

BPA CALL

BPA MASTER NUMBER W9133L-08-A-0002		BPA CALL NUMBER 0002		DATE OF CALL 27-Sep-2011		DISCOUNT TERMS Net 30 Days	
ISSUED BY NGB-ZC-AQ - W9133L 111 SOUTH GEORGE MASON DR BLDG. 2, 4TH FLOOR ARLINGTON VA 22204-1373		CODE W9133L	PAYMENT WILL BE MADE BY DFAS-INDIANAPOLIS-HQ0105 DFAS INDIANAPOLIS VENDOR PAY DEPT 3800 8899 E. 56TH ST. INDIANAPOLIS IN 46249-3800		CODE HQ0105		
CONTRACTOR SYSTEM PLUS, INC. BRIJ KOOLWAL ONE RESEARCH CT STE 360 ROCKVILLE MD 20850-6266		CODE 0P8J0	SHIP TO SEE SCHEDULE N/A N/A AA N/A		CODE SCHED1		
Line Item Summary	Total Cost	\$273,022.99		Accounting and Appropriation Data			
	Total Funding	\$273,022.99		See Schedule			
(b) (6)		TEL: 703 604-4424					
		EMAIL: (b) (6) CONTRACTING/ORDERING OFFICER					

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		(b) (4)	Dollars, U.S.	(b) (4)	
	PLANNING & REAL PROPERTY SERVICES FFP Master Planning and Real Property Datatbase Support FOB: Destination PURCHASE REQUEST NUMBER: W81L5M12230307				

NET AMT

(b) (4)

ACRN AA
CIN: W81L5M122303070001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002			Dollars, U.S.		(b) (4)
	TRAVEL & ODC COST Contractor travel requirements shall be in accordance with the Joint Travel Regulations as applicable from FAR 31.205-46 for locality per diem rates. This is a COST reimbursement SubCLIN, plus applicable handling fees. ODC requirements requires the approval of the COR. FOB: Destination PURCHASE REQUEST NUMBER: W81L5M12230307				

ESTIMATED COST

(b) (4)

ACRN AA
CIN: W81L5M122303070002

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
0002	Destination	Government	Destination	Government

Section F - Deliveries or Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 30-SEP-2011 TO 29-SEP-2012	N/A	SEE SCHEDULE N/A N/A AA N/A FOB: Destination	SCHED1
0002	POP 30-SEP-2011 TO 29-SEP-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	SCHED1

ACCOUNTING AND APPROPRIATION DATA

AA: 21120650000181095131079BO2540QDPWW81L5M12230307AF2I49095514W8AUAA

AMOUNT: \$273,022.99

CIN W81L5M122303070001: (b) (4)

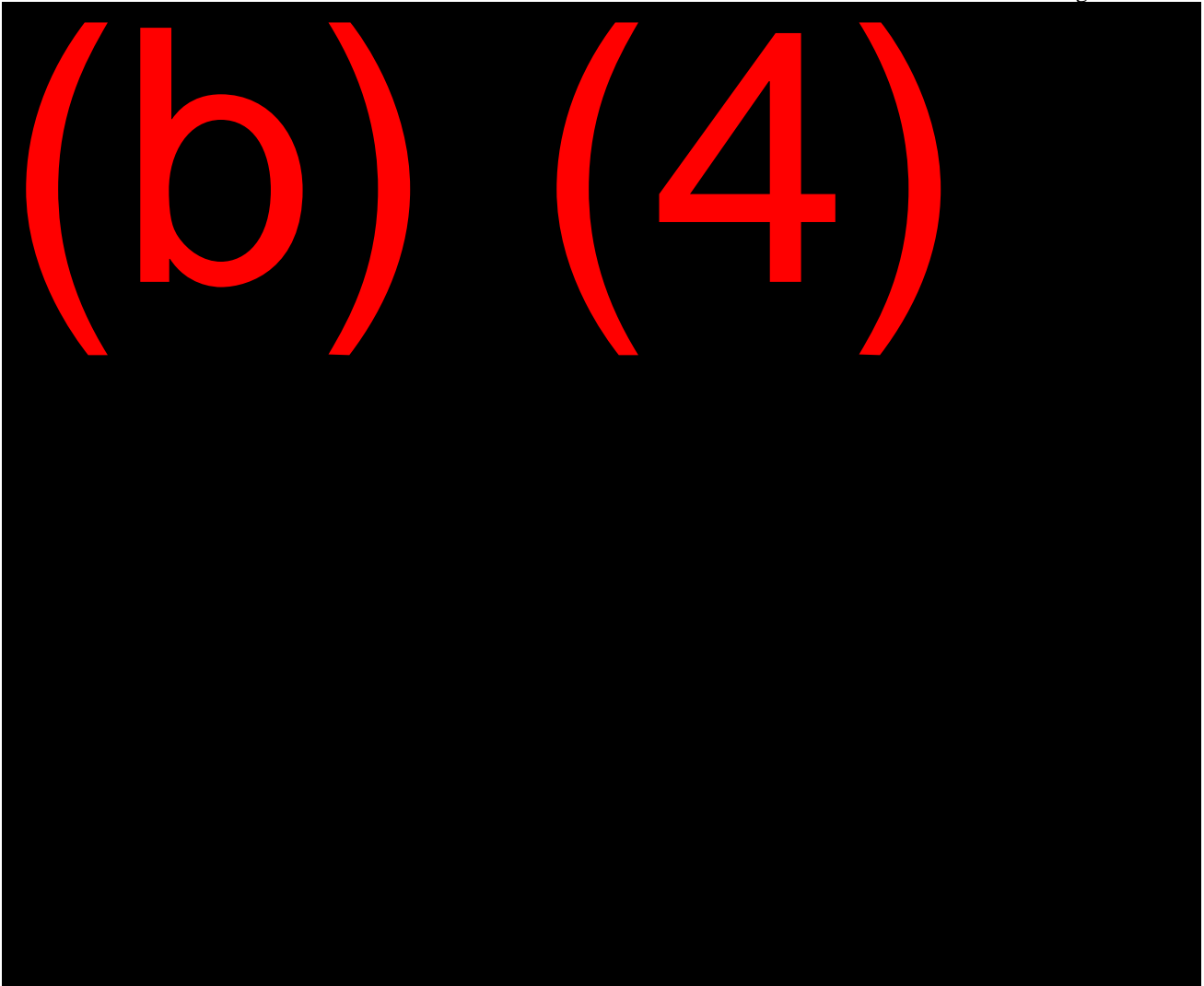
CIN W81L5M122303070002: (b) (4)

