

**PERFORMANCE WORK STATEMENT
INFORMATION TECHNOLOGY (IT) SUPPORT SERVICES FOR THE
MIKE MONRONEY AERONAUTICAL CENTER, OKLAHOMA CITY, OKLAHOMA**

The **PM** and **APM** shall be available during normal working hours within two hours to meet at the MMAC with Government personnel designated as the Contracting Officer (CO), MMAC Program Manager (PM) and/or Contracting Officer Technical Representative (COTR) to discuss problem areas. The **PM** and **APM** must be able to read, write, speak and understand English.

1.2.1.2 Administrative, Managerial, and Supervisory. The contractor shall provide qualified personnel with administrative, managerial, and supervisory capabilities to assure the effective performance of the contract. An on-site representative(s) of the contractor such as a Task Leader will perform supervision and will be responsible for monitoring the work assignments of contractor personnel. At no time shall the Government supervise contractor personnel. Qualifications of the on-site representative(s) are subject to Government review and approval.

1.2.1.3 Security Investigation. Contractor personnel shall be required to perform duties requiring a security investigation. The investigation will consist of a National Agency Check with Inquiries (NACI), Minimum Background Investigation (MBI), Limited Background Investigation (LBI), or a Background Investigation (BI). The scope of the investigation required and the forms to be completed shall be determined in accordance with FAA Order 1600.72, Personnel Security Program. The contractor shall be responsible for the preparation and submittal of the required forms to the Security Office. The contractor personnel shall not be required nor permitted to perform work prior to receipt of the required approval unless a temporary waiver is granted.

1.2.1.4 Labor Categories. The contractor shall provide employees for the defined categories of labor in Section 5.2. *The contractor shall fill any vacancies within 27 working days after the vacancies occur for existing tasks or when new task order(s) are officially authorized in writing by the CO, or provide a written statement to the MMAC PM and COTR stating the reason(s) for not meeting the placement criteria with stated corrective actions to timely meet future employee placements.* The contractor shall submit a Vacancy Report to the MMAC PM and to the COTRs each Monday in accordance with Contract Data Requirements List (CDRL) A005. The Government reserves the right to award a task(s) to another vendor based on the criticality of the task and/or if it is the best interest of the Government.

1.2.1.5 Qualifications. Contractor employees shall have the knowledge, skills, and certifications necessary to perform the required services in the task. The contractor shall furnish proof of employee's qualifications via resumes or written certification, which is subject to review and concurrence by the Government. Contractor employees not meeting minimum qualifications shall not be considered prior to completing the requirements outlined in Section 5.2 unless a waiver is granted by the COTR.

1.2.1.6 Training. The contractor shall provide fully trained employees, be required to have an ongoing training program, and be responsible for contractor employees acquiring the knowledge and skills necessary to support new technology.

When advantageous to the Government, training may be provided by the Government at no cost to the contractor or paid for by the contractor and reimbursed by the Government if the training course falls into one of the following categories:

a. Unique to the FAA: The Government is providing training exclusively for tasks that are required to be performed at FAA facilities. In these instances, the FAA will pay direct hourly charges associated with the number of hours spent in training; or

PART III - SECTION J - LIST OF ATTACHMENTS

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NEGOTIATED DIRECT HOURLY LABOR RATES						
OKC & Other Non-lifted Rates	OPM Base Factor:	13.18%	Uplift:	0.00%		
	OPM Locality Factor:	13.18%				
Information Technology Technical Specialist, Level III						
LABOR CATEGORY		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Information Technology Technical Specialist, Level II						
Information Technology Technical Specialist, Level I						
Information Technology Training Specialist						
Project Manager						
Help Desk and Office Automation						
Help Desk Specialist, III						
Help Desk Specialist, II						
Help Desk Specialist, I						
Office Automation Specialist, Level IV						
Office Automation Specialist, Level III						
Office Automation Specialist, Level II						
Office Automation Specialist, Level I						
Functional Analyst						
Functional Analyst, Level IV						
Functional Analyst, Level III						
Functional Analyst, Level II						
Functional Analyst, Level I						
Information Engineer						
Information Engineer, Level IV						
Information Engineer, Level III						
Information Engineer, Level II						
Information Engineer, Level I						
Computer Operator						
Computer Operator, Level IV						
Computer Operator, Level III						
Computer Operator, Level II						
Computer Operator, Level I						

NEGOTIATED DIRECT HOURLY LABOR RATES						
OKC & Other Non-lifted Rates	OPM Base Factor:		13.18%		Uplift:	0.00%
	OPM Locality Factor:		13.18%			
Technical Support						
Technical Typist						
LABOR CATEGORY		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Technical Writer, Level II						
Technical Writer, Level I						
Video Production Assistant						
Telecommunications						
Telecommunications Specialist, Level VI						
Telecommunications Specialist, Level V						
Telecommunications Specialist, Level IV						
Telecommunications Specialist, Level III						
Telecommunications Specialist, Level II						
Telecommunications Specialist, Level I						