AWARD/CONTRACT

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) ▶ RATING

2. CONTRACT *(Proc. Inst. Indent.)* NO.
GS00Q14OADU121

3. EFFECTIVE DATE
See Block 20C

4. REQUISITION/PURCHASE REQUEST/PROJECT NO.

5. ISSUED BY CODE

General Services Administration
OASIS Program Management Office
819 Taylor Street
Fort Worth, TX 76102

6. ADMINISTERED BY *(If other than Item 5)* CODE

7. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

L-3 National Security Solutions, Inc.
11955 Freedom Drive
Reston, VA 20190

CODE FACILITY CODE

8. DELIVERY
☐ FOB ORIGIN ☐ OTHER *(See below)*

9. DISCOUNT FOR PROMPT PAYMENT

10. SUBMIT INVOICES *(4 copies unless otherwise specified)* TO THE ADDRESS SHOWN IN ▶ ITEM

11. SHIP TO/MARK FOR CODE

12. PAYMENT WILL BE MADE BY CODE

13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION:
☐ 10 U.S.C. 2304(c)( ) ☐ 41 U.S.C. 253(c)( )

14. ACCOUNTING AND APPROPRIATION DATA
2014-A-00-285X-GS10-Q00SA000-AR105

15A. ITEM NO.	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
	See Contract Document OASIS POOL 1	1		416.66	416.66

15G. TOTAL AMOUNT OF CONTRACT ▶ $ 416.66

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CONTRACTING OFFICER WILL COMPLETE ITEM 17 (SEALED-BID OR NEGOTIATED PROCUREMENT) OR 18 (SEALED-BID PROCUREMENT) AS APPLICABLE

17. ☒ CONTRACTOR'S NEGOTIATED AGREEMENT *(Contractor is required to sign this document and return* 1 *copies to issuing office.)* Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. *(Attachments are listed herein.)*

18. ☐ SEALED-BID AWARD (*Contractor is not required to sign this document.)*
Your bid on Solicitation Number _____, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the terms listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your bid, and (b) this award/contract. No further contractual document is necessary. (Block 18 should be checked only when awarding a sealed-bid contract.)

19A. NAME AND TITLE OF SIGNER *(Type or Print)*
John (Dave) Crummett
VP Contracts and Procurement

20A. NAME OF CONTRACTING OFFICER
Tommy G. Thomas

19B. NAME OF CONTRACTOR Crummett, John (Dave)
BY _____ *(Signature of person authorized to sign)*

19C. DATE SIGNED
06/06/2014

20B. UNITED STATES OF AMERICA
BY Tommy G. Thomas *(Signature of Contracting Officer)*

20C. DATE SIGNED
6/19/2014

STANDARD FORM (SF) 26

OASIS
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PART I – THE SCHEDULE

SECTION B – SUPPLIES OR SERVICES AND PRICES/COSTS

B.1. BACKGROUND

One Acquisition Solution for Integrated Services (OASIS) is designed to address agencies' need for a full range of service requirements that integrate multiple professional service disciplines and ancillary services/products with the flexibility for all contract types and pricing at the task order level.

OASIS is a family of 7 separate Government-wide Multiple Award, Indefinite Delivery, Indefinite Quantity (MA-IDIQ) task order contracts that span 28 North American Industry Classification System (NAICS) Codes and 6 NAICS Code Exceptions under the economic subsector 541, Professional, Scientific, and Technical Services. Throughout this document, these contracts will collectively be referred to as a single contract called "OASIS". Additionally, each of the 7 separate contracts will be individually referred to as "Pools" within OASIS. This OASIS task order contract falls under Pool 1 only in accordance with Section H.4.

The services to be provided under OASIS are intended to meet the professional service mission requirements of all Federal agencies, including all organizations within the Department of Defense (DoD) and National Security Community.

The scope of professional services under OASIS is defined in Section C.

B.1.1. Authority

The Administrator of the U.S. General Services Administration (GSA) is specifically authorized to purchase supplies and non-personal services on behalf of other agencies under the Federal Property and Administrative Services Act (40 U.S.C. 501).

The authority for the award and administration of OASIS and the delegation of authority for the award and administration of task orders under OASIS are defined in Section G.

Hereafter, the "OASIS Contracting Officer" will be referred to as the "OASIS CO" and the "Ordering Contracting Officer" at the task order level will be referred to as the "OCO".

B.1.2. Economy Act

In accordance with FAR 17.502-2(b), the Economy Act does <u>not</u> apply to task orders awarded under OASIS under the authority of 40 U.S.C. 501.

B.1.3. Contract Type

OASIS is a family of Multiple Award, Indefinite Delivery, Indefinite Quantity (MA-IDIQ) task order contracts for Government-wide professional service based requirements which is available for use by all Federal agencies and other entities as listed in the current General Services Administration (GSA) Order, ADM 4800.2G, Eligibility to use GSA Sources and Supply, as amended.

OASIS allows for all contract types at the task order level (e.g., Cost-Reimbursement (all types), Fixed-Price (all types), Time-and-Materials, and Labor-Hour). Task orders may also combine more than one contract type (e.g., FFP/Cost, FFP/Labor Hour etc.). Additionally, task orders may include incentives, performance based measures, multi-year or option periods, and commercial or non-commercial items.

B.1.4. Minimum Guarantee and Maximum Ceiling

The minimum guarantee is $2,500 for each OASIS Contractor that does not obtain a task order award for the term of OASIS, including Option I, if exercised.

The minimum dollar limitation for an individual task order must exceed the Simplified Acquisition Threshold as defined in FAR Subpart 2.101, as amended. There is no maximum dollar ceiling for each individual task order placed under OASIS.
An unlimited number of task orders may be placed under OASIS for the term of OASIS, including Option I, if exercised.

There is no maximum dollar ceiling for OASIS, including Option I, if exercised.

B.1.5. Contract Access Fee (CAF)

GSA operating costs associated with the management and administration of OASIS are recovered through a CAF. The CAF is a percentage of the total task order amount invoiced and the CAF percentage is set at the discretion of GSA. GSA maintains the unilateral right to change the percentage at any time. See Section G.3.1. for more details regarding CAF.

B.2. TASK ORDER PRICING

OASIS provides all Federal agencies the flexibility to determine fair and reasonable pricing tailored to the ordering agency's requirement dependent upon level of competition, risk, uncertainties, complexity, urgency, and contract type. The OCO has the authority and responsibility for the determination of cost or price reasonableness for their agency's task order requirements. Adequate price competition at the task order level, in response to an individual requirement, establishes the most accurate, fair, and reasonable pricing for that requirement.

The OCO must identify the applicable contract type for all CLINs in each OASIS task order.

B.2.1. Labor Categories and Standard Occupational Classifications

OASIS provides standardized labor categories that correspond to the Office of Management and Budget's (OMB) Standard Occupational Classification (SOC) for which the Bureau of Labor Statistics (BLS) maintains compensation data.

In accordance with Section J.1., Attachment (1), all of the OASIS labor categories are either an individual labor category that is mapped to a single SOC and functional description or a labor category group that is mapped to multiple SOC Numbers and functional descriptions. The OASIS labor category groups were established based upon BLS published data regarding similar direct labor compensation within a grouping of multiple SOC numbers and functional descriptions.

The Contractor shall become proficient in the use of the BLS SOC system in preparation for submitting cost/price proposals under task order solicitations. OCOs will be trained by GSA in the use of the SOC direct labor pricing estimates for their task order requirements, which incorporates pricing considerations for over 640 metropolitan and non-metropolitan areas in the CONUS and US territories.

For each SOC, the BLS provides a National 50th Percentile estimate, a National 75th Percentile estimate, and a National 90th Percentile estimate. Also identified are the states where each occupation is paid the highest. While not identified on the BLS website, the BLS provides a 50th Percentile estimate, a 75th Percentile estimate, and a 90th Percentile estimate for each SOC in each state, metropolitan, and non-metropolitan area in the United States. This information will be incorporated into a labor estimating tool to be provided to OCOs and Contractors on the official GSA OASIS webpage at http://www.gsa.gov/oasis.

Except for ancillary labor as defined under Section B.3., when responding to a request for proposal under task order solicitations, regardless of contract type, the Contractor shall identify both Prime and Subcontractor labor using the OASIS Labor Categories and corresponding SOC Number that applies. The Contractor may deviate from the Junior, Journeyman, Senior, and Subject Matter Expert (SME) definitions in Section J.1., as long as the Contractor clearly identifies the deviation in their proposals. Additionally, the following qualification substitution chart applies:

Bachelor's Degree	6 years work experience may be substituted for a Bachelor's Degree	Associate's Degree plus 4 years work experience may be substituted for a Bachelor's Degree
Master's Degree	12 years work experience may be substituted for a Master's Degree	Bachelor's Degree plus 8 years work experience may be substituted for a Master's Degree
Doctorate's Degree	20 years work experience may be substituted for a Doctorate's Degree	Bachelor's Degree plus 16 years work experience, or a Master's Degree plus 12 years work experience may be substituted for a Doctorate's Degree

B.2.2. Fixed Price Task Orders

Fixed price is defined under Federal Acquisition Regulation (FAR) Subpart 16.2, Fixed-Price Contracts, and other applicable agency-specific regulatory supplements.

B.2.3. Cost Reimbursement Task Orders

Cost Reimbursement is defined under FAR Subpart 16.3, Cost-Reimbursement Contracts, and other applicable agency-specific regulatory supplements. FAR Part 30, Cost Accounting Standards Administration and FAR Part 31, Contract Cost Principles and Procedures, may apply to cost-reimbursement task orders.

The Contractor shall have and maintain an acceptable accounting system that will permit timely development of all necessary cost data in the form required by the proposed contract type.

The Contractor may be required to submit a cost proposal with supporting information for each cost element, including, but not limited to, direct labor, fringe benefits, overhead, general and administrative (G&A) expenses, facilities capital cost of money, other direct costs, and fee consistent with their cost accounting system, provisional billing rates, forward pricing rate agreements, and/or CAS.

Cost Reimbursement task orders shall only be used for the acquisition of non-commercial items.

B.2.4. Incentive Task Orders

Incentives are defined under FAR Subpart 16.4, Incentive Contracts, and other applicable agency-specific regulatory supplements.

B.2.5. T&M and L-H Task Orders

Time and Materials (T&M) and Labor Hour (L-H) is defined under FAR Subpart 16.6, T&M and L-H Contracts, and other applicable agency-specific regulatory supplements.

The Contractor may provide separate and/or blended loaded hourly labor rates for prime Contractor labor, each Subcontractor, and/or each Division, Subsidiary, or Affiliate in accordance with the provisions set forth in FAR 52.216-29, DFARs 252.216-7002, FAR 52.216-30, or FAR 52.216-31. The OCO must identify which provision is applicable in the task order solicitation and the Contractor must comply with the provision.

T&M and L-H task orders require the OASIS standardized labor categories and their associated rates to be identified in the task order award document.

Ancillary subcontract labor shall be proposed and awarded as Materials in accordance with FAR 52.232-7, Payments under Time-and-Materials and Labor-Hour Contracts.

B.2.5.1. Ceiling Rates for T&M and L-H Task Orders

When preparing solicitations for T&M and/or L-H task order Contract Line Item Numbers (CLINs), the OCO must select one of the following provisions in the task order solicitation.

1. FAR 52.216-29 Time-and-Materials/Labor-Hour Proposal Requirements—Non-Commercial Item Acquisition With Adequate Price Competition
2. FAR 52.216-30 Time-and-Materials/Labor-Hour Proposal Requirements—Non-Commercial Item Acquisition Without Adequate Price Competition
3. FAR 52.216-31 Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition

For organizations within DoD, when selecting FAR 52.216-29, the OCO must also select DFARs 252.216-7002, Alternate A.

When the provision FAR 52.216-30,Time-and-Materials/Labor-Hour Proposal Requirements--Non Commercial Item Acquisitions Without Adequate Price Competition is selected or; FAR 52.216-31, Time-and-Materials/Labor-Hour Proposal Requirements--Commercial Item Acquisition is selected and there is an exception to fair opportunity, OASIS establishes maximum allowable labor rates in the form of fully burdened ceiling rates for all professional, non-ancillary, CONUS, T&M/L-H labor for both Government and Contractor Sites. Based on the specific task order requirements, the OCO is authorized to exceed the OASIS ceiling rates for those labor categories that include Secret/Top Secret/SCI labor and/or OCONUS locations, if necessary.

The ceiling rates do not apply when the provision FAR 52.216-29 Time-and-Materials/Labor-Hour Proposal Requirements—Non-Commercial Item Acquisition With Adequate Price Competition is selected or; FAR 52.216-29 with DFARs 252.216-7002, Alternate A, is selected or; FAR 52.216-31, Time-and-Materials/Labor-Hour Proposal Requirements-Commercial Item Acquisition is selected and there is not an exception to fair opportunity.

The fully burdened T&M ceiling rates awarded at initial contract award shall serve as the basis for all future year pricing for those ceiling rates. In order to determine future year ceiling rate pricing, the originally awarded rates will have an escalation factor applied. This escalation factor will be the average annual Bureau of Labor Statistics (BLS) Economic Cost Index (ECI) for the previous three years. In Year 5 of OASIS, if the average annual ECI for the previous three years is higher than at time of OASIS award, the ceiling rates for Years 6 through 15 will be adjusted by the difference of percentage increase. For example, if the BLS ECI index was 2.23% at time of proposal submission and the BLS ECI index is 3.16% in Year 5 of OASIS, the ceiling rates for years 6 through 15 will be adjusted by 0.93% per year on a cumulative basis. If BLS ECI index in Year 5 of OASIS is equal to or below the BLS ECI index at time of award, the ceiling rates will remain unchanged. In Year 10 of OASIS, if the previous three year average annual BLS ECI index for the previous three years is higher than Year 5 of OASIS, the ceiling rates for Years 11 through 15 will be adjusted by the difference of percentage increase in accordance with the example above. If the average index in Year 10 is equal to or below the average index in Year 5, the ceiling rates will remain unchanged.

The OASIS ceiling rates that are in effect at the time a task order is awarded shall remain with the task order award during the entire term of the task order, including task orders with option periods.

See Section F.3., Period of Performance, for OASIS and task orders awarded under OASIS.

B.3. ANCILLARY SUPPORT

Other ancillary support, integral and necessary as part of a total integrated solution within the scope of OASIS for which there is not a labor category specified in OASIS or includes other direct costs such as travel, materials, equipment, Subcontractors, etc., to obtain a total professional service solution, are allowable costs and may be included within an individual task order under OASIS. The Contractor should propose and identify each ancillary support service or other direct costs separately and the OCO should identify each ancillary support service or other direct costs by a separate CLIN on the task order award.

The Contractor shall report in the OASIS Management Module all ancillary labor in accordance with Section G.3.2.

B.3.1. Specialized Professional Services Labor

Specialized professional services labor is defined as bona fide executive, administrative, or professional skills for which the expertise required or duties performed are within the scope of OASIS but, are so specialized that they are not explicitly defined in any labor category description in Section J.1., Attachment (1). The Contractor may propose specialized professional services labor when proposing ancillary support; however, the OCO will determine whether circumstances merit the use of specialized professional skills. Whenever possible, this specialized professional labor shall be mapped to the BLS SOC.

If the use of specialized professional services labor becomes frequent, additional labor categories and their associated ceiling rates may be added by bi-lateral modification to OASIS.

B.3.2. Labor Subject to the Davis Bacon Act (DBA)

To the extent that any ancillary labor for construction, alteration and repair are within the scope of OASIS and subject to the DBA in accordance with FAR Subpart 22.4 and other applicable agency specific regulatory supplements, the OCO must identify such work in the task order solicitation and make a determination as to whether DBA wage determinations are to be applied or not.

OASIS does not include clauses applicable to any construction, alteration, or repair work that is part of a total solution within the scope of OASIS. The OCO must incorporate the appropriate clauses and provisions in each task order solicitation and subsequent award when the DBA applies.

B.3.3. Labor Subject to the Service Contract Act (SCA)

The OASIS labor categories, identified in Section J.1., are considered bona fide executive, administrative, and professional labor that is exempt from the SCA.

To the extent that any ancillary labor for services are within the scope of OASIS and subject to the SCA in accordance with FAR Subpart 22.10 and other applicable agency specific regulatory supplements, the OCO must identify such work in the task order solicitation and make a determination as to whether SCA wage determinations are to be applied or not.

OASIS does not include clauses applicable to any SCA work that is part of a total solution within the scope of OASIS. The OCO must incorporate the appropriate clauses and provisions in each task order solicitation and subsequent award when the SCA applies.

B.3.4. Labor outside the Continental United States (OCONUS)

"OCONUS" is defined as other than the 48 contiguous states plus the District of Columbia. It is anticipated that there may be task orders for work OCONUS.

The U.S. Department of State's Bureau of Administration, Office of Allowances, publishes quarterly report indexes of living costs abroad, per-diem rate maximums, quarter's allowances, hardship differentials, and danger pay allowances.

The Department of State Standardized Regulations (DSSR) is the controlling regulations for allowances and benefits available to all U.S. Government civilians assigned to foreign areas. For task orders issued under OASIS, Contractor civilians assigned to foreign areas may receive the allowances and benefits in the DSSR but, shall not receive allowance and benefits in excess of those identified in the DSSR.

