purposes only and are subject to change following award.

Base Period and All Option Years Support Requirements

Task 21: Staff Training Support

Course 50310 (1 to 9 classes)
Course 50314 (1 to 11 classes)
Course 50316 (1 to 7 classes)
Course 50319 (1 to 2 classes)
Course 50331 (1 to 3 classes)
Course 50334 (1 to 2 classes)
Course 50350 (1 to 5 classes)

Task 22: Operations Training Support

Course 12051 (1 to 5 classes)
Course 12053 (1 to 2 classes)
Course 50019 (1 to 7 classes)
Course 50053 (1 to 10 classes)
Course 50115 (1 to 11 classes)
Course 50128 (1 to 4 classes)
Course 53004 (1 to 3 classes)
Course 53034 (1 to 6 classes)

Air Traffic Instructional Support

The Contractor shall furnish instructors to augment an existing FAA cadre of specialists in the delivery of Air Traffic training for the Airports and International Training Division (AMA-800), En Route Training Section (AMA-511), Terminal Radar Training Section (AMA-512), and Tower Cab Training Section (AMA-513). The Contractor shall provide supervision of instructors as needed.

The instructional support includes classroom preparation and instruction, laboratory preparation and instruction, and classroom administration. The Contractor will be required to follow instructional program guides, courseware and lesson plan materials, laboratory guidelines, branch directives, and other tools utilized by the FAA to deliver training.

During the listed performance periods, the FAA projects the following support requirements based on the assumptions outlined in Paragraph 1.3 of the Performance Work Statement. They are intended for solicitation purposes only and are subject to change following award. A Task Description Sheet will be provided by the CO or COR to specify daily instructor requirements by task. The schedule will be coordinated with related updates or revisions as course schedules are revised. The estimates provided below are the estimated daily range of instructors required and the sum of the daily instructor requirements for the performance period for that task.

<u>Base Period Support Requirements</u>

Task 3: International Instruction Support

Daily range of 1to 6 instructors with a sum of 520 instructor days.

Task 11: En Route Instruction Support

Daily range of 40 to 100 instructors with a sum of 18,720 instructor days.

Task 12: Terminal Radar Instruction Support

Daily range of 4 to 20 instructors with a sum of 5,980 instructor days.

Task 13: Tower Cab Instruction Support

Daily range of 20 to 50 instructors with a sum of 17,160 instructor days.

<u>First Option Period Support Requirements</u>

Task 3: International Instruction Support

Daily range of 1to 6 instructors with a sum of 520 instructor days.

Task 11: En Route Instruction Support

Daily range of 40 to 100 instructors with a sum of 10,920 instructor days.

Task 12: Terminal Radar Instruction Support

Daily range of 4 to 20 instructors with a sum of 5,980 instructor days.

Task 13: Tower Cab Instruction Support

Daily range of 20 to 70 instructors with a sum of 19,240 instructor days.

<u>Second Option Period Support Requirements</u>

Task 3: International Instruction Support

Daily range of 1to 6 instructors with a sum of 520 instructor days.

Task 11: En Route Instruction Support

Daily range of 40 to 100 instructors with a sum of 18,720 instructor days.

Task 12: Terminal Radar Instruction Support

Daily range of 4 to 40 instructors with a sum of 9,880 instructor days.

Task 13: Tower Cab Instruction Support

Daily range of 20 to 50 instructors with a sum of 15,040 instructor days.

<u>Third Option Period Support Requirements</u>

Task 3: International Instruction Support

Daily range of 1to 6 instructors with a sum of 780 instructor days.

Task 11: En Route Instruction Support

Daily range of 40 to 100 instructors with a sum of 19,500 instructor days.

Task 12: Terminal Radar Instruction Support

Daily range of 4 to 30 instructors with a sum of 7,280 instructor days.

Task 13: Tower Cab Instruction Support

Daily range of 20 to 60 instructors with a sum of 17,940 instructor days.

<u>Fourth Option Period Support Requirements</u>

Task 3: International Instruction Support

Daily range of 0 to 1instructor with a sum of 0 instructor days.

Task 11: En Route Instruction Support

Daily range of 40 to 100 instructors with a sum of 19,500 instructor days.

Task 12: Terminal Radar Instruction Support

Daily range of 4 to 40 instructors with a sum of 9,100 instructor days.

Task 13: Tower Cab Instruction Support

Daily range of 20 to 70 instructors with a sum of 19,640 instructor days.