**Pages 6 – 28 have been withheld
in their entirety pursuant to
5 U.S.C. § 552 (b)(4)**

(23 Pages)

**(Proposal Containing Proprietary
Information)**

**It is unreasonable to segregate any
portions within this record for release.**



WAWF

CONTRACT ADMINISTRATION DATA

1. GOVERNMENT CONTRACTING PERSONNEL:

a. The Contracting point(s) of contact for this contract will be the following:

Contracting Officer:

(b) (6) [Redacted]
[Redacted]

Office: 703-604-4424

Address:

National Guard Bureau (NGB-ZC-AQ)
111 S. George Mason Dr.
Arlington, VA 22204

b. All contracting actions and/or correspondence should be forwarded through the COR appointed in the contract schedule.

2. CONTRACTING OFFICER'S REPRESENTATIVE (COR):

- a. The Contracting Officer has appointed the following individuals as the primary and alternate COR for this contract:

Primary COR:

CFMO P&P, Attn: (b) (6) Facilities/JFHQ AKARNG
PO Box 99505-5800
JBER, AK 99505-0549

- b. The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or statement of work, and monitoring the progress and quality of the contractor's performance. The COR is NOT an Administrative Contracting Officer (ACO) and does not have authority to take any action, either directly or indirectly, that would change the pricing, quantity, quality, place of performance, delivery schedule, or any other term and condition of the contract, or to direct the accomplishment of effort that goes beyond the scope the statement of work in the contract.
- c. When, in the opinion of the contractor, the COR requests efforts outside the existing scope of the contract, the contractor shall promptly notify the contracting officer in writing. The contractor under such direction shall take no action until the contracting officer has resolved the issue or has otherwise issued a modification to the contract.
- d. In the absence of the Primary COR named above (due to reasons such as leave, illness, and official travel), all responsibilities and functions assigned to the Primary COR shall be the responsibility of the Alternate COR (if appointed) acting on behalf of the Primary COR.

3. ACCOUNTING FOR CONTRACT SERVICES:

The Secretary of the Army has implemented Accounting for Contract Services. This initiative has been put in place to obtain better visibility of the contractor service workforce. The Assistant Secretary of the Army (Manpower and Reserve Affairs) and the Assistant Secretary of the Army (Acquisition, Logistics and Technology) have implemented guidance to comply with this DoD Business Initiative Council (BIC) sponsored initiative. These contract reporting requirements are mandatory. By acceptance of this contract and performance under this contract, the contractor agrees to comply with these reporting requirements.

The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site [Contractor Manpower Reporting (CMR) System] where the contractor will report ALL contractor manpower (including sub-contractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address:

<https://contractormanpower.army.pentagon.mil>

The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative; (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data; (5) Estimated direct labor hours (including sub-contractors); (6) Estimated direct labor dollars paid this reporting period (including sub-contractors); (7) Total payments (including sub-contractors); (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity; (11) Locations where contractor and sub-contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website); (12) Presence of deployment or contingency contract language; and (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country). As part of its submission, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance not to

exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure web site without the need for separate data entries for each required data element at the web site. The specific formats for the XML direct transfer may be downloaded from the web site.