For OCONUS task orders where costs are not specifically addressed in the DSSR, the Government will reimburse the Contractor for all reasonable, allowable, and allocable costs in accordance with FAR 31, Contract Cost Principles and Procedures, and other applicable agency specific regulatory supplements.

B.3.5. Travel

Travel costs may be firm fixed price or reimbursed at actual cost in accordance with the limitations set forth in FAR 31.205-46 and other applicable agency-specific regulatory supplements. Unless otherwise directed by task order terms and conditions, the Contractor may apply indirect costs to travel consistent with the Contractor's usual accounting practices.

B.3.6. Materials and Equipment

Material means property that may be consumed or expended during performance, component parts of a higher assembly, or items that lose their individual identity through incorporation into an end item.

Equipment means a tangible item that is functionally complete for its intended purpose, durable, nonexpendable, and needed for performance.

Materials and Equipment shall be priced in accordance with the terms of the task order award, contract type, and applicable FAR and agency-specific regulatory supplements. Unless otherwise directed by task order terms and conditions, the Contractor may apply indirect costs to materials and equipment consistent with the Contractor's usual accounting practices.

B.3.7. Subcontracting

For non-commercial items, subcontracting shall follow the procedures set forth in FAR Part 44, Subcontracting Policies and Procedures, and other applicable agency-specific regulatory supplements.

For commercial items, subcontracting shall follow the procedures set forth in FAR Part 12, Acquisition of Commercial Items, and other applicable agency-specific regulatory supplements.

(END OF SECTION B)

SECTION C - DESCRIPTION / SPECIFICATIONS / STATEMENT OF WORK

C.1. OBJECTIVE

The objective of OASIS is to provide Government agencies with total integrated solutions for a multitude of professional service based requirements on a global basis.

These professional service requirements may call for solutions that cross over multiple disciplines, include ancillary support, and require commercial and/or non-commercial items, using a variety of contract types including fixed-price (all types), cost reimbursement (all types), time and materials/labor hour, or a hybrid mix of contract types.

OASIS is available for use by all Federal agencies and other entities as listed in General Services Administration (GSA) Order ADM 4800.2G, Eligibility to use GSA Sources And Supply; as amended.

C.2. SCOPE

The scope of OASIS spans many areas of expertise and includes any and all components required to formulate a total solution to a professional services based requirement, except for those services specifically prohibited in Section C.5. These areas of expertise include, but are not limited to the following categories.

1. Communication
2. Compliance
3. Defense
4. Disaster
5. Energy
6. Environment
7. Financial
8. Health
9. Intelligence
10. Security
11. Transportation

C.2.1. Mission Spaces

Additionally, OASIS is designed to support any and all mission spaces of the U.S. Federal Government. These mission spaces include, but are not limited to the following categories and Federal agencies.

C.2.1.1. Protection and Defense

Protecting American interests at home and abroad through security and diplomacy.

1. Department of Defense
2. Department of Homeland Security
3. Department of Justice
4. Department of State
5. Central Intelligence Agency
6. Federal Bureau of Investigation

C.2.1.2. Quality of Life

Improving the quality of life for Americans and others throughout the world.

1. Department of Education
2. Department of Health and Human Services
3. Department of Veterans Affairs
4. US Agency for International Development
5. Department of Housing and Urban Development
6. National Aeronautics and Space Administration
7. Peace Corps

C.2.1.3. Commerce

Maintaining and improving commerce and economic growth, stability and prosperity in America.

1. Department of Commerce
2. Department of Treasury
3. Small Business Administration
4. Department of Labor
5. Department of Transportation
6. Social Security Administration
7. General Services Administration
8. Federal Reserve
9. Securities and Exchange Commission

C.2.1.4. Natural Resources

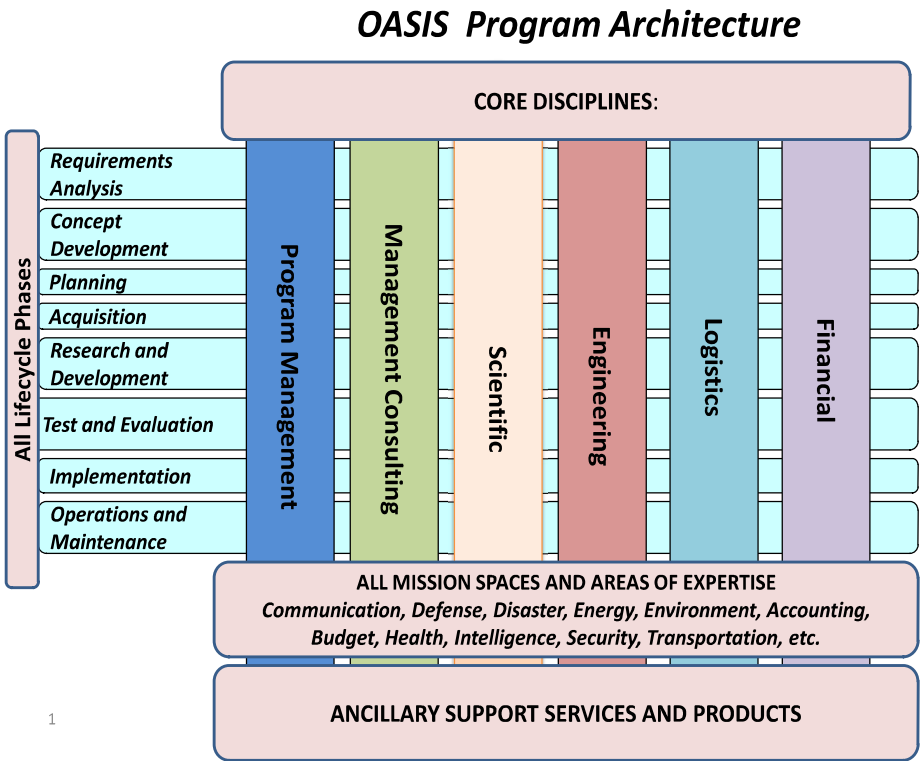
Protecting America's great outdoors and natural resources.

1. Department of Agriculture
2. Department of Interior
3. Department of Energy
4. Environmental Protection Agency
5. Nuclear Regulatory Commission

C.2.1.5. Other

1. All other U.S. Federal Government Agencies, Independent U.S. Federal Government Agencies, U.S. Federal Government Corporations not listed above

Regardless of the particular area of expertise or mission space of the agency originating the requirement, OASIS may be used to support and/or improve an organization's Program Management, Management Consulting, Engineering, Scientific, Logistics, and Financial disciplines that span all life cycle phases for a total integrated solution as depicted in the OASIS Program Architecture illustration below.



C.2.2. Core Disciplines

For task orders placed under OASIS, professional services may be defined as those categories of services provided under one or more of the following Core Disciplines:

C.2.2.1. Program Management Services

Definition: Program Management Services includes all services related to leading, facilitating, and ensuring the strategic planning, implementation, coordination, integration, and evaluation of programmatic activities and administrative systems.

Examples: Service areas that are included under the Program Management Services discipline include but, are not limited to the following:

1. Acquisition Support
2. Business Intelligence Support
3. Cost/Schedule/Performance Analysis
4. Cost Estimation And Analysis
5. Cost/Performance Trade-Off Analysis and Studies
6. Earned Value Management (EVM) Analysis
7. E-Business Support
8. Information Analytics
9. Investigative Services
10. Program Management
11. Integrated Program Management
12. Program Documentation
13. Project Management
14. Regulatory Compliance

15. Risk Assessment and Mitigation
16. Integration of Support Systems
17. Planning, Programming, Budgeting, and Execution Processes
18. Capabilities Integration and Development
19. Manpower Estimating
20. Stakeholder Requirements Analysis
21. Decision Analysis
22. Technical Planning
23. Technical Assessment
24. Requirements Management
25. Risk Management
26. Configuration Management
27. Technical Data Management
28. Interface Management
29. Intelligence Analysis
30. Threat Analysis
31. Knowledge Based Acquisition
32. Vulnerability Assessment
33. Counterintelligence Support
34. Horizontal Protection

C.2.2.2. Management Consulting Services

Definition: Management Consulting Services includes all services related to the practice of helping organizations to improve their performance, primarily through the analysis of existing organizational problems and development of plans for improvement.

Examples: Service areas that are included under the Management Consulting Services discipline include but, are not limited to the following:

1. Business Process Reengineering
2. Business Case Development Support
3. Change Management
4. Concept Development And Requirements Analysis
5. Cost/Schedule/Performance Improvement
6. Information Analytics
7. Knowledge Management
8. Relations and Coordination with Law and Policy Making Entities
9. Social Media Consulting
10. Tactical and Readiness Planning
11. Technical Advisory Services
12. Training and Facilitation
13. Strategic Planning
14. Strategic Forecasting
15. Long-Range Planning, Futures, and Forecasting
16. Strategy Development

C.2.2.3. Scientific Services

Definition: Scientific Services includes all services that are primarily involved in the application of comprehensive scientific and professional knowledge in planning, conducting, evaluating, and managing fundamental research, knowledge enhancement, and/or technology development and innovation.

Service areas that are included under the Scientific Services discipline include but, are not limited to the following:

1. Environmental Sciences
2. Engineering Sciences
3. Life Sciences
4. Physical Sciences
5. Psychological Sciences
6. Mathematical Sciences
7. Social Sciences
8. Decision Support Sciences

C.2.2.4. Engineering Services

Definition: Engineering Services includes any service or creative work, the adequate performance of which requires education, training and experience in the application of special knowledge in consulting, investigating, evaluating, planning and designing, engineering principles. Engineering Services covered by the Brooks Architect-Engineers Act (40 U.S.C. 1102) are not covered in the primary scope of OASIS.

Examples: Service areas that are included under the Engineering Services discipline include but, are not limited to the following:

1. Systems Engineering
2. Advanced Technology Pilots and Trials
3. Alternative Energy Sources and Engineering
4. Configuration Management
5. Concept Development
6. Design Documentation and Technical Data
7. Energy Services to include Management Planning and Strategies, Audit Services and Metering
8. Engineering (Aeronautical, Astronautical, Chemical, Electrical, Mechanical, Metallurgy/Materials, etc.)
9. Engineering Process Improvement
10. Environmental Management
11. Environmental Consulting and Remediation
12. Human Factors/Usability Engineering
13. Independent Verification And Validation
14. Integration
15. Interoperability
16. Life Cycle Management
17. Modeling and Simulation
18. Natural Resources Management
19. Operation and Maintenance or Direct Support of an <u>existing</u> Weapon System or Major System
20. Prototyping and Fabrication Support
21. Quality Assurance
22. Red Teaming and Wargaming
23. Requirements Analysis
24. System Design
25. System Integration

26. System Safety Engineering
27. Test and Evaluation
28. Technical Documentation
29. Mission Assurance
30. Data Analytics
31. Architecture Design
32. System Verification and Validation
33. Human Systems Integration
34. Baseline (Configuration) Management
35. Data Management
36. Risk Management
37. Technical Planning
38. Systems Engineering Training
39. System Security and Information Assurance
40. System Effectiveness and Analysis
41. Launch Processing and Verification
42. Software Development (for non-IT requirements)
43. Software Independent Verification and Validation (for non-IT requirements)
44. Radar Engineering
45. Optical Engineering
46. Communications Engineering

C.2.2.5. Logistics Services

Definition: Logistics Services includes the management of the flow of resources, not only goods, between the point of origin and the point of destination in order to meet the requirements of organizations. Logistics services involves the integration of information, transportation, inventory, warehousing, material handling, packaging, security, and any other function necessary to the flow of resources.

Examples: Service areas that are included under the Logistic Services discipline include but, are not limited to the following:

1. Analysis And Recommendation of Support Equipment
2. Deployment Logistics
3. Disaster Management/Contingency Operations
4. Distribution and Transportation Logistics Services
5. Infrastructure Services Including Transportation and Delivery
6. Integrated Logistics Support (ILS) Technical Requirement Creation
7. ILS Risk Assessments
8. ILS Schedules Creation and Performance Tracking
9. Inventory Management
10. Logistical Studies and Evaluations
11. Logistics Design
12. Logistics Management and Support Services
13. Logistics Operations Support
14. Logistics Operations and Maintenance
15. Logistics Optimization
16. Logistics Training Services
17. Repair and Alteration
18. Security
19. Supply Chain Management and Provisioning
20. Value Chain Management
21. Technology and Industrial Base Analysis

22. Test Range Support
23. Life Cycle Sustainment
24. Supportability Analysis and Implementation
25. Integrated Logistics Support

C.2.2.6. Financial Management Services

Definition: Financial Management Services includes the planning, directing, monitoring, organizing, and controlling of the monetary resources of an organization.

Examples: Service areas that are included under the Financial Management Services discipline include but, are not limited to the following:

1. Budget Analysis and Tracking
2. Business Information Services
3. Cost Estimating and Analysis Support
4. Cost Performance Risk Assessments
5. Disbursement and Reconciliation Support
6. Financial and Financial Risk Analysis
7. Financial Management, Accounting, and Auditing Services
8. Impact Statement Development
9. Program Management for Financial Services
10. Program Objective Memorandum (POM) Creation And Documentation
11. Oversight and Fraud Detection
12. Safeguarding Personal Data
13. Loan Management
14. Grant Management
15. Economic Analysis
16. Return on Investment Analysis
17. Life Cycle Cost Determination
18. Total Ownership Cost Determination
19. Affordability Analysis
20. Analysis of Cost Alternatives
21. Should-Cost Determinations

C.3. INFORMATION TECHNOLOGY AND NON-INFORMATION TECHNOLOGY

Information Technology (IT), by legal definition, means any equipment, or interconnected system(s) or subsystem(s) of equipment that is used for the automatic acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information by the agency. For purposes of this definition, equipment is used by an agency if the equipment is used by the agency directly or is used by a Contractor under a contract with the agency that require its use; or to a significant extent, its use in the performance of a service or the furnishing of a product.

IT is considered an ancillary support service or product on OASIS task orders and may be performed only when the service or product is integral and necessary to complete a total integrated solution under a professional service based requirement within the scope of OASIS.

"Non-IT" includes any service or equipment that is acquired by a Contractor incidental to a contract or contains imbedded IT that is used as an integral part of the service or product, but the principal function of which is not the acquisition, storage, analysis, evaluation, manipulation, management, movement, control, display, switching, interchange, transmission, or reception of data or information. (For example, HVAC (heating, ventilation, and air conditioning) equipment, such as thermostats or temperature control devices, and medical equipment where IT is integral to its operation, is non-IT).

Non-IT also includes any equipment or services related to a National Security System. The term "National Security System" means a telecommunications or information system operated by the Federal Government, the function, operation, or use of which involves intelligence activities, cryptologic activities related to national security, command and control of military forces, equipment that is an integral part of a weapon or weapons system; or, is critical to the direct fulfillment of military or intelligence missions, not including a system to be used for routine administrative and business applications (including payroll, finance, logistics, and personnel management applications).

Non-IT may include imbedded IT components including software, IT hardware, and other items and services traditionally considered IT on IT requirements.

Non-IT professional services are not considered ancillary support services. Non-IT professional services are considered to be within the primary scope of OASIS.

C.4. ANCILLARY SUPPORT SERVICES

Ancillary support services is defined as services not within the scope of OASIS that are integral and necessary to complete a total integrated solution under a professional service based requirement within the scope of OASIS.

Ancillary support services may include, but are not limited to other professional and/or non-professional services; commercial and/or non-commercial items; IT services and/or components, administrative support; data entry; and, subject matter expertise.

The OCO may allow and the Contractor may propose a labor category or labor categories at the task order level not identified in Section J.1., provided that the Contractor complies with all applicable contract clauses and labor laws, including the Service Contract Act or the Davis Bacon Act, if applicable.

C.4.1. Ancillary Support Services for Information Technology

When providing ancillary support for IT services and/or components, the Contractor shall promote IT initiatives and best practices that support Federal Government operational requirements for standardized technology and application service components. This shall facilitate integration requirements for broad Federal IT and E-Gov initiatives, as well as promote the sharing, consolidation, and re-use of business processes and systems across the Federal Government. The Contractor shall promote the use of open source solutions and open technology development where practicable to enable this re-use.

C. 5. SERVICES NOT IN SCOPE

The OCO must not issue a task order and a Contractor shall not accept or perform work for the following services when the predominate task order scope of work is:

1. An ancillary support service as defined in Section C.4.
2. A requirement that primarily uses employees not employed in a bona fide executive, administrative, or professional capacity as defined in 29 CFR Part 541 and/or employees primarily employed as labor or mechanics as defined in FAR Subpart 22.401
3. Inherently Governmental Functions as defined in FAR Subpart 2.101
4. Personal Services as defined in FAR Subpart 2.101
5. Architect & Engineering (A&E) Services as defined in FAR Subpart 2.101 and subject to the Brooks Architect-Engineers Act (40 U.S.C. 1102)

(END OF SECTION C)

SECTION D - PACKAGING AND MARKING

D.1. PACKAGING AND MARKING

Packaging and marking of all deliverables must conform to normal commercial packing standards to assure safe delivery at destination. Clauses and other requirements regarding packaging and marking shall be designated by the OCO at the task order level.

(END OF SECTION D)

SECTION E - INSPECTION AND ACCEPTANCE

E.1. INSPECTION AND ACCEPTANCE

Inspection and acceptance for OASIS is:

FAR	TITLE	DATE
52.246-4	Inspection of Services – Fixed Price	AUG 1996

Clauses and other requirements regarding inspection and acceptance shall be designated by the OCO at the task order level.

(END OF SECTION E)

SECTION F - DELIVERIES OR PERFORMANCE

F.1. DELIVERIES OR PERFORMANCE CLAUSES

Clauses regarding deliveries or performance for OASIS:

FAR	TITLE	DATE
52.242-15	Stop Work Order	AUG 1989
52.247-34	F.O.B. Destination	NOV 1991

Clauses and other requirements regarding deliveries or performance shall be designated by the OCO at the task order level.

F.2. PLACE OF PERFORMANCE

The services to be provided under OASIS shall be accomplished at the locations identified in the task order and may include locations in the Continental United States (CONUS) and Outside the CONUS (OCONUS).

F.3. PERIOD OF PERFORMANCE

The period of performance of OASIS is from the date of the Notice-To-Proceed through 5 years thereafter, with 1 (5-year) option that may extend the cumulative term of the contract to 10 years in accordance with FAR 52.217-9, Option to Extend the Term of the Contact, if exercised.

The period of performance for each task order awarded under OASIS shall be specified in the task order by the ordering agency. Task orders must be solicited and awarded prior to the OASIS term expiring and may extend up to 5 years after the OASIS term expires.

Task order option periods may be exercised after the OASIS term expires as long as the final task order option period does not extend the cumulative term of the task order beyond 5 years after the OASIS term expires.

After the OASIS term expires, OASIS will remain an active contract until the final task order is closed-out and shall govern the terms and conditions with respect to active task orders to the same extent as if it were completed during the OASIS term.

Accordingly, the cumulative term of OASIS may span up to 10 years and the cumulative term of all task orders placed under OASIS may span up to 15 years.

F.4. PERFORMANCE STANDARDS

OASIS is a performance based contract with measurable standards in terms of quality and timeliness of deliverables and compliances in accordance with Section F.4.1. and F.4.2.

In the event the OASIS Management Module (OMM) is not operational, deliverable and reporting requirements designated for input into the OMM shall be provided as directed by the OASIS CO within the stated timeframes. The OASIS CO or an authorized representative shall have the right to examine and audit all supporting records and materials, regardless of whether such items are in written form, in the form of computer data, or in any other form, for the purpose of enforcing all deliverables and compliances herein.

Acceptable Accounting Systems are mandatory for all Contractors on OASIS. Cost Accounting Standards (CAS) are mandatory unless, covered by exemption under 48 CR 9903.201-1 and 48 CFR 9903.201-2. All other systems and certifications are optional; however, Contractors are encouraged to acquire these systems and certifications.

All Systems, Compliances, and Certifications must be maintained at the Contractors current level at time of award or higher throughout the period of performance of OASIS. For example, if a Contractor received an evaluation credit for having an Approved Purchasing System and CMMI Level 3 certification at time of award, then the Contractor must maintain an Approved Purchasing System and CMMI Level 3 certification level or higher for the life of OASIS.

Failure to meet the following deliverables, reports, or compliance standards may result in activation of Dormant Status and/or result in a Contractor being Off-Ramped (See Sections H.16. and H.17.).

F.4.1. Deliverable and Reporting Requirements

The following table contains deliverables and reports required for OASIS. Task order deliverables and reporting will be specified in the task order. The Government does not waive its right to request other deliverables or reports not specifically listed in the table below. Deliverables or reports are required until the final task order is closed-out for each Contractor. If a deliverable is due on a calendar day that falls on a weekend day or a Government holiday, the deliverable or report is due the following business day.

SECTION	REFERENCE	DESCRIPTION	FREQUENCY	LOCATION
G.2.6.	Contractor Key Personnel	Updated COPM or COCM Point of Contact Information	Within 5 calendars days of the substitution	OASIS CO via OASIS@gsa.gov
G.3.1. and G.3.2.4.	Contract Access Fee (CAF) Remittance	CAF for all task orders awarded during the previous quarter on a cumulative basis	Quarterly (April 30th, July 30th, October 30th, and January 30th)	Electronic Funds Transfer (EFT) via the OASIS Management Module (OMM) website
G.3.2.2. through G.3.2.5.	OASIS Management Module	Task Order Award, Modification, Invoice, CAF data, and Close-out data on a cumulative basis	Monthly (30th calendar day of each month, last day in February)	Electronically via the OMM website
G.3.3.	Individual Subcontracting Reports (ISR)	If applicable, ISRs from Individual Subcontracting Plans on OASIS	Within 30 calendar days after the close of each reporting period ending March 31st, September 30th, and within 30 days of contract completion.	Electronically via the Electronic Subcontract Reporting System (eSRS) website
G.3.3.	Summary Subcontracting Reports (SSR)	GSA agency-wide SSRs	Within 30 calendar days after the close of each reporting period ending September 30th	Electronically via the Electronic Subcontract Reporting System (eSRS) website
G.3.5.	Insurance	ACORD 25, Certificate of Insurance	Within 30 calendar days after the OASIS Notice-to-Proceed and any updates thereafter	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
G.3.6.	Mergers, Acquisitions, Novations, and Change-of-Name Agreements	If applicable, SF 30 Modification or other applicable documents	Copy of SF 30 and other applicable documents within 45 calendar days of finalization	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
G.3.7.	Federal Awardee Performance and Integrity Information System (FAPIIS)	FAPIIS reporting	Semi-Annually starting 6 months from the anniversary date of the OASIS Notice-to-Proceed.	Electronically via FAPIIS website and notify the OASIS CO via OASIS@gsa.gov

G.3.8.	VETS 100-A	VETS 100-A reporting	Annually, no later than September 30 of each year	Electronically via the Department of Labor (DOL) VETS 100-A reporting website and notify the OASIS CO via OASIS@gsa.gov
G.3.9.	Reporting Executive Compensation and First-Tier Subcontract Awards	Federal Funding Accountability and Transparency Act (FFATA) Sub-Award Report	The end of the month following the month in which the prime Contractor awards any sub-contract greater than $25,000 into the FFATA Sub-Award Reporting System (FSRS)	Electronically via FSRS website and notify the OASIS CO via OASIS@gsa.gov.
G.3.10.	Post Award Small Business Program Re-Representation	If applicable, Small Business Size Recertification	Within 30 days after execution of a novation agreement; within 30 days after a merger or acquisition that does not require a novation; and, within 60 to 120 days prior to the end of the fifth year and exercising the option thereafter.	OASIS CO via OASIS@gsa.gov
H.6.1.	Acceptable Accounting System	Correspondence and audit reports from DCAA/DCMA that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
H.6.2.	Acceptable Estimating System	If applicable, correspondence and audit reports from DCAA/DCMA or other cognizant auditing entity that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
H.6.3.	Cost Accounting Standards (CAS)	If applicable, correspondence and audit reports from DCAA/DCMA that updates the current CAS Disclosure Statements, Administration of CAS, or Cost Accounting Practice Changes	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
H.6.4.	Forward Pricing Rate Agreements (FPRA), Forward Pricing Rate Recommendations (FPRR) and/or Approved Billing Rates	If applicable, correspondence and audit reports from DCAA/DCMA or other cognizant auditing entity that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
H.6.5.	Approved Purchasing System	If applicable, correspondence and audit reports from DCMA or other cognizant auditing entity that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders
H.6.6.	EVMS ANSI-standard	If applicable, correspondence and audit reports from DCMA or other cognizant auditing entity that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.6.7.	ISO 9001:2008 Certification	If applicable, correspondence or audit from an ISO 9001 Certification Body that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov

H.6.8.	ISO 17025 Certification	If applicable, correspondence or audit from an ISO 17025 Certification Body that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.6.9.	ISO 14001:2004 Certification	If applicable, correspondence or audit from an ISO 14001:2004 Certification Body that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.6.10.	AS9100 Certification	If applicable, correspondence or audit from an AS9100 Certification Body that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.6.11.	CMMI Maturity Level	If applicable, correspondence or audit from a CMMI Instituted Certified Lead Appraiser that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.6.12.	Meaningful Relationship Commitment Letters (MRCL)	If applicable, any change of entity or commitment identified in any MRCL submitted	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov
H.7.1.	Facility Security Clearance	If applicable, correspondence signed by a Facility Security Officer, screen prints from the Industrial Security Facilities Database and DD Form 441, DD Form 441-1, or SF 328 that updates the current status	Within 45 calendar days after the update	OASIS CO via OASIS@gsa.gov and OCOs for affected task orders

F.4.2. Compliances

The following table contains compliances required for OASIS. Task Order compliances will be specified in the task order. The Government does not waive its right to request other compliances in order to align the OASIS contract with new statuary or regulatory requirements. The Government will provide the Contractor with at least 90 days' notice of these requirements.

SECTION	REFERENCE	COMPLIANCE
G.2.6.	Contractor Key Personnel	The Contractor shall maintain responsive and competent Contractor Key Personnel
G.3.1. and G.3.2.4.	Contract Access Fee (CAF) Remittance	The Contractor shall submit timely and accurate CAF Payments
G.3.2. through G.3.2.5.	OASIS Management Module (OMM) Data	The Contractor shall submit timely and accurate data in the OMM
G.3.3.	Subcontracting Goals and Reporting	The Contractor shall submit timely and accurate ISR subcontract reports, if applicable, and SSR subcontract reports and make good faith efforts in meeting small business goals in accordance with the Contractor's subcontracting plan
G.3.5.	Insurance	The Contractor shall submit timely and accurate Certificates of Insurance and maintain adequate insurance coverage at the OASIS and task order level
G.3.6.	Mergers, Acquisitions, Novations and Change-of-Name Agreements	The Contractor shall submit timely notice of Merger and Acquisitions or contractual copies of Novation or Change-of-Name Agreements, if applicable
G.3.7.	Responsibility and Federal Awardee Performance and Integrity Information System (FAPIIS)	The Contractor shall submit timely and accurate FAPIIS information and maintain sufficient financial resources and meet the responsibility standards and qualifications set forth in FAR Part 9

G.3.8.	VETS 100-A Reporting	The Contractor shall report timely and accurate VETS 100-A reports in the Department of Labor VETS-100 website and send confirmation to the OASIS CO
G.3.9.	Reporting Executive Compensation and First-Tier Subcontract Awards	The Contractor shall report timely and accurate sub-award and executive compensation data regarding first-tier sub-awards in FSRS to meet the FFATA reporting requirements and send confirmation to the OASIS CO
G.3.10.	Post-Award Small Business Program Re-Representation	If applicable, The Contractor shall report timely and accurately their small business program re-representation and update SAM.gov.
G.4.	Task Order Close-Out	The Contractor agrees to cooperate with the OCO to close out task orders as soon as practical after expiration, cancellation, or termination.
H.6.1.	Acceptable Accounting System	The Contractor shall maintain the acceptable/approved status of their Accounting System and submit updates to the current status
H.6.2.	Acceptable Estimating System	The Contractor shall maintain the acceptable status of their Estimating System and submit updates to the current status, if applicable
H.6.3.	Cost Accounting Standards (CAS)	The Contractor shall maintain CAS compliance and submit updates to the current status, if applicable
H.6.4.	Forward Pricing Rate Agreements (FPRA), Forward Pricing Rate Recommendations (FPRR) and/or Approved Billing Rates	The Contractor shall maintain their FPRA, FPRR, and/or Approved Billing Rates and submit updates, if applicable
H.6.5.	Approved Purchasing System	The Contractor shall maintain an Approved Purchasing System and submit updates, if applicable
H.6.6.	EVMS ANSI-standard	The Contractor shall maintain or exceed their EVMS ANSI-standard and submit updates, if applicable
H.6.7.	ISO 9001-2008 Certification	The Contractor shall maintain or exceed their ISO 9001:2008 Certification and submit updates, if applicable
H.6.8.	ISO 17025 Certification	The Contractor shall maintain or exceed their ISO 17025 Certification and submit updates, if applicable
H.6.9.	ISO 14001:2004 Certification	The Contractor shall maintain or exceed their ISO 14001:2004 Certification and submit updates, if applicable
H.6.10.	AS9100 Certification	The Contractor shall maintain or exceed their AS9100 Certification and submit updates, if applicable
H.6.11.	CMMI Maturity Level	The Contractor shall maintain or exceed their CMMI Maturity Level and submit updates, if applicable
H.6.12.	Meaningful Relationship Commitment Letters (MRCL)	The Contractor shall honor the commitments contained in all MRCLs, if applicable
H.7.1	Facility Security Clearance (FSC)	The Contractor shall maintain or exceed their FSC and submit updates, if applicable
H.11.1.	Meetings	The Contractor's Key Personnel shall attend and actively participate in all meetings, including all PMR Meetings
H.11.3.	Contractor OASIS Webpage	The Contractor shall maintain an OASIS Webpage that meets the minimum webpage requirements
H.11.5.	Minimum Task Order Awards or Estimated Value	Starting from the date of the OASIS Notice-to-Proceed, the Contractor shall attain a minimum of 5 task order awards or a total task order estimated value of $100M (total estimated value of all task orders inclusive of all options) prior to the exercise of Option I under OASIS.
H.13.	Ethics and Conduct	The Contractor shall adhere to the standards under Section H.13.

(END OF SECTION F)

SECTION G - CONTRACT ADMINISTRATION DATA

G.1. BACKGROUND

This section provides roles, responsibilities, and contract administration requirements for OASIS and each task order placed under OASIS. Clauses and other requirements regarding contract administration may be designated by the OCO at the task order level.

G.2. ROLES AND RESPONSIBILITIES OF KEY PERSONNEL

This section describes the roles and responsibilities of Government and Contractor personnel. The current point of contact information of GSA's Key Personnel for OASIS will be maintained on the official GSA OASIS webpage at http://www.gsa.gov/oasis.

G.2.1. Program Manager (PM)

The OASIS PM is a GSA Government official who performs various programmatic functions for the overall success of the OASIS program.

G.2.2. Contracting Officer (CO)

The OASIS CO is the sole and exclusive GSA Government official with actual authority to administer and/or modify the terms of OASIS, monitor the Contractor's performance in the areas of contract compliance and contract administration, and assist the Contractor and OCO on matters related to the OASIS terms and conditions.

The OASIS CO may delegate routine administrative functions to an authorized OASIS representative.

G.2.3. Ombudsman

Subject to GSAR 552.216-74, GSA designates an Ombudsman to OASIS. For the purposes of OASIS, there are two primary duties for the Ombudsman: (1) To review complaints from Contractors and ensure that they are afforded a fair opportunity for consideration in the award of task orders consistent with the procedures of OASIS, and (2) To review an OASIS CO decision to place a Contractor in Dormant Status. (See Section H.16.).

G.2.4. Industrial Operations Analyst (IOA)

The IOA is a GSA Government official who audits Contractor records and conducts Contractor Assistance Visits (CAVs) to the Contractor's place of business to assist the Contractor with task order reporting, Contract Access Fee (CAF) management, and other general contract administration functions deemed necessary by the Government.

G.2.5. Ordering Contracting Officer (OCO)

For purposes of OASIS, authorized users are identified as OCOs. Only an authorized user, who is a delegated OCO, may solicit, award, and administer a task order under OASIS. In order to qualify as an authorized user, a duly warranted Contracting Officer of the Federal Government, as defined in FAR Subpart 2.101, in good standing, must have a received a Delegation of Procurement Authority (DPA) from the OASIS CO or OASIS representative that is delegated by the OASIS CO to issue DPAs.

The OCO for each task order is the sole and exclusive Government official with actual authority to solicit, award, administer, and/or modify a task order under OASIS.

The OCO is encouraged to contact the OASIS CO or OASIS PM for any OASIS related assistance including but, not limited to, the following:

1. Training on the OASIS program and ordering procedures
2. Task order scope compliance with OASIS
3. Task order solicitation development
4. Assistance on disputes, claims, or protests under OASIS
5. Contractor performance under OASIS

The OCO duties include, but are not limited to:

1. Requesting and receiving a Delegation of Procurement Authority (DPA) prior to soliciting and awarding a task order under OASIS
2. Complying with the terms and conditions of OASIS (See Section H.3.)
3. Complying with the ordering procedures outlined in FAR Subpart 16.505, and other agency specific regulatory supplements
4. Issuing task orders solicitations under the proper NAICS Code and corresponding OASIS MA-IDIQ Contract Number (See Section H.4.)
5. Allowing a reasonable time for fair opportunity proposal submission
6. Resolving any performance issues, disputes, claims or protests at the task order level
7. Responding to all Freedom of Information Act (FOIA) requests at the task order level
8. Entering task order performance evaluation in the Contractor Performance Assessment Reporting System (CPARS) or alternative past performance assessment reporting system mandated by customer agencies that do not require the use of CPARS
9. Closing out task orders in a timely manner

G.2.5.1. Contracting Officer's Representative (COR)

The OCO for each task order may designate a Contracting Officer Representative (COR) or Contracting Officer Technical Representative (COTR) to perform specific administrative or technical functions.

The specific rights and responsibilities of the COR or COTR for each task order shall be described in writing, which upon request, shall be provided to the Contractor. A COR/COTR has no actual, apparent, or implied authority to bind the Government.

G.2.6. Contractor Key Personnel

The Contractor shall assign a Corporate OASIS Program Manager (COPM) and Corporate OASIS Contract Manager (COCM) as Contractor Key Personnel to represent the Contractor as primary points-of-contact to resolve issues, perform administrative duties, and other functions that may arise relating to OASIS and task orders solicited and awarded under OASIS. Additional Key Personnel requirements may be designated by the OCO at the task order level.

There is no minimum qualification requirements established for Contractor Key Personnel. Additionally, Contractor Key Personnel do not have to be full-time positions; however, the Contractor Key Personnel are expected to be fully proficient in the performance of their duties.

The Contractor shall ensure that the OASIS CO has current point-of-contact information for both the COPM and COCM. In the event of a change to Contractor Key Personnel, the Contractor shall notify the OASIS CO and provide all Point of Contact information for the new Key Personnel within 5 calendar days of the change.

All costs associated with Contractor Key Personnel duties shall be handled in accordance with the Contractor's standard accounting practices; however, no costs for Contractor Key Personnel may be billed to the OASIS Program Office.

Failure of Contractor Key Personnel to effectively and efficiently perform their duties will be construed as conduct detrimental to contract performance and may result in activation of Dormant Status and/or Off-Ramping (See Sections H.16. and H.17.).

G.2.6.1. Corporate OASIS Program Manager (COPM)

The Contractor's corporate management structure shall guarantee senior, high-level, program management of the OASIS Program, including a COPM to represent the company in all OASIS program-related matters.

The COPM duties include, but are not limited to:

1. Advising and assisting current and potential OASIS customers regarding the technical scope of OASIS and the overall attributes of the OASIS Program
2. Promoting customer use of the OASIS contract
3. Being ultimately responsible for ensuring that all reporting information required under OASIS is provided accurately, thoroughly and timely
4. Being ultimately responsible for all performance issues related to OASIS and task orders awarded under OASIS
5. Attending all OASIS Program Management Review (PMR) Meetings and other OASIS meetings as scheduled

G.2.6.2. Corporate OASIS Contract Manager (COCM)

The Contractor's corporate management structure shall guarantee senior, high-level, program management of the OASIS Program, including a COCM to represent the company in all OASIS contract-related matters.

The COCM duties include, but are not limited to:

1. Verifying that the OCO soliciting or awarding a task order solicitation under OASIS has an OASIS Delegation of Procurement Authority (DPA). Verification can be provided by the OASIS CO, OASIS PM, or duly authorized representative
2. Ensuring the company's task order awards under OASIS are contractually in compliance with OASIS (See Section H.3.)
3. Ensuring all data within the OASIS Management Module is current, accurate, and complete (See Section G.3.2.)
4. Ensuring contract administrative functions and meeting all the performance reporting and compliance standards listed under Section F.4., are maintained
5. Being ultimately responsible for ensuring that all contractual agreements, including modifications, are negotiated and put in place expeditiously
6. Being ultimately responsible for ensuring that all task order invoicing is accurate and timely
7. Attending all OASIS Program Management Review Meetings (PMR) and other OASIS meetings as scheduled

G.3. CONTRACTOR ADMINISTRATION REQUIREMENTS

The following sections describe the administration requirements for OASIS and task orders awarded under OASIS. The COCM shall be the primary point-of-contact for these requirements.

Failure to meet administration requirements may result in activation of Dormant Status and/or Off-Ramping (See Sections H.16. and H.17.).

G.3.1. Contract Access Fee (CAF)

Total CAF Remittance for each task order is calculated as follows: Total Paid Invoice (minus the CAF CLIN) multiplied by the CAF Percentage.

In response to all task order solicitations, regardless of contract type, the Contractor shall always propose a CAF rate of .75% of the total fixed-price or total estimated costs, including options. The total CAF amount shall be proposed as a separate and distinct Contract Line Item Number (CLIN) for the base year(s) and each option period (if applicable).

The OCO must establish a separate and distinct CAF CLIN in all task order awards as a Cost Reimbursable CAF CLIN for the base year(s) and each option period (if applicable).

The actual dollar amount to be billed to the customer upon task order award will depend upon the total OASIS business volume with the customer or whether the customer organization has a CAF Memorandum of Understanding (CAF MOU) agreement in place with the OASIS Program Office.

If a customer organization has a CAF rate that is less than .75% for a specific task order award, the OASIS Program Office will notify the Contractor of the proper CAF rate to bill the customer. No later than January 15th of each calendar year, the OASIS Program Office will notify the Contractor if there are any changes to the CAF rate.

G.3.2. OASIS Management Module

The specific system for all task order award, modification, invoice, and CAF payment data will be electronically through the OASIS Management Module (OMM) located within the GSA Assisted Acquisition Services (AAS) Business Systems Portal.

G.3.2.1. Task Order Award Data

The Contractor shall report all task order award data within 30 calendar days of award.

Regardless of contract type, all task order award data shall include:

1. OASIS MA-IDIQ Contract Number
2. Task Order Award Number (**NOT** the Solicitation Number)
3. Task Order Description (i.e., Type of Professional Services Project)
4. Government-Site, Contractor-Site, or Both
5. Predominant Contract Type (e.g., T&M, CPFF, FFP, etc.)
6. Task Order NAICS Code
7. Task Order PSC Code
8. Customer OCO Name, Phone Number, and E-mail Address
9. Customer Agency Name and Full Address
10. Customer Agency Code and Bureau Code

11. Initial Period of Performance
12. Award Date
13. Contract Line Item Numbers (CLINs) of the task order. (If the task order does not establish CLINs, the Contractor shall input CLIN Number 9999 as a single CLIN for all billing)
14. Contract Type for each CLIN
15. An electronic copy of the complete task order solicitation issued by the OCO
16. An electronic copy of the complete task order awarded by an OCO

G.3.2.1.1. T&M/Labor Hour Award Data

In addition to the data required under Section G.3.2.1., all T&M/Labor Hour award data shall also include:

1. Initial Obligated/Funded amount
2. Total task order ceiling, including the base and all option periods by CLIN Number
3. Awarded labor categories and SOC numbers
4. The Loaded Hourly Labor Rate and Hours by each corresponding OASIS labor category, for the base and all option periods
5. The Loaded Hourly Labor Rate and Hours by each Specialized Professional Services Labor, Davis Bacon Act Labor, Service Contract Act Labor, or OCONUS Labor, including a title and description of the labor category, if applicable, for the base and all option periods

G.3.2.1.2. Fixed Price Award Data

In addition to the data required under Section G.3.2.1., all Fixed Price award data shall also include:

1. Initial Obligated/Funded amount
2. Total Firm Fixed Price, including the base and all option periods by CLIN Number
3. Initial Maximum Incentive or Award Fee, if applicable

G.3.2.1.3. Cost Reimbursement Award Data

In addition to the data required under Section G.3.2.1., all Cost Reimbursable award data shall also include:

1. Initial Obligated/Funded amount
2. Total Estimated Cost, including the base and all option periods by CLIN Number
3. Fixed Fee, if applicable
4. Initial Incentive or Award Fee, if applicable

G.3.2.2. Task Order Modification Data

The Contractor shall report all task order modification data within 30 calendar days of receiving a signed copy of the modification, excluding modifications issued through the GSA AAS Business System Portal. Modification data issued through the AAS Business System Portal will automatically populate into the OMM.

Modification data shall include:

1. OASIS MA-IDIQ Contract Number
2. Task Order Award Number (**NOT** the Solicitation Number)
3. Modification Number
4. Modification Description (e.g., Incremental Funding, Exercise Option, Change Order, etc.)

5. OCO Point of Contact (Name, Phone Number, E-mail Address)
6. Modification Period of Performance (Do **NOT** change the initial start date of the task order)
7. Modification Date
8. Modification Obligated/Funded amount allocated to the applicable Contract Line Item Numbers (CLINs)
9. An electronic copy of the complete modification awarded by an OCO

G.3.2.3. Invoice Data

The Contractor shall report invoice data from each paid invoice within 30 calendar days after the end of the reporting quarter, including the invoice data on task orders issued through the GSA AAS Business System Portal. If no Invoice Data was received during a required reporting period for a specific task order, the Contractor shall report in the "Zero Invoice Data" screen located in the OMM system for that particular task order.

Regardless of contract type, the Contractor shall report the following:

1. OASIS MA-IDIQ Contract Number
2. Task Order Award Number (**NOT** the Solicitation Number)
3. Contractor Invoice Number
4. Date Invoice Paid
5. Amount of invoice that was subcontracted.
6. Amount of invoice that was subcontracted to a small business.
7. For each contract type, the Contractor shall report as follows:
   (a) Fixed Price task orders: Total Amount Paid (Lump Sum) by Contract Line Item Number (CLIN)
   (b) T&M or L-H type task orders: Total Amount Paid (Lump Sum) by CLIN
   (c) Cost-Reimbursement task orders: Labor Categories, SOC Number, and Direct Labor Rate for each Task Order Labor Category

G.3.2.4. CAF Payment Data

The Contractor shall remit the CAF in U.S. dollars to GSA within 30 calendar days after the end of each calendar quarter for all invoice payments received during that calendar quarter as follows:

Calendar Quarters	CAF Due Date
1st Quarter January 1st – March 31st	April 30th
2nd Quarter April 1st – June 30th	July 30th
3rd Quarter July 1st – September 30th	October 30th
4th Quarter October 1st – December 31st	January 30th

Where CAF for multiple invoice payments (on one or more task orders) is due, the Contractor may consolidate the CAF owed into one payment, including the consolidation of CAF across all awarded Pools.

Failure to remit the full amount of the CAF within 30 calendar days after the end of the applicable reporting period constitutes a contract debt to the United States Government under the terms of FAR Subpart 32.6, Contact Debts. In addition, the Government may exercise all rights under the Debt Collection Improvement Act of 1996, including withholding or off setting payments and interest on the debt.

The Contractor's failure to accurately and timely remit the CAF is sufficient cause for the Government to Off-Ramp the Contractor (See Section H.17.)

CAF Payment Data shall include:

1. Trace Number
2. Total Remitted Amount
3. Remit Date
4. Amount applied to each Task Order Number (for the reported payment)

Contractors are encouraged to submit CAF payments via Pay.gov.

G.3.2.5. Closeout Data

The Contractor shall submit task order close-out data quarterly following the expiration of a task order. This shall be accomplished for each and every task order. This data shall include:

1. Final Task Order Dollar Value
2. Cumulative Invoiced Amount
3. Total CAF Amount Paid
4. CAF Balance Owed
5. Final Invoice Paid (Y/N)
6. Release of Claims Date
7. Pending Actions Preventing Close-out

G.3.3. Subcontracting Plan

The Contractor shall comply with the Contractor's Subcontracting Plan, incorporated into the OASIS contract by reference, to ensure that small business, small disadvantage business (SDB), women-owned business (WOSB), HUBZone small business (HUBZone), veteran-owned small business (VOSB), and service-disabled veteran-owned small business (SDVOSB), are provided the maximum practicable opportunity to participate as Subcontractors.

As stated in 15 U.S.C. 637(d)(8), any Contractor or Subcontractor failing to comply in good faith with the requirements of the subcontracting plan is in material breach of its contract. Further, 15 U.S.C. 637(d)(4)(F) directs that a Contractor's failure to make a good faith effort to comply with the requirements of the subcontracting plan shall result in the imposition of liquidated damages.

The OASIS Program Office requires use of the electronic Subcontracting Reporting System (eSRS) modules as the secure, confidential, information management tool to evaluate subcontracting goal performance for OASIS.

The Subcontracting Plan covers the OASIS program as whole, however, the Contractor shall submit Individual Subcontract Reports (ISR) for Individual Subcontracting Plans, if applicable, and Summary Subcontract Reports (SSR) per <u>each</u> individual Pool the Contractor has a contract award using the web-based eSRS at http://www.esrs.gov.

Affiliates of the Prime Contractor or Subcontractor are not included in these reports. Subcontract award data reported by Prime Contractors and Subcontractors shall be limited to awards made to their immediate next-tier Subcontractors.

Contractors are required to adhere to their Subcontracting Plan, incorporated into the basic contract by reference. When a Contractor does not meet any one or more of their Subcontracting Goals for a given reporting period, the Contractor shall explain, in writing, the rationale for not meeting the goals in the comments section of the ISR/SSR.

G.3.4. Contractor Performance Assessment Reporting System (CPARS)

Past performance information is relevant information, for future source selection purposes, regarding a Contractor's actions under a previously awarded contracts. It includes, for example, the Contractor's record of conforming to contract requirements and to standards of good workmanship; record of forecasting and controlling costs; adherence to contract schedules, including the administrative aspects of performance; history of reasonable and cooperative behavior and commitment to customer satisfaction; reporting into required databases; record of integrity and business ethics; and, business-like concern for the interest of the customer.

The OASIS Program Office requires use of the Contractor Performance Assessment Reporting System (CPARS) modules as the secure, confidential, information management tool to facilitate the performance evaluation process for both OASIS and task orders awarded under OASIS. However, if a customer agency requires an alternative past performance assessment reporting system for a specific task order(s) other than CPARS, the alternative reporting system takes precedence over CPARS.

The COCM will serve as a primary contact and who will be authorized access to the evaluation for review and comment for OASIS and task orders awarded under OASIS. The COCM shall respond promptly to past performance evaluations as documented by the OCO at the task order level and the OASIS CO for OASIS.

In addition, the COCM will be required to identify an alternate contact that will be responsible for notifying the OASIS CO in the event the primary contact is unavailable to process evaluations within the required 30-day time frame.

G.3.4.1. OASIS CPARS

The OASIS CO will evaluate interim Contractor performance on an annual basis and final Contractor performance upon contract completion using the process and criteria in CPARS.

Evaluations of Contractor performance will be provided to the Contractor as soon as practicable after completion of the evaluation. Contractors will be given a minimum of 30 days opportunity to submit comments, rebutting statements, or additional information.

Copies of the evaluations, Contractor responses, and review comments, if any, will be retained as part of the contract file, and may be used by Federal agencies to support future award decisions.

G.3.4.2. Task Order CPARS

The OASIS CO does <u>not</u> administer or evaluate task order performance. It is the sole responsibility of Federal customer agencies to evaluate each task order exceeding the simplified acquisition threshold under OASIS using the process and criteria in CPARS or alternative past performance assessment reporting system. OCOs and customer agencies must use CPARS for task orders awarded under OASIS unless otherwise mandated by the customer agency to utilize past performance systems other than CPARS.

At a minimum, the OCO will be responsible for evaluating final Contractor performance upon task order completion. Interim performance evaluations may be conducted as prescribed by the customer agency's procedures on any task order with a period of performance exceeding one year.

Evaluations of Contractor performance will be provided to the Contractor as soon as practicable after completion of the evaluation. Contractors will be given a minimum of 30 days to submit comments, rebutting statements, or additional information.

Copies of the evaluations, Contractor responses, and review comments, if any, will be retained as part of the task order file, and may be used by Federal agencies to support future award decisions.

G.3.5. Insurance

The insurance coverage specified in FAR Subpart 28.3, Insurance, is the minimum insurance requirement for OASIS. Insurance coverage applies to the OASIS program as a whole (e.g. this requirement is cumulative across Pool(s) the Contractor has been awarded OASIS contracts under).

The OCO may require additional insurance coverage or higher limits specific to a task order awarded under OASIS. If the task order does not specify any insurance coverage amounts, the minimum insurance requirements in FAR Subpart 28.3 shall apply to the task order. OCOs must tailor insurance coverage clauses, provisions, and other applicable terms and conditions specific to each task order's contract type, solicitation, and award.

The Contractor must maintain the minimum insurance coverage for the entire term of OASIS. The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their insurance coverage and provide the reasons for the change and copies of ACORD Form, Certificate of Liability Insurance, as applicable.

The OASIS website will maintain a record of each OASIS Contractor's status of insurance coverage for the OCO. Only those Contractors that meet the insurance coverage requirements on task order solicitations shall be eligible to compete.

G.3.6. Mergers, Acquisitions, Novations, and Change-Of-Name Agreements

If a Contractor merges, is acquired, or recognizes a successor in interest to Government contracts when Contractor assets are transferred; or, recognizes a change in a Contractor's name; or, executes novation agreements and change-of-name agreements by a CO other than the OASIS CO, the Contractor must notify the OASIS CO and provide a copy of the novation or other any other agreement that changes the status of the Contractor. This notification, if applicable, applies once to the OASIS CO and not for each Pool the Contractor has an award under.

G.3.7. Responsibility and FAPIIS

The Contractor shall maintain sufficient resources and meet the responsibility standards and Contractor qualifications set forth in FAR Part 9, Contractor Qualifications, to continue performance under the OASIS program.

Subject to FAR 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters, the Contractor shall update the information in the Federal Awardee Performance and Integrity Information System (FAPIIS) on a semi-annual basis, throughout the term of OASIS. This update applies for each Pool the Contractor has an award under.

G.3.8. VETS-100A Reports

Subject to FAR 22.1303, Applicability, and FAR 52.222-37, Employment Reports on Veterans, the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA) Contractors and Subcontractors to report annually to the Department of Labor the number of employees in their workforces, by job category and hiring location, who are qualified covered veterans. VEVRAA also requires Contractors and Subcontractors to report the number of new hires during the reporting period who are qualified covered veterans.

Contractors shall submit a VETS-100A report annually to the DOL VETS-100A website and provide confirmation to the OASIS CO, even if the Contractor has no covered veterans or new employees to report during the reporting period. This report applies once for the OASIS Program as a whole to the DOL VETS-100A website and the OASIS CO, not for each Pool the Contractor has an award under.

G.3.9. FSRS Reports

Subject to FAR 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards, Contractors are required to file a Federal Funding Accountability and Transparency Act (FFATA) Sub-Award Report by the end of the month following the month in which the prime Contractor awards any sub-contract greater than $25,000 into the FFATA Sub-Award Reporting System (FSRS). This reporting applies for each Pool the Contractor has an award under.

G.3.10. Post Award Small Business Program Re-Representation

Subject to FAR 52.219-28, Post-Award Small Business Program Re-Representation, if a Contractor represented that it was a small business concern prior to award; the Contractor shall re-represent its size status upon the occurrence of any of the following:

1. Within 30 days after execution of a novation agreement
2. Within 30 days after a merger or acquisition that does not require a novation, and
3. Within 60 to 120 days prior to the end of the fifth year and prior to exercising Option I

The Contractor shall re-represent its size status in accordance with the size standard in effect at the time of this re-representation that corresponds to the North American Industry Classification System (NAICS) code assigned to the Pool(s) that corresponds to the Contractor's respective OASIS Multiple Award Contract Number(s).

The Contractor shall make the re-representation by validating and updating all its representations in the Representations and Certifications section of the System for Award Management (SAM) and its other data in SAM, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall also notify the OASIS Contracting Officer in writing, within the timeframes specified above, as follows:

The Contractor represents that it ☐ **is,** ☐ **is not** a small business concern under POOL 1.

G.4. OASIS AND TASK ORDER CLOSE-OUTS

OASIS contracts will be closed out upon the close-out of all task orders awarded under OASIS and all CAF fees submitted.

The OCO is responsible for closing out their task orders under OASIS. Task order close-out will be accomplished within the procedures set forth in FAR Part 4, Administrative Matters, and FAR Part 42, Contract Administration and Audit Services, and other agency specific regulatory supplements.

The OCO is encouraged to utilize FAR Subpart 42.708, Quick-Closeout Procedures, to the maximum extent practicable. The OCO has the authority to negotiate settlement of indirect costs in advance of the determination of final indirect cost rates if the task order is physically complete and the amount of unsettled indirect cost to be allocated to the task order is relatively insignificant. A determination of final indirect costs under quick-closeout procedures shall be final for the task order it covers and no adjustment shall be made to other task orders for over-or under-recoveries of costs allocated or allocable to the task order covered by the agreement. Once agreement for quick-closeout is reached on an individual task order, a bilateral modification will be issued to close out the task order.

The Contractor agrees to cooperate with the OCO to close out task orders as soon as practical after expiration, cancellation, or termination. The Contractor must report all task order close outs in the OASIS Management Module (OMM) (See Section G.3.2.5.).

G.5. OPTION DETERMINATION

After the initial contract term of 5 years, OASIS has included an option to extend the term of the contract in order to demonstrate the value it places on quality performance by providing a mechanism for continuing a contractual relationship with a successful Contractor that performs at a level which meets or exceeds GSA's quality performance expectations.

In recognition of exceptional contract and task order performance of a particular Contractor during their initial 5 year term of performance, the Government will consider exercising a Contractor's Option I, for an additional 5 year term of performance.

The option determination for each Contractor will be based on FAR Subpart 17.207 for exercising the option term; the overall quality of the Contractor's past performance under OASIS and task orders awarded against OASIS; meeting the deliverable and compliance standards; and maintaining a strategic partnership between the OASIS Contractors, GSA personnel, and Federal customers to identify and achieve reciprocal goals.

(END OF SECTION G)

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1. BACKGROUND

This section provides special contract requirements for OASIS and each task order placed under OASIS for the most effective and efficient streamlined ordering processes for customer agencies and to facilitate the overall quality and success of professional service based solutions.

Clauses and other requirements regarding special contract requirements may be designated by the OCO at the task order level.

H.2. OBSERVANCE OF FEDERAL HOLIDAYS

The Contractor shall observe Federal holidays and other days identified in this section unless otherwise indicated in individual task orders. The Government observes the following days as holidays:

1. New Year's Day
2. Birthday of Martin Luther King Jr. Day
3. Washington's Birthday
4. Memorial Day
5. Independence Day
6. Labor Day
7. Columbus Day
8. Veterans Day
9. Thanksgiving Day, and
10. Christmas Day

In addition to the days designated as holidays, the Government may also observe the following days:

1. Any day designated by Federal Statute; Executive Order; or President's Proclamation

Notwithstanding holidays and Government closures, the Contractor shall perform in accordance with the terms established in OASIS and associated task orders.

H.3. ORDERING PROCEDURES

All task orders under OASIS must be:

1. Solicited and awarded by an OCO with a Delegation of Procurement Authority (See Section G.2.5.)
2. Be within the scope of Section C and all other terms and conditions of the OASIS contract
3. Identify the OASIS Labor Categories and Service Occupational Codes (See Sections B.2.1. and J.1.)
4. Solicited and awarded under the proper NAICS Code and corresponding OASIS MA-IDIQ Contract Number (See Section H.4.)
5. Identify the proper Product Service Code (See Section H.5.) and,
6. Comply with the ordering procedures in FAR Subpart 16.505, Ordering, and other applicable agency specific regulatory supplements.

The OCO must tailor all optional clauses, provisions, and other applicable terms and conditions specific to the task order solicitation and award (See Section I).

All costs associated with the preparation, presentation, and discussion of the Contractor's proposal in response to a task order solicitation will be at the Contractor's sole and exclusive expense and each task order will be funded by the ordering agency at the task order level.

H.3.1. Reserved

H.4. NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS)

The Office of Management and Budget's (OMB's) North American Industry Classification System (NAICS) is a coding system for classifying where services are performed by type of economic activity in order to analyze economic data and promote uniformity in describing the economy.

The Small Business Administration (SBA) assigns a business size standard to each NAICS code, which is usually stated in number of employees or average annual receipts, to represent the largest size that a business (including its subsidiaries and affiliates) may be to remain classified as a small business by the SBA in order to qualify for small business socio-economic programs.

NAICS Codes and small business size standards are periodically updated and revised by SBA. If SBA revises NAICS Code(s) and small business size standard(s) that are within the scope of OASIS during the term of OASIS, the OASIS CO may need to update the OASIS MA-IDIQ task order contracts to reflect the updated NAICS Code(s) and small business size standards(s).

H.4.1. Pool 1 NAICS Codes

All NAICS Codes associated to Pool 1 are grouped under the small business size standard of $14 Million and identified in Section H.4.2. Only Pool 1 Contractors are eligible to receive solicitations and task order awards under this contract.

H.4.2. Predominant Task Order NAICS Determination

The OCO has the responsibility to determine which predominant NAICS code applies to a task order solicitation, whether or not the task order is unrestricted or set-aside, including the type of socio-economic set-aside <u>if applicable</u>, and whether or not the solicitation is sole-source or competitive.

If the solicitation could be classified in two or more NAICS codes with the same or different size standard, the OCO shall only apply the Pool 1 NAICS code and corresponding size standard for the industry accounting for the greatest percentage of anticipated task order price/cost.

The OCO must identify a Pool 1 NAICS Code and $14 Million Business Size Standard in the task order solicitation and report the Pool 1 NAICS Code in the Federal Procurement Data System (FPDS).

The OCO must provide fair opportunity to all Contractors under Pool 1 for solicitation purposes, unless an exception to fair opportunity under Pool 1 has been properly executed. Ordering Procedures at FAR 16.505 apply.

Only Pool 1 NAICS Codes are eligible to be selected as the predominate NAICS Code under this contract and only Pool 1 Contractors are eligible to receive solicitations and task order awards under this contract.

POOL 1 ($14M Business Size Standard)	
NAICS CODE	**NAICS TITLE**
541330	Engineering Services
541360	Geophysical Surveying and Mapping Services
541370	Surveying And Mapping (Except Geophysical) Services
541380	Testing Laboratories
541611	Administrative Management and General Management Consulting Services
541612	Human Resources Consulting Services (2007), Human Resources and Executive Search Consulting Services (2002)
541613	Marketing Consulting Services
541614	Process, Physical Distribution, and Logistics Consulting Services
541618	Other Management Consulting Services
541620	Environmental Consulting Services
541690	Other Scientific and Technical Consulting Services
541810	Advertising Agencies
541820	Public Relations Agencies
541830	Media Buying Agencies
541840	Media Representatives
541850	Outdoor Advertising
541860	Direct Mail Advertising
541870	Advertising Material Distribution Services
541890	Other Services Related to Advertising
541910	Marketing Research and Public Opinion Polling
541990	All Other Professional, Scientific, and Technical Services

H.5. PRODUCT SERVICE CODES (PSC)

The PSC represents what products, services, and/or research and development (R&D) was purchased by the federal government for each task order award reported in the Federal Procurement Data System (FPDS).

The scope of OASIS spans across many PSCs, however, the primary PSC selected must be based on the predominant service that is being purchased.

The OASIS Management Module (OMM) reporting system facilitates compliance with proper PSC reporting for all federal agencies, including DoD's taxonomy for the acquisition of services that maps PSCs into 6 separate Portfolio Groups, such as, Knowledge Based Services; Facility Related Services; Transportation Services; Medical Services, Electronics & Communication Services; and Equipment Related Services.

The OCO must identify the PSC in the task order solicitation and report the PSC in the Federal Procurement Data System (FPDS).

The Contractor shall enter the PSC in OASIS Management Module for each task order award.

H.6. SYSTEMS, CERTIFICATIONS, AND CLEARANCES

Acceptable Accounting Systems are mandatory for all Contractors on OASIS. Cost Accounting Standards (CAS) are mandatory unless, covered by exemption under 48 CR 9903.201-1 and 48 CFR 9903.201-2. All other Systems, Certifications, and Clearances are optional; however, Contractors are encouraged to acquire the following Systems, Certifications, and Clearances for the benefit of customer agencies.

All Systems, Certifications, and Clearances must be maintained at the Contractors current level at time of award or higher throughout the period of performance of OASIS. For example, if a Contractor received an evaluation credit for having an Approved Purchasing System and CMMI Level 3 certification at time of award, then the Contractor must maintain an Approved Purchasing System and CMMI Level 3 certification level or higher for the life of OASIS.

Failure to meet the following deliverables, reports, or compliance standards may result in activation of Dormant Status and/or result in a Contractor being Off-Ramped (See Sections H.16. and H.17.).

For each Contractor, the OASIS Program Office will maintain a current list of all applicable Systems, Certifications, and Clearances for the OCO upon request.

H.6.1. Acceptable Accounting System

An acceptable accounting system is a system that is approved by the OASIS CO, in consultation with the Defense Contract Audit Agency (DCAA) and provides for the proper segregation, identification, accumulation, and allocation of direct and indirect costs for government procurements

Acceptable Accounting Systems are mandatory. The Contractor must maintain an acceptable accounting system for the entire term of OASIS. The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their accounting system and provide the reasons for the change and copies of audit reports, as applicable.

Only those Contractors that maintain an acceptable accounting system, as approved by the OASIS CO, shall be eligible for task order solicitations.

H.6.2. Acceptable Estimating System

An estimating system is a system that includes policies, procedures, and practices for budgeting and planning controls, and generating estimates of costs and other data included in proposals submitted to customers in the expectation of receiving contract awards.

An acceptable estimating system means an estimating system that is:

1. Maintained, reliable, and consistently applied
2. Produces, verifiable, supportable, documented, and timely cost estimates that are an acceptable basis for negotiation of fair and reasonable prices
3. Is consistent with and integrated with the Contractor's related management systems
4. Is subject to applicable financial control systems

An Acceptable Estimating System is not mandatory; however, Contractors are encouraged to have an acceptable estimating system approved by the Defense Contract Management Agency (DCMA) or other cognizant auditor for the entire term of OASIS. The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their estimating system and provide the reasons for the change and copies of audit reports, as applicable.

H.6.3. Cost Accounting Standards (CAS)

Cost Accounting Standards (CAS) are a set of 19 standards and rules promulgated by the Government for use in determining costs on procurements and for Contractors to disclose in writing and follow consistently their cost accounting practices.

The Contractor and its Subcontractors may be subject to "full" CAS coverage which requires all 19 standards, "modified" CAS coverage which requires Standards 401, 402, 405, and 406, or be “exempt” from CAS coverage under 48 CFR 9903.201-1 and 48 CFR 9903.201-2. Also, a Contractor under "full" coverage is not subject to a standard where it does not apply.

When a Contractor is subject to CAS, the Contractor must comply with CAS coverage for task orders awarded under OASIS. CAS does not apply to task orders and subcontracts for the acquisition of commercial items under FAR Part 12 or when task orders and subcontracts are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

When a Contractor is subject to CAS, the Contractor must maintain CAS compliance by DCAA or other cognizant auditor for the entire term of OASIS. The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes to their CAS Disclosure Statements, Administration of CAS, or Cost Accounting Practice Changes, and provide the reasons for the change and copies of audit reports, as applicable.

CAS does not apply to task orders for the acquisition of commercial items when the task orders are firm-fixed-price or fixed-price with economic price adjustment provided that the price adjustment is not based on actual costs incurred.

H.6.4. Forward Pricing Rate Agreements, Forward Pricing Rate Recommendations, and Approved Billing Rates

Billing rates and final indirect cost rates may be used in reimbursing indirect costs under cost-reimbursement task orders and in determining progress payments under fixed-price task orders.

A Forward Pricing Rate Agreement (FPRA) means a written agreement to make certain rates available during a specified period for use in pricing contracts or modifications. These rates represent reasonable projections of specific costs that are not easily estimated for, identified with, or generated by a specific contract, contract end item, or task. These projections may include rates for such things as direct labor, indirect costs, material obsolescence and usage, and material handling.

A Forward Pricing Rate Recommendation (FPRR) means a set of rates and factors unilaterally established by the ACO for use by the Government in negotiations or other contract actions when forward pricing rate agreement negotiations have not been completed or when the Contractor will not agree to a forward pricing rate agreement.

Approved Billing Rates means an indirect cost rate established temporarily for interim reimbursement of incurred indirect costs and adjusted as necessary pending establishment of final indirect cost rates.

For Time and Material, Labor-Hour, and Cost Reimbursement (all types) task orders solicited and awarded under OASIS, Contractors are encouraged to execute a FPRA and/or approved billing rates to the maximum extent practicable. Contractors may use FPRRs when an FPRA has not been negotiated.

The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their FPRA, FPRR, and/or approved billing rates and provide the reasons for the change and copies of audit reports, as applicable.

FPRA, FPRR, and/or Approved Billing Rates will not be disclosed on the OASIS website. Only the OCO will have access to this information upon request.

H.6.5. Approved Purchasing System

An approved purchasing system means the Contractor's purchasing system has been approved under a Contractor Purchasing System Review (CPSR) for efficiency and effectiveness with which the Contractor spends Government funds and complies with Government policy when subcontracting.

Advance notification requirements for subcontracting and consent to subcontract are not required when a Contractor has an approved purchasing system unless otherwise requested by the OCO on an individual task order or task orders with no subcontracting possibilities or for commercial items acquired under FAR Part 12.

An Approved Purchasing System is not mandatory; however, Contractors are encouraged to have a purchasing system approved by the Defense Contract Management Agency (DCMA) or other cognizant Government administration office for the entire term of OASIS.

The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their purchasing system and provide the reasons for the change and copies of CPSR reports, as applicable.

H.6.6. Earned Value Management System

An earned value management system (EVMS) means a project management tool that effectively integrates the project scope of work with cost, schedule and performance elements for optimum project planning and control. The qualities and operating characteristics of EVMS are described in American National Standards Institute /Electronics Industries Alliance (ANSI/EIA) Standard-748.

An EVMS is not mandatory; however, Contractors are encouraged to have an EVMS ANSI/EIA Standard-748 during the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their EVMS and provide the reasons for the change and copies of audits by the Defense Contract Management Agency (DCMA) or other cognizant Government administration office, as applicable. If only part of a Contractor's organization is EVMS ANSI/EIA Standard-748 certified, the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.7. ISO 9001:2008 Certification

International Organization for Standardization (ISO) 9001:2008 Certification specifies requirements for a quality management system to demonstrate the Contractor's ability to consistently meet the customer requirements as well as statutory and regulatory requirements.

An ISO 9001:2008 Certification is not mandatory; however, Contractors are encouraged to have ISO 9001:2008 Certification during the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their ISO 9001:2008 Certification and provide the reasons for the change and copies of audits from an ISO 9001 Certification Body, as applicable. If only part of a Contractor's organization is ISO 9001:2008 certified, the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.8. ISO 17025 Certification

International Organization for Standardization (ISO) 17025 Certification is used by laboratories to implement a quality system aimed at improving their ability to consistently produce valid results.

An ISO 17025 Certification is not mandatory; however, Contractors who desire to compete for work involving laboratories within the research and development industry are encouraged to have ISO 17025 Certification during the entire term of

OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their ISO 17025 Certification and provide the reasons for the change and copies of audits from an ISO 17025 Certification Body, as applicable. If only part of a Contractor's organization is ISO 17025 certified the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.9. ISO 14001:2004 Certification

International Organization for Standardization (ISO) 14001:2004 Certification is applicable to any organization that wishes to establish, implement, maintain and improve their environmental management system and to assure itself of conformity with its stated environmental policy.

An ISO 14001:2004 Certification is not mandatory; however, Contractors who desire to compete for environmental related work are encouraged to have ISO 14001:2004 Certification during the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their ISO 14001:2004 Certification and provide the reasons for the change and copies of audits from an ISO 14001:2004 Certification Body, as applicable. If only part of a Contractor's organization is ISO 14001:2004 certified, the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.10. AS9100 Certification

AS9100 Certification specifies requirements for a quality management system to demonstrate the Contractor's ability to consistently meet the customer requirements as well as statutory and regulatory requirements for the aerospace industry.

An AS9100 Certification is not mandatory; however, Contractors who desire to compete for work within the aerospace industry are encouraged to have AS9100 Certification during the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their AS9100 Certification and provide the reasons for the change and copies of audits from an AS9100 Certification Body, as applicable. If only part of a Contractor's organization is AS9100 certified, the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.11. CMMI Maturity Level Certification

Capability Maturity Model Integration (CMMI) is a 5 level approach to improve processes across projects, divisions, or an entire organization in the areas of acquisition, services, and/or development.

CMMI Certification is not mandatory; however, Contractors are encouraged to have CMMI Maturity Level 3 or higher in acquisition, services, and/or development during the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their CMMI Level and provide the reasons for the change and copies of appraisals from a CMMI Instituted Certified Lead Appraiser, as applicable. If only part of a Contractor's organization is CMMI certified, the Contractor shall make the distinction between which business units or sites and geographic locations have been certified.

H.6.12. Meaningful Relationship Commitment Letters

If applicable, Meaningful Relationship Commitment Letter(s) (MRCL) establishes the relationship and commitments of performance for Contractors who share Systems, Certifications, and Clearances from other affiliates, divisions, or subsidiaries within a Contractor's internal corporate structure.

If applicable, the Contractor must maintain and honor each MRCL for the entire term of OASIS. The Contractor shall notify the OASIS CO, in writing, if there are any changes in the status of their internal corporate relationships or commitments and provide the reasons for the change.

If applicable, the Contractor's MRCLs are incorporated by reference into the OASIS contract and the OASIS Program Office will provide MRCLs for the OCO upon request.

H.7. SECURITY CLEARANCE REQUIREMENTS

The OCO must tailor security requirements (both facility and employee), clauses, provisions, and other applicable terms and conditions specific to each task order's solicitation and award.

Only those Contractors that meet the required security clearance levels on individual task order solicitations are eligible to compete for such task orders.

In general, all necessary facility and employee security clearances shall be at the expense of the Contractor. In some cases, Government offices that conduct background investigations do not have a means for accepting direct compensation from Contractors and instead charge customer agencies for the background investigations. In these cases, the Contractor shall be flexible in establishing ways of reimbursing the Government for these expenses. The individual task order should specify the terms and conditions for reimbursement, if any, for obtaining security clearances. The Contractor shall comply with all security requirements in task orders awarded under OASIS.

H.7.1. Facility Clearance Level

A facility clearance level (FCL) is when a Contractor's facility is eligible for access to classified information at the Confidential, Secret, or Top Secret level. The FCL includes the execution of a Department of Defense (DoD) Security Agreement (DD Form 441 and DD Form 441-1) and Certificate Pertaining to Foreign Interests (SF 328).

Under the terms of a FCL agreement, the Government agrees to issue the FCL and inform the Contractor as to the security classification of information to which the Contractor will have access. The Contractor, in turn, agrees to abide by the security requirements set forth in the National Industrial Security Program Operating Manual, commonly referred to as the NISPOM.

There are no mandatory levels of facility security clearance for Contractors under OASIS; however, task orders may require an FCL at any level, under OASIS.

The Contractor, at its own expense, must maintain their FCL by the Defense Security Service (DSS) for the entire term of OASIS. The Contractor shall notify the OASIS CO and designated OCO for affected task orders, in writing, if there are any changes in the status of their FCL and provide the reasons for the change. If only part of a Contractor's organization has a FCL, the Contractor shall make the distinction between which business units or sites and geographic locations have a FCL.

Only those Contractors that meet a required FCL level on task order solicitations shall be eligible to compete.

H.7.2. Employee Security Clearance

Security clearances for Contractor employees, including Subcontractor employees, may require Confidential, Secret, Top Secret, Agency-Specific Clearances, and/or Special Background Investigations for Sensitive Compartmented Information or Special Access Programs. In such cases, the Contractor, at its own expense, is responsible for providing and maintaining personnel with the appropriate security clearances to ensure compliance with Government security regulations, as specified in the individual task order.

The Contractor shall fully cooperate on all security checks and investigations by furnishing requested information to verify the Contractor employee's trustworthiness and suitability for the position. Task orders containing classified work may also include a Contract Security Classification Specification, (i.e., DD Form 254 or civilian agency equivalent).

The Government has full and complete control over granting, denying, withholding or terminating security clearances for employees. The granting of a clearance shall not prevent, preclude, or bar the withdrawal or termination of any such clearance by the Government.

H.7.3. HSPD-12

When a Contractor or their Subcontractors are required to have physical access to a Federal controlled facility or access to a Federal information system, the Contractor shall comply with agency personal identity verification procedures in task orders that implement Homeland Security Presidential Directives-12 (HSPD-12).

H.8. SUSTAINABILITY

OASIS seeks to benefit from the use of sustainable management practices by Contractors including tracking and seeking continual reductions in energy usage, greenhouse gas emissions, water consumption, solid waste and hazardous waste, and other relevant environmental impacts and associated costs.

Use of these sustainable management practices results in lower environmental impacts of delivered products and services, helping customers meet sustainable acquisition requirements under Executive Order 13514: Federal Leadership in Environmental, Energy and Economic Performance, and its precursors, successors and related regulations.

Public disclosures of environmental impacts and sustainable management practices have been associated with increased operational efficiency, lower overhead costs, and reduced supply chain and other business risks for disclosing companies.

Sustainability disclosures can help OASIS customers understand the major environmental impacts of procured products and services, familiarize themselves with the available strategies for reducing these impacts, and design projects and task order requirements which incorporate these strategies.

GSA encourages Contractors to provide the location(s) (Internet URL or URLs) of one or more sources of publicly available information regarding its company-wide environmental impacts and sustainable management practices (sustainability disclosures) on the Contractor's OASIS webpage. In making sustainability disclosures, the Contractor is requested to utilize existing, widely recognized third-party sustainability reporting portals and services such as the Global Reporting Initiative (GRI) Sustainability Disclosure Database (database of corporate social responsibility (CSR) reports) and the Carbon Disclosure Project (CDP) Climate Change and Water Disclosure Questionnaires. Additionally, it is strongly encouraged that all sustainability disclosure be kept up-to-date and accurate.

These sustainability-related standards, including estimates of the lifecycle costs and environmental impacts of proposed solutions, may apply at the task order level.

H.9. PROPRIETARY SOLUTIONS

Contractors are discouraged from proposing proprietary solutions in response to OASIS task order requirements that necessitate the Contractor's proprietary process, system, maintenance, and/or solution that would prevent competition at a future point or require sustained and non-competitive support.

If a proprietary solution is proposed by a Contractor for a given task order requirement, the Contractor shall mark their proposal accordingly and make it clear to the OCO all limitations and costs associated with the solution.

H.10. RESERVED

H.11. PARTNERING

GSA intends to encourage the foundation of a cohesive partnership between the OASIS Contractors, GSA OASIS personnel, and Federal agency customers to identify and achieve reciprocal goals, with effective and efficient customer-focused service, in accordance with the terms of the OASIS contract.

Failure to attend meetings, maintain a Contractor OASIS webpage, or otherwise not comply with this section may result in activation of Dormant Status and/or result in a Contractor being Off-Ramped (See Sections H.16. and H.17.).

H.11.1. Meetings

From time to time, the Government may require Contractor attendance, including the attendance of Contractor Key Personnel, at meetings at various locations.

Meetings may be via web-casting, in-person at a government facility, a commercial conference center, or a mutually agreed-upon Contractor facility on a rotational basis, as determined by the Government. Follow-up meetings may be held periodically throughout the duration of OASIS in order to assess performance against the goals and to reinforce partnering principles.

GSA may require up to four OASIS Program Management Review (PMR) meetings per year. The goal of the PMR meetings are to provide a platform for OASIS Contractors, OASIS staff, and other agency representatives to communicate current issues, resolve potential problems, discuss business and marketing opportunities, review future and ongoing GSA and Government-wide initiatives, and address OASIS fundamentals. Any Contractor costs associated to PMR Meetings shall be at no direct cost to the Government.

H.11.2. GSA OASIS Webpage

GSA will establish an OASIS website for the purposes of informing our customers, stakeholders, and the general public of the attributes and procedures for OASIS.

The GSA OASIS webpage will include, but not be limited to, the following:

1. General overview of the attributes of OASIS
2. The OASIS conformed contract (Sections B through J)
3. GSA Key Personnel point of contact (POC) information (Names, Titles, Phone Numbers, E-mail Addresses)
4. Contractor Key Personnel POC information (Names, Titles, Phone Numbers, E-mail Addresses)
5. List of Contractor Numbers, Company Names by NAICS Pools and MA-IDIQ task order contracts, and direct POC for issuing task order solicitations by an OCO
6. Delegation of Procurement Authority (DPA) process for the OCO
7. OASIS Training and Ordering Guides
8. Sample procurement templates for the OCO
9. Scope review process for the OCO
10. Statistical information by Agency and Contractor
11. Links to other mandatory websites for reporting purposes or ordering procedures
12. List of Contractors not eligible for solicitations and awards due to Dormant Status or Off-Ramped, if necessary.
13. Frequently Asked Questions

H.11.3. Contractor OASIS Webpage

Within 30 days of the Notice to Proceed, the Contractor shall develop and maintain a current, publicly available webpage accessible via the Internet throughout the term of OASIS and task orders awarded under OASIS. The Contractor shall make their OASIS webpage Rehabilitation Act Section 508 compliant.

The purpose of the webpage is for the Contractor to communicate with potential customers regarding the Contractor's ability to provide professional support services under OASIS.

At a minimum, this webpage must include, but is not limited to the following:

1. Link to the GSA OASIS webpage
2. General Overview of OASIS
3. OASIS related marketing materials and news releases
4. Contractor Capabilities for OASIS
5. Contractor Key Personnel POC information (Names, Titles, Phone Numbers, E-mail Addresses)
6. OASIS Contract (Sections A through J) and all Modifications issued within 30 days in Adobe format
7. DUNS Number
8. Sustainability Disclosures, if any

H.11.4. Marketing

The Contractor must maintain participation by actively pursuing work and competing for task order solicitations under OASIS.

The Contractor may develop company specific OASIS brochures for distribution at trade shows, conferences, seminars, etc., and distribute printed materials to enhance awareness of OASIS.

The Contractor may participate in various conferences and trade shows to facilitate outreach efforts for federal agency customers and to aid in the marketing of OASIS.

All marketing, promotional materials, and news releases in connection with OASIS or task order awards under OASIS, including information on the Contractor's OASIS webpage, may be co-branded with marks owned or licensed by the Contractor and GSA, as long as the Contractor complies with GSAM 552.203-71, Restriction on Advertising.

GSA reserves the right to review, and must approve, any marketing, promotional materials, or news releases by a Contractor that is OASIS related, including information on the Contractor's OASIS webpage.

H.11.5. Minimum Task Order Awards or Estimated Value

Starting from the date of the OASIS Notice-to-Proceed, the Contractor shall attain a minimum of 5 task order awards or a total task order estimated value of $100M (total estimated value of all task orders inclusive of all options) prior to the exercise of Option I under OASIS. This requirement applies to the OASIS program as a whole (e.g. this requirement is cumulative across all task orders awarded under the Pool(s) the Contractor has been awarded OASIS contracts under).

In the event a Contractor is on-ramped to the contract after original contract award, the number of expected task order awards to be attained shall be proportionate with the amount of time spent on the contract in the base period. For example, if the Contractor is on-ramped to the contract in Year 1, the Contractor would be expected to attain a minimum of 4 task order awards or total task order estimated value of $80M prior to the exercise of Option I.

Failure to attain the expected number of task order awards or estimated value prior to the exercise of Option I may result in a Contractor being Off-Ramped (See Section H.16.).

H.12. TRAINING AND PERMITS

The Contactor shall provide fully trained and experienced personnel required for performance under task orders awarded under OASIS. The Contractor shall train Contractor personnel, at its own expense, except when the OCO has given prior approval for specific training to meet special requirements that are peculiar to a particular task order.

Except as otherwise provided in an individual task order, the Contractor shall, at its own expense, be responsible for obtaining any and all licenses, certifications, authorizations, approvals, and permits, and for complying with any applicable Federal, national, state, and municipal laws, codes, and regulations, and any applicable foreign work permits, authorizations, and/or visas in connection with the performance of any applicable task order issued under OASIS.

H.13. ETHICS AND CONDUCT

Personal services are not authorized under OASIS. OASIS is strictly a non-personal services contract which means the personnel rendering the services are not subject, either by the contract's terms or by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees.

The Contractor and its employees must conduct themselves with the highest degree of integrity and honesty and adhere to the policies and procedures as specified in FAR Part 3 and GSAM Part 503 Improper Business Practices and Personal Conflicts of Interest.

Failure to adhere to proper ethics and conduct may result in activation of Dormant Status and/or result in a Contractor being Off-Ramped (Sections H.16. and H.17.).

H.13.1. Supervision

The Contactor shall not supervise, direct, or control the activities of Government personnel or the employee of any other Contractor under OASIS and the Government will not exercise any supervision or control over the Contractor in the performance of contractual services under OASIS. The Contractor is accountable to the Government for the actions of its personnel.

Contractor employees shall not represent themselves as Government employees, agents, or representatives or state orally or in writing at any time that they are acting on behalf of the Government.

In all communications with third parties in connection with OASIS, the Contractor must ensure that all Contractor employees identify themselves as Contractor employees and identify the name of the company for which they work and, must not carry out any direction that violates the terms and conditions of OASIS.

The Contactor shall ensure that all of its employees, including Subcontractor employees, working under OASIS are informed of the substance of this Section.

If the Contractor believes any action or communication has been given that would create a personal services relationship between the Government and any Contractor employee or any other potential supervision or duty violation, the Contractor must notify the OCO and OASIS CO immediately of this communication or action.

H.13.2. Conduct

The Contactor shall not discuss with unauthorized persons any information obtained in the performance of work under OASIS; conduct business other than that which is covered by OASIS during periods funded by the Government; conduct business not directly related to OASIS on Government premises; use Government computer systems and/or other Government facilities for company or personal business; recruit on Government premises; or otherwise act to disrupt official Government business.

The Contactor shall ensure that all of its employees, including Subcontractor employees, working under OASIS are informed of the substance of this clause.

If the Contractor believes any action or communication has been given that would create a business ethic or conduct violation, the Contractor must notify the OCO and OASIS CO immediately of this communication or action.

H.13.3. Conflicts of Interest

The guidelines and procedures of FAR Subpart 9.5 and GSAM Subpart 509.5, Organizational and Consultant Conflicts of Interest, and FAR Part 3 and GSAM Part 3, Improper Business Practices and Personal Conflicts of Interest, will be used in identifying and resolving any issues of a conflict of interest under OASIS. The FAR and other applicable agency specific regulatory supplements will govern task orders awarded under OASIS.

Assuming no real or potential conflict of interest, an OASIS Prime Contractor may be a Subcontractor to another Prime Contractor on task orders solicited and awarded under OASIS or OASIS SB; however, the OCO may require that the Contractor sign an Organizational Conflict of Interest (OCI) Statement in which the Contractor (and any Subcontractors or teaming partners) agree not to submit any proposal or provide any support to any firm which is submitting (as Prime or Subcontractor) any proposal for any solicitation resulting from the work on a specific task order under OASIS.

All Contractor personnel (to include Subcontractors and Consultants) who will be personally and substantially involved in the performance of any task order issued under OASIS which requires the Contractor to act on behalf of, or provide advice with respect to any phase of an agency procurement shall execute and submit an “Employee/Contractor Non-Disclosure Agreement” Form. The OCO will provide the appropriate nondisclosure form specific to the procurement. This form shall be required prior to the commencement of any work on such task order and whenever replacement personnel are proposed under an ongoing task order.

The Contractor shall be responsible for identifying and preventing personal conflicts of interest of their employees. The Contractor shall prohibit employees who have access to non-public information by reason of performance on a Government contract from using that information for personal gain.

In the event that a task order requires activity that would create an actual or potential conflict of interest, the Contractor shall immediately notify the OCO of the conflict, submit a plan for mitigation, and not commence work until specifically notified by the OCO to proceed; or, identify the conflict and recommend to the OCO an alternate approach to avoid the conflict.

The OCO or OASIS CO, if necessary, will review the information provided by the Contractor and make a determination whether to proceed with the task order and process a request for waiver, if necessary.

H.13.4. Cooperation with other Contractors on Government Sites

The Government may undertake or award other contracts or task orders for work at or in close proximity to the site of the work under OASIS. The Contractor shall fully cooperate with the other Contractors and with Government employees and shall carefully adapt scheduling and performing the work under OASIS to accommodate the working environment, heeding any

direction that may be provided by the OCO. The Contractor shall not commit or permit any act that will interfere with the performance of work by any other Contractor or by Government employees.

H.14. GOVERNMENT PROPERTY

For task orders awarded under OASIS, Government property matters shall follow the same policies and procedures for Government property under FAR Part 45, Government Property and other applicable agency specific regulatory supplements.

FAR Part 45 does not apply to Government property that is incidental to the place of performance, when the task order requires Contractor personnel to be located on a Government site or installation, and when the property used by the Contractor within the location remains accountable to the Government.

Unless otherwise specified in a task order, the Contactor shall provide all office equipment and consumable supplies at the Contractor's sole and exclusive expense, including computers/workstations used in daily operation in support of OASIS.

The OCO must tailor property clauses, provisions, and other applicable terms and conditions specific to each task order solicitation and award.

H.14.1. Leasing of Real and Personal Property

The Government contemplates that leases may be part of a task order solution offered by a Contractor, but the Government, where the Contractor's solution includes leasing, must not be the Lessee. Under no circumstances on any task order awarded under OASIS shall the Government be deemed to have privity-of-contract with the Owner/Lessor of the Leased Items; or, the Government be held liable for early Termination/Cancellation damages if the Government decides not to exercise an option period under a task order unless the Contractor has specifically disclosed the amount of such damages (or the formula by which such damages would be calculated) as part of its proposal and the OCO for the task order has specifically approved/allowed such damages as part of the task order terms and conditions.

H.14.2. Government Facilities

The Contactor shall arrange with the OCO or other designated representative for means of access to premises, delivery and storage of materials and equipment, use of approaches, use of corridors, stairways, elevators, and similar matters.

A Contractor working in a government facility shall be responsible for maintaining satisfactory standards of employee competency, conduct, appearance, and integrity and shall be responsible for taking disciplinary action with respect to their employees as necessary.

The Contractor is responsible for ensuring that their employees do not disturb papers on desks, open desk drawers or cabinets, or use Government telephones, except as authorized. Each employee is expected to adhere to standards of behavior that reflect favorably on their employer and the Federal Government.

The Contactor shall ensure that all of its employees, including Subcontractor employees, working under OASIS are informed of the substance of this clause.

H.14.3. Rights of Ingress and Egress

The rights of ingress to, and egress from, Government facilities for the Contractor's personnel must be specified in the task order. Specific federally-controlled facilities or those areas located within a given facility may have additional security clearance requirements must be specified in the task order.

Contractor employees, including Subcontractor employees, shall have in their possession, at all times while working, the specific Government identification credential issued by the Government. The identification credential shall be displayed and be visible at all times while on Government property.

During all operations on Government premises, the Contractor's personnel shall comply with the rules and regulations governing the facility access policies and the conduct of personnel. The Government reserves the right to require Contractor personnel to "sign-in" upon entry and "sign-out" upon departure from the Government facilities.

The Contactor shall be responsible for ensuring that all identification credentials are returned to the issuing agency whenever contract employees leave the contract, when the task order has been completed, employees leave the company, or employees are dismissed or terminated. The Contractor shall notify the issuing agency whenever employee badges are lost.

H.15. ON-RAMPING

The total number of Contractors within any of the 7 OASIS Pools may fluctuate due to any number of reasons including but, not limited to, competition levels on task orders, mergers & acquisitions; the Government's exercise of the off-ramp process; and OASIS SB Contractors outgrowing their small business size status under their existing OASIS SB Contract.

It is in the Government's best interest that there remain an adequate number of Contractors eligible to compete for task orders in each OASIS Contract to meet the Government's professional service mission requirements.

Contractors are hereby notified that utilization of any on-ramping procedure below does not obligate the Government to perform any other on-ramping procedure. Furthermore, any on-ramping procedure may be performed for any single OASIS Pool at any time.

H.15.1. Reserved

H.15.2. Vertical Contract On-Ramping

The OASIS Program is a family of OASIS Pools and OASIS Small Business (SB) Pools with identical scopes. Each OASIS Pool is unrestricted and each OASIS SB Pool is a 100% Small Business Set Aside contract

For those OASIS SB Contractors who no longer certify as a small business for their respective OASIS SB Pool, the OASIS SB Contractor may elect to be considered to be placed on the corresponding OASIS unrestricted Pool. In order to be eligible to do this, the recertification as a large business of the company must not have been achieved on the basis of a merger or acquisition; or novation agreement in recognition of a successor in interest when Contractor assets are transferred during the term of OASIS SB.

For example, if Contractor X in OASIS SB Pool 1 ($14M size standard), can no longer certify as a small business under the $14M size standard, Contractor X may elect to be considered for OASIS Pool 1 as a large business.

In order to obtain a Vertical Contract Ramp, the Contractor must:

1. Have outgrown their small business sized standard on the basis of natural growth, not on the basis of a merger, acquisition or novation agreement in recognition of a successor in interest when Contractor assets are transferred during the term of OASIS SB
2. Demonstrate successful performance under OASIS SB
3. Submit a proposal in response to a solicitation materially identical to the original version of the OASIS unrestricted solicitation
4. Meet all of the Pass/Fail Criteria of the original OASIS unrestricted solicitation and,

5. Receive a proposal score equal to or higher than the lowest scoring Contractor within the Pool being applied for. Note: The lowest scoring Contractor is based on the lowest evaluated numerical score within a given OASIS Pool in accordance with the scoring table in Section M.6. of the OASIS unrestricted solicitation at the time of the original OASIS unrestricted Pools.

The vertical Pool ramping solicitation will include the same evaluation factors/sub-factors as the original OASIS unrestricted solicitation. The terms and conditions of the resulting award will be materially identical to the existing version of OASIS unrestricted. The period of performance term will be coterminous with the existing term of all other OASIS unrestricted Contractors.

Immediately upon vertical ramping to OASIS unrestricted, the Contractor is eligible to submit a proposal in response to any task order solicitation and receive task order awards with the same rights and obligations as any other Contractor; however, the Contractor will be placed on Dormant Status under their OASIS SB Pool. The Contractor must continue performance on active task orders under their dormant OASIS SB Pool, including the exercise of options at the task order level at the discretion of the OCO, until all active task orders are closed-out.

The OASIS CO may conduct a vertical pool on-ramp without conducting any other form of on-ramp.

H.15.3. Open Season On-Ramping

GSA will determine whether it would be in the Government's best interest to initiate an open season to add additional Contractors to any of the OASIS Pools at any time, subject to the following conditions.

1. An open season notice is published in Federal Business Opportunities in accordance with FAR Part 5, Publicizing Contract Action
2. An open season solicitation is issued under current Federal procurement law
3. The solicitation identifies the total anticipated number of new contracts that GSA intends to award
4. Any Offeror that meets the eligibility requirements set forth in the open season solicitation may submit a proposal in response to the solicitation
5. The award decision under the open season solicitation is based upon substantially the same evaluation factors/sub-factors as the original solicitation
6. An Offeror's proposal must meet all of the Acceptability Pass/Fail Criteria of the original solicitation
7. An Offeror's proposal must receive a proposal score equal to or higher than the lowest scoring Contractor within the OASIS Pool being applied for Note: The lowest scoring Contractor is based on the lowest evaluated numerical score within a given OASIS Pool in accordance with the scoring table in Section M.6. of the solicitation at the time of the original awards.
8. The terms and conditions of any resulting awards are materially identical to the existing version of the OASIS Pool and,
9. The period of performance term for any new awards is coterminous with the existing term for all other Contractors

Immediately upon on-ramping, the Contractor is eligible to submit a proposal in response to any task order solicitation and receive task order awards with the same rights and obligations as any other Contractor.

H.15.4. Focused On-Ramping (SubPool Creation)

GSA will determine whether it would be in the Government's best interest to initiate an open season to create a SubPool within established OASIS Pools. This may be done in response to client needs, competition levels, or other factors. For example, Pool 2 consists of 5 different NAICS codes. Over time, the OASIS Program Office notices that competition levels for all NAICS are healthy except for NAICS Code 541720. In response to this and based on anticipated demand, a SubPool for NAICS Code 541720 could be created through this on-ramping procedure.

Implementation of this form of on-ramping would be subject to the following conditions.

1. An open season notice is published in Federal Business Opportunities in accordance with FAR Part 5, Publicizing Contract Action
2. An open season solicitation is issued under current Federal procurement law
3. The solicitation identifies the total anticipated number of new contracts that GSA intends to award
4. Any Offeror already possessing a contract in the affected Pool will automatically be included in the newly formed SubPool if the Offeror can provide Pool Qualification projects for the new SubPool.
5. Any Offeror that meets the eligibility requirements set forth in the open season solicitation may submit a proposal in response to the solicitation. This SubPool would require Pool Qualification projects associated with the NAICS Code/exception of the new SubPool.
6. The award decision under the open season solicitation is based upon substantially the same evaluation factors/sub-factors as the original solicitation. The newly formed SubPool will become a new MA-IDIQ contract in the family of OASIS contracts.
7. An Offeror's proposal must meet all of the Acceptability Pass/Fail Criteria of the original solicitation
8. The terms and conditions of any resulting awards are materially identical to the existing version of the OASIS Pool and,
9. The period of performance term for any new awards is coterminous with the existing term for all other Contractors

H.16. DORMANT STATUS

GSA is responsible for ensuring performance and compliance with the terms of OASIS and safeguarding the interests of the Government and the American taxpayer in its contractual relationships. Additionally, GSA must ensure that Contractors receive impartial, fair, and equitable treatment. OASIS must be reserved for high performing OASIS Contractors. Accordingly, if the OASIS CO determines that any requirement of OASIS is not being met an OASIS Contractor may be placed into Dormant Status. Dormant status may be activated for a given OASIS Pool that a Contractor has been awarded or Dormant Status may be activated for all OASIS Pools.

If Dormant Status is activated, the Contractor shall not be eligible to participate or compete in any subsequent task order solicitations while the Contractor is in Dormant Status; however, Contractors placed in Dormant Status shall continue performance on previously awarded and active task orders, including the exercise of options and modifications at the task order level.

Dormant Status is <u>not</u> a Debarment, Suspension, or Ineligibility as defined in FAR Subpart 9.4 or a Termination as defined in FAR Part 49. Dormant Status is a condition that applies to the OASIS contract only. Grounds for being placed in Dormant Status specifically include, but are not limited to, trends or patterns of behavior associated with the failure to meet the deliverables and compliances specified under Section F.4.

Dormant status will only be imposed after careful consideration of the situation and collaboration with the Contractor to resolve the issues. To place a Contractor in Dormant Status, the OASIS CO must first send a letter, in writing, to the Contractor regarding the poor performance or non-compliance issue. The Contractor shall have reasonable time, at the discretion of the OASIS CO, to provide the OASIS CO with a remediation plan to correct the deficiencies/issues. If the OASIS CO is satisfied with the Contractor's response, the Contractor will not be placed in Dormant Status. If the OASIS CO is not satisfied with the response, or the remediation plan is not effective, the OCO may issue a final decision, in writing, placing the Contractor in a Dormant Status. The OASIS CO final decision may be appealed to the OASIS Ombudsman under Alternative Disputes Resolution (ADR), as defined in FAR Subpart 33.201 and GSAM 533.214. Using ADR does not waive the Contractor's right to appeal to the Agency Board of Contract Appeals or United States Court of Federal Claims.

H.17. OFF-RAMPING

GSA reserves the unilateral right to Off-Ramp non-performing Contractors. Contractors that are Off-Ramped have no active task orders under their OASIS Pool at the time of the Off-Ramping. Contractors under more than one OASIS Pool will only be off-ramped from the OASIS Pool where the non-performing issues have occurred.

Off-ramping methods may result from one of the following conditions:

1. Permitting the Contractor's OASIS Contract term to expire instead of exercising Option I
2. After a Contractor is placed in Dormant Status and the Contractor has completed all previously awarded task orders under OASIS
3. Debarment, Suspension, or Ineligibility as defined in FAR Subpart 9.4.
4. Termination as defined in FAR Part 49
5. Contractors who fail to meet the standards of performance, deliverables, or compliances
6. Taking any other action which may be permitted under the OASIS terms and conditions

(END OF SECTION H)

PART II – CONTRACT CLAUSES

SECTION I – CONTRACT CLAUSES

I.1. TASK ORDER CLAUSES

In accordance with FAR 52.301, Solicitation Provisions and Contract Clauses (Matrix), the OASIS master contracts cannot predetermine all the contract provisions/clauses for future individual task orders. However, all Applicable and Required provisions/clauses set forth in FAR 52.301 automatically flow down to all OASIS task orders, based on their specific contract type (e.g. cost, fixed price etc), statement of work, competition requirements, commercial or not commercial, and dollar value as of the date the task order solicitation is issued.

However, the OCO must identify in the task order solicitation whether FAR Part 12 commercial clauses/provisions apply or not apply. Furthermore, the OCO must identify any Optional, and/or Agency-Specific provisions/clauses for each individual task order solicitation and subsequent award. For Optional and/or Agency-Specific provisions/clauses, the OCO must provide the provision/clause Number, Title, Date, and fill-in information (if any), as of the date the task order solicitation is issued.

I.2. OASIS CLAUSES

The following clauses apply only to the OASIS MA-IDIQ task order contract. The clauses and dates remain unchanged throughout the term of OASIS unless changed through a bi-lateral modification to OASIS.

I.2.1. FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE

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 address: http://acquisition.gov/

1.2.2. GSAR 552.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (DEVIATION FAR 52.252-6)(SEP 1999)

(a) *Deviations to FAR clauses*.

(1) This solicitation or contract indicates any authorized deviation to a Federal Acquisition Regulation (48 CFR Chapter 1) clause by the addition of "(DEVIATION)" after the date of the clause, if the clause is not published in the General Services Administration Acquisition Regulation (48 CFR Chapter 5).

(2) This solicitation indicates any authorized deviation to a Federal Acquisition Regulation (FAR) clause that is published in the General Services Administration Acquisition Regulation by the addition of "(DEVIATION (FAR clause no.))" after the date of the clause.

(b) *Deviations to GSAR clauses*. This solicitation indicates any authorized deviation to a General Services Administration Acquisition Regulation clause by the addition of "(DEVIATION)" after the date of the clause.

(c) *"Substantially the same as" clauses*. Changes in wording of clauses prescribed for use on a "substantially the same as" basis are not considered deviations.

(End of clause)

FAR	TITLE	DATE
52.202-1	Definitions	JAN 2012
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-6	Restrictions on Subcontractor Sales to the Government	SEP 2006
52.203-7	Anti-Kickback Procedures	OCT 2010
52.203-8	Cancellation, Rescission, and Recovery of Funds For Illegal or Improper Activity	JAN 1997
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity	JAN 1997
52.203-12	Limitation on Payments to Influence Certain Federal Transactions	OCT 2010
52.203-13	Contractor Code of Business Ethics and Conduct	APR 2010
52.203-14	Display of Hotline Poster(s)	DEC 2007
52.203-16	Preventing Personal Conflict of Interest	DEC 2011
52.203-17	Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower rights	SEP 2013
52.204-2	Security Requirements	AUG 1996
52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper	MAY 2011
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	JUL 2013
52.204-13	System for Award Management Maintenance	JUL 2013
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	AUG 2013
52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters	JUL 2013
52.209-10	Prohibition on Contracting with Inverted Domestic Corporations	MAY 2012
52.210-1	Market Research	APR 2011
52.211-5	Materials Requirements	AUG 2000
52.215-2	Audit and Records —Negotiation	OCT 2010
52.215-8	Order of Precedence – Uniform Contract Format	OCT 1997
52.215-14	Integrity of Unit Prices	OCT 2010
52.215-15	Pension Adjustments and Asset Reversions	OCT 2010
52.215-16	Facilities Capital Cost of Money	JUN 2003
52.215-17	Waiver of Facilities Capital Cost of Money	OCT 1997
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) other than Pensions	JUL 2005
52.215-19	Notification of Ownership Changes	OCT 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data-Modifications	OCT 2010
52.215-21	Alternate IV	OCT 2010
52.219-8	Utilization of Small Business Concerns	JUL 2013
52.219-9	Small Business Subcontracting Plan	JUL 2013
52.219-9	Alternate II	OCT 2001
52.219.14	Limitations on Subcontracting	NOV 2011
52.219-16	Liquidated Damages-Subcontracting Plan	JAN 1999
52.219-28	Post-Award Small Business Program Re-representation	JUL 2013
52.222-3	Convict Labor	JUN 2003
52.222-4	Contract Work Hours and Safety Standards Act – Overtime Compensation	JUL 2005
52.222-19	Child Labor – Cooperation With Authorities and Remedies	MAR 2012
52.222-21	Prohibition of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	MAR 2007
52.222-35	Equal Opportunity For Veterans	SEP 2010

FAR	TITLE	DATE
52.222-36	Affirmative Action For Workers With Disabilities	OCT 2010
52.222-37	Employment Reports Veterans	SEP 2010
52.222-38	Compliance With Veterans Employment Reporting Requirements	SEP 2010
52.222-40	Notification of Employee Rights Under the National Labor Relations Act	DEC 2010
52.222-50	Combating Trafficking in Persons	FEB 2009
52.222-54	Employment Eligibility Verification	AUG 2013
52.223-5	Pollution Prevention and Right-To-Know Information	MAY 2011
52.223-6	Drug-Free Workplace	MAY 2001
52.223-18	Encouraging Contractor Policies to Ban Text Messaging While Driving	AUG 2011
52.223-19	Compliance with Environmental Management Systems	MAY 2011
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.225-26	Contractors Performing Private Security Functions Outside the United States	JUL 2013
52.227-1	Authorization and Consent	DEC 2007
52.227-2	Notice and Assistance Regarding Patent and Copyright Infringement	DEC 2007
52.227-3	Patent Indemnity	APR 1984
52.227-14	Rights in Data—General	DEC 2007
52.227-17	Rights in Data-Special Works	DEC 2007
52.228-5	Insurance – Work on a Government Installation	JAN 1997
52.229-3	Federal, State, and Local Taxes	FEB 2013
52.230-2	Cost Accounting Standards	MAY 2012
52.230-3	Disclosure and Consistency of Cost Accounting Practices	MAY 2012
52.230-4	Disclosure and Consistency of Cost Accounting Practices-Foreign Concerns	MAY 2012
52.230-6	Administration of Cost Accounting Standards	JUN 2010
52.232-8	Discounts For Prompt Payment	FEB 2002
52.232-9	Limitation on Withholding of Payments	APR 1984
52.232-11	Extras	APR 1984
52.232-17	Interest	OCT 2010
52.232-33	Payment by Electronic Funds Transfer-System for Award Management	JUL 2013
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.233-1	Disputes	JUL 2002
52.233-1	Alternate I	DEC 1991
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law For Breach of Contract Claim	OCT 2004
52.237-2	Protection of Government Buildings, Equipment, and Vegetation	APR 1984
52.237-3	Continuity of Services	JAN 1991
52.242-13	Bankruptcy	JUL 1995
52.243-1	Changes – Fixed-Price	AUG 1987
52.243-1	Alternate II	APR 1984
52.244-5	Competition in Subcontracting	DEC 1996
52.244-6	Subcontracts For Commercial Items	JUL 2013
52.245-1	Government Property	APR 2012
52.245-9	Use and Charges	APR 2012
52.246-4	Inspection of Services – Fixed Price	AUG 1996
52.246-25	Limitation of Liability – Services	FEB 1997
52.249-2	Termination For Convenience of the Government (Fixed-Price)	APR 2012
52.249-8	Default (Fixed-Price Supply And Service)	APR 1984
52.251-1	Government Supply Sources	APR 2012

FAR	TITLE	DATE
52.253-1	Computer Generated Forms	JAN 1991

I.3. GSAR CLAUSES INCORPORATED BY REFERENCE

GSAR	TITLE	DATE
552.203-71	Restriction on Advertising	SEP 1999
552.204-9	Personal Identity Verification Requirements	OCT 2012
552.215-70	Examination of Records by GSA	FEB 1996
552.216-74	Task-Order and Delivery-Order Ombudsman	AUG 2010
552.219-75	GSA Mentor-Protégé Program	SEP 2009
552.228-5	Government as Additional Insured	MAY 2009
552.232-1	Payments (DEVIATION FAR 52.232-1)	NOV 2009
552.232-23	Assignment of Claims	SEP 1999
552.232-25	Prompt Payment (DEVIATION FAR 52.232-25)	NOV 2009
552.237-73	Restriction on Disclosure Of Information	JUN 2009

I.4. FAR AND GSAR CLAUSES IN FULL TEXT

I.4.1. FAR 52.209-9 Updates of Publicly Available Information Regarding Responsibility Matters (FEB 2012)

(a) The Contractor shall update the information in the Federal Awardee Performance and Integrity Information System (FAPIIS) on a semi-annual basis, throughout the life of the contract, by posting the required information in the Central Contractor Registration database via https://www.acquisition.gov.

(b) As required by section 3010 of the Supplemental Appropriations Act, 2010 (Pub. L. 111-212), all information posted in FAPIIS on or after April 15, 2011, except past performance reviews, will be publicly available. FAPIIS consists of two segments—

(1) The non-public segment, into which Government officials and the Contractor post information, which can only be viewed by—

(i) Government personnel and authorized users performing business on behalf of the Government; or

(ii) The Contractor, when viewing data on itself; and

(2) The publicly-available segment, to which all data in the non-public segment of FAPIIS is automatically transferred after a waiting period of 14 calendar days, except for—

(i) Past performance reviews required by subpart 42.15;

(ii) Information that was entered prior to April 15, 2011; or

(iii) Information that is withdrawn during the 14-calendar-day waiting period by the Government official who posted it in accordance with paragraph (c)(1) of this clause.

(c) The Contractor will receive notification when the Government posts new information to the Contractor's record.

(1) If the Contractor asserts in writing within 7 calendar days, to the Government official who posted the information, that some of the information posted to the non-public segment of FAPIIS is covered by a disclosure exemption under the Freedom of Information Act, the Government official who posted the information shall within 7 calendar days remove the posting from FAPIIS and resolve the issue in accordance with agency Freedom of Information procedures, prior to reposting the releasable information. The Contractor shall cite 52.209-9 and request removal within 7 calendar days of the posting to FAPIIS.

(2) The Contractor will also have an opportunity to post comments regarding information that has been posted by the Government. The comments will be retained as long as the associated information is retained, *i.e.*, for a total period of 6 years. Contractor comments will remain a part of the record unless the Contractor revises them.

(3) As required by section 3010 of Pub. L. 111-212, all information posted in FAPIIS on or after April 15, 2011, except past performance reviews, will be publicly available.

(d) Public requests for system information posted prior to April 15, 2011, will be handled under Freedom of Information Act procedures, including, where appropriate, procedures promulgated under E.O. 12600.

I.4.2. FAR 52.216-18 Ordering (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from contract start date through the contract end date.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule. 0

I.4.3. FAR 52.216-19 Order Limitations (OCT 1995)

(a) *Minimum order*. When the Government requires supplies or services covered by this contract in an amount of less than the Simplified Acquisition Threshold, as amended, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) *Maximum order*. The Contractor is not obligated to honor—

(1) Any order for a single item in excess of N/A per year

(2) Any order for a combination of items in excess of N/A per year

(3) A series of orders from the same ordering office within 365 days that together call for quantities exceeding the limitation in paragraph (b)(1) or (2) of this section.

(c) If this is a requirements contract (*i.e.,* includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

(d) Notwithstanding paragraphs (b) and (c) of this section, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 5 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

I.4.4. FAR 52.216-22 Indefinite Quantity (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum." The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum."

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; *provided*, that the Contractor shall not be required to make any deliveries under this contract in accordance with Section F.4.

I.4.5. FAR 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 30 days.

I.4.6. FAR 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 30 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 10 years.

I.4.7. GSAR 52.232-99 Providing Accelerated Payment to Small Business Subcontractors (DEVIATION) (AUG 2012)

This clause implements the temporary policy provided by OMB Policy Memorandum M-12-16, providing Prompt Payment to Small Business Subcontractors, dated July 11, 2012.

(a) Upon receipt of accelerated payments from the Government, the Contractor is required to make accelerated payments to small business subcontractors to the maximum extent practicable after receipt of a proper invoice and all proper documentation from the small business subcontractor.
(b) Include the substance of this clause, including this paragraph (b), in all subcontracts with small business concerns.
(c) The acceleration of payments under this clause does not provide any new rights under the Prompt Payment Act.

PART III – LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

SECTION J – LIST OF ATTACHMENTS

J.1. LABOR CATEGORIES AND DEFINITIONS – Attachment (1)

J.2. CEILING RATES FOR T&M and L-H TASK ORDERS – Attachment (2)

(END OF SECTION J)

OASIS LABOR CATEGORIES
and
BUREAU OF LABOR STATISTICS
SERVICE OCCUPATIONAL CLASSIFICATIONS

BACKGROUND:

OASIS labor categories have been mapped to the Office of Management and Budget's (OMB) Standard Occupational Classification (SOC) for which the Bureau of Labor Statistics (BLS) maintains compensation data. Labor categories are further defined as Junior, Journeyman, and Senior based on years of experience, education, and duties/responsibilities as follows:

- **JUNIOR**: A Junior labor category has up to 3 years experience and a BA/BS degree. A Junior labor category is responsible for assisting more senior positions and/or performing functional duties under the oversight of more senior positions.

- **JOURNEYMAN**: A Journeyman labor category has 3 to 10 years of experience and a BA/BS or MA/MS degree. A Journeyman labor category typically performs all functional duties independently.

- **SENIOR**: A Senior labor category has over 10 years of experience and a MA/MS degree. A Senior labor category typically works on high-visibility or mission critical aspects of a given program and performs all functional duties independently. A Senior labor category may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job.

- **SUBJECT MATTER EXPERT (SME):** A Subject Matter Expert is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique. Subject Matter Experts do not have specific experience/education qualifications, but are typically identified as recognized Industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvements, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem supervises studies and leads surveys to collect and analyze data to provide advice and recommend solutions.

Contractors may deviate from the definitions above when responding to task order solicitations so long as the deviations are clearly identified in their task order proposal. For example, a Contractor might label an employee as "Senior", but the employee does not have a MA/MS degree. Likewise, a Contractor might label an employee as "Junior" even though the employee has more than 3 years experience. Deviations shall be clearly identified in proposals submitted in response to task order solicitations.

INDIVIDUAL LABOR CATEGORIES

The following individual labor categories correspond to a single SOC Number, Title, and Functional Description.

Labor ID #	Actuary
1	Junior Actuary
2	Journeyman Actuary
3	Senior Actuary
4	SME - Actuary
SOC No.	**SOC Title and Functional Description**
15-2011	Actuaries - Analyze statistical data, such as mortality, accident, sickness, disability, and retirement rates and construct probability tables to forecast risk and liability for payment of future benefits. May ascertain insurance rates required and cash reserves necessary to ensure payment of future benefits.

Labor ID #	Administrative Professional
5	Junior Administrative Professional
6	Journeyman Administrative Professional
7	Senior Administrative Professional
8	SME – Administrative Professional
SOC No.	**SOC Title and Functional Description**
43-6011	Executive Secretaries and Executive Administrative Assistants - Provide high-level administrative support by conducting research, preparing statistical reports, handling information requests, and performing clerical functions such as preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings.

Labor ID #	Editor
9	Junior Editor
10	Journeyman Editor
11	Senior Editor
12	SME –Editor
SOC No.	**SOC Title and Functional Descriptions (These SOCs are combined into one labor category)**
27-3041	Editors - Plan, coordinate, or edit content of material for publication. May review proposals and drafts for possible publication. Includes technical editors.

Labor ID #	Investigator
13	Junior Investigator
14	Journeyman Investigator
15	Senior Investigator
16	SME - Investigator
SOC No.	**SOC Title and Functional Description**
33-9021	Private Detectives and Investigators - Gather, analyze, compile and report information regarding individuals or organizations to clients, or detect occurrences of unlawful acts or infractions of rules.

Labor ID #	Operations Research Analyst
17	Junior Operations Research Analyst
18	Journeyman Operations Research Analyst
19	Senior Operations Research Analyst
20	SME – Operations Research Analyst
SOC No.	**SOC Title and Functional Description**
15-2031	Operations Research Analyst - Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. May collect and analyze data and develop decision support software, service, or products. May develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation.

Labor ID #	Public Relations Specialist
21	Junior Public Relations Specialist
22	Journeyman Public Relations Specialist
23	Senior Public Relations Specialist
24	SME – Public Relations Specialist
SOC No.	**SOC Title and Functional Description**
27-3031	Public Relations Specialist - Engage in promoting or creating an intended public image for individuals, groups, or organizations. May write or select material for release to various communications media.

Labor ID #	Statistician
25	Junior Statistician
26	Journeyman Statistician
27	Senior Statistician
28	SME - Statistician
SOC No.	**SOC Title and Functional Description**
15-2041	Statistician - Develop or apply mathematical or statistical theory and methods to collect, organize, interpret, and summarize numerical data to provide usable information. May specialize in fields such as bio-statistics, agricultural statistics, business statistics, or economic statistics. Includes mathematical and survey statisticians. Excludes "Survey Researchers" (19-3022).
Labor ID #	**Writer**
29	Junior Writer
30	Journeyman Writer
31	Senior Writer
32	SME – Writer
SOC No.	**SOC Title and Functional Descriptions (These SOCs are combined into one labor category)**
27-3043	Writers and Authors - Originate and prepare written material, such as scripts, stories, advertisements, and other material.

GROUPED LABOR CATEGORIES

The following labor category groups correspond to groups of SOC Numbers, Titles, and Functional Descriptions. These labor category groups were established based upon BLS published data regarding direct labor compensation across multiple SOC numbers. The multiple SOC Numbers within each labor category group have similar salaries based upon the BLS data.

Labor ID #	Business and Financial Operations Specialist Group 1
33	Junior Business and Financial Operations Specialist Group 1
34	Journeyman Business and Financial Operations Specialist Group 1
35	Senior Business and Financial Operations Specialist Group 1
36	SME – Business and Financial Operations Specialist Group 1
SOC No.	**SOC Titles and Functional Descriptions**

13-2061	Financial Examiners - Enforce or ensure compliance with laws and regulations governing financial and securities institutions and financial and real estate transactions. May examine, verify, or authenticate records.
13-2072	Loan Officers - Evaluate, authorize, or recommend approval of commercial, real estate, or credit loans. Advise borrowers on financial status and payment methods. Includes mortgage loan officers and agents, collection analysts, loan servicing officers, and loan underwriters.

Labor ID #	**Business and Financial Operations Specialist Group 2**
37	Junior Business and Financial Operations Specialist Group 2
38	Journeyman Business and Financial Operations Specialist Group 2
39	Senior Business and Financial Operations Specialist Group 2
40	SME - Business and Financial Operations Specialist Group 2
SOC No.	**SOC Titles and Functional Descriptions**
13-1111	Management Analysts - Conduct organizational studies and evaluations, design systems and procedures, conduct work simplification and measurement studies, and prepare operations and procedures manuals to assist management in operating more efficiently and effectively. Includes program analysts and management consultants. Excludes "Computer Systems Analysts" (15-1121) and "Operations Research Analysts" (15-2031).
13-2041	Credit Analysts - Analyze credit data and financial statements of individuals or firms to determine the degree of risk involved in extending credit or lending money. Prepare reports with credit information for use in decision making.
13-2051	Financial Analysts - Conduct quantitative analyses of information affecting investment programs of public or private institutions.

Labor ID #	**Business and Financial Operations Specialist Group 3**
41	Junior Business and Financial Operations Specialist Group 3
42	Journeyman Business and Financial Operations Specialist Group 3
43	Senior Business and Financial Operations Specialist Group 3
44	SME - Business and Financial Operations Specialist Group 3
SOC No.	**SOC Titles and Functional Descriptions**
13-1199	Business Operations Specialists, all other - All business operations specialists not listed separately.
13-1081	Logisticians - Analyze and coordinate the logistical functions of a firm or organization. Responsible for the entire life cycle of a product, including acquisition, distribution, internal allocation, delivery, and final disposal of resources. Excludes "Transportation, Storage, and Distribution Managers" (11-3071).
13-2011	Accountants and Auditors - Examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data. Excludes "Tax Examiners and Collectors, and Revenue Agents" (13-2081).
13-2053	Insurance Underwriters - Review individual applications for insurance to evaluate degree of risk involved and determine acceptance of applications.

Labor ID #	**Business and Financial Operations Specialist Group 4**
45	Junior Business and Financial Operations Specialist Group 4
46	Journeyman Business and Financial Operations Specialist Group 4
47	Senior Business and Financial Operations Specialist Group 4
48	SME - Business and Financial Operations Specialist Group 4
SOC No.	**SOC Titles and Functional Descriptions**
13-1021	Buyers and Purchasing Agents, Farm Products - Purchase farm products either for further processing or resale. Includes tree farm contractors, grain brokers and market operators, grain buyers, and tobacco buyers.
13-1022	Wholesale and Retail Buyers, except farm products - Buy merchandise or commodities, other than farm products, for resale to consumers at the wholesale or retail level, including both durable and nondurable goods. Analyze past buying trends, sales records, price, and quality of merchandise to determine value and yield. Select, order, and authorize payment for merchandise according to

	contractual agreements. May conduct meetings with sales personnel and introduce new products. Includes assistant wholesale and retail buyers of nonfarm products.
13-1023	Purchasing Agents, Except Wholesale, Retail, and Farm Products - Purchase machinery, equipment, tools, parts, supplies, or services necessary for the operation of an establishment. Purchase raw or semi-finished materials for manufacturing. Excludes "Buyers and Purchasing Agents, Farm Products" (13-1021) and "Wholesale and Retail Buyers, Except Farm Products" (13-1022).
13-1031	Claims