4. GENERAL INVOICE PREPARATION & SUBMITTAL INSTRUCTIONS:

- a. An invoice is a written and/or electronic request for payment under the contract for supplies delivered or for services rendered. In order to be proper, an invoice must include, as applicable, the following:
 - i. Name and address of the contractor
 - ii. Invoice Date
 - iii. Contract Number, or other authorization for supplies delivered or services performed (including order number and contract line item number)
 - iv. Name and address of contractor official to who payment is to be sent (must be the same as that in the contract or on a proper notice of assignment)
 - v. Name (where practical), title, phone number and mailing address of person to notified in the event of a defective invoice.
 - vi. Any other information or documentation required by other requirements of the contract (such as evidence of shipment)
- b. Invoices should match terms and CLIN structure of the contract for ease of payment by Defense Finance and Accounting Service (DFAS).
- c. Invoices shall be processed for approval and payment within 5 working days of the completion of work.
- d. Receipt of payments by a representative of the contractor's designated bank shall constitute a full accord and satisfaction of the Government's obligation under the contract to the extent of the amount of the payment made.
- e. This contract requires invoice submittal in accordance with Wide Area Workflow (WAWF). Submit one electronic original of all invoices to DFAS. **IMPORTANT:** DFAS must receive electronic submittal from the contractor in compliance with DFARS 252.232-7003. The COR(s) will certify all invoices for payment. For payment inquiries after submittal, please contact the DFAS Customer Service Desk or visit the Vendor Pay Inquiry System at the following web address:
<http://www.dfas.mil/money/vendor/>

5. WIDE AREA WORKFLOW INVOICE INSTRUCTIONS:

Contractor shall submit payment request using the following method(s) as mutually agreed to by the Contractor, the Contracting Officer, the contract administration office, and the payment office.

- Wide Area Workflow (WAWF) (see instructions below)
- Web Invoicing System (WInS)(<https://ecweb.dfas.mil>)
- American National Standards Institute (ANSI) X.12 electronic data interchange (EDI) formats (<http://www.X12.org> and <http://www.dfas.mil/ecedi>)
- Other (please specify)_____

DFAS POC and Phone: DFAS Indianapolis, (888) 332-7366 Option 2, option 2

WAWF is the preferred method to electronically process vendor request for payment. This application allows DOD vendors to submit and track Invoices and Receipt/Acceptance documents electronically. Contractors electing to use WAWF shall (i) register to use WAWF at <https://wawf.eb.mil> and (ii) ensure an electronic business point of

contact (POC) is designated in the Central Contractor Registration site at <http://www.ccr.gov> within ten (10) calendar days after award of this contract/order.

Questions concerning payments should be directed to the Defense Finance and Accounting Service (DFAS) Indianapolis (HQ0105) at (888) 332-7366, Option 2, option 2 or faxed to (877) 869-6304. Please have your purchase order/contract number ready when calling about payments.

You can easily access payment and receipt information using the DFAS web site at <http://www.dfas.mil/contractorpay.html>. Your purchase order/contract number or invoice number will be required to inquire about the status of your payment.

The following codes and information will be required to assure successful flow of WAWF documents.

- | TYPE OF DOCUMENT | [Check the appropriate block] |
|---|-------------------------------|
| <input type="checkbox"/> Commercial Item Financing | |
| <input type="checkbox"/> Construction Invoice (Contractor Only) | |
| <input type="checkbox"/> Invoice (Contractor Only) | |
| <input checked="" type="checkbox"/> Invoice and Receiving Report (COMBO) | |
| <input type="checkbox"/> Invoice as 2-in-1 (Services Only) | |
| <input type="checkbox"/> Performance Based Payment (Government Only) | |
| <input type="checkbox"/> Progress Payment (Government Only) | |
| <input type="checkbox"/> Cost Voucher (Government Only) | |
| <input type="checkbox"/> Receiving Report (Government Only) | |
| <input type="checkbox"/> Receiving Report With Unique Identification (UID) Data (Government Only) | |

UID is a new globally unique "part identifier" containing data elements used to track DoD parts through their life cycle.

- [Summary Cost Voucher](#) (Government Only)

CAGE CODE: **0P8J0** DUN NUMBER: **611196890**

ISSUE BY DODAAC: **W9133L**

ADMIN BY DODAAC: **W9133L**

INSPECT BY DODAAC: **W909UJ**

ACCEPT BY DODAAC: **W909UJ**

SHIP TO DODAAC: **W909UJ**

LOCAL PROCESSING OFFICE DODDAC: **N/A**

*PAYMENT OFFICE FISCAL STATION CODE: **HQ0105***

EMAIL POINTS OF CONTACT LISTING: (Use Group e-mail accounts if applicable)

INSPECTOR: (b) (6)

ACCEPTOR: (b) (6)

RECEIVING OFFICE POC: (b) (6)

CONTRACT ADMINISTRATOR: (b) (6)

CONTRACTING OFFICER: (b) (6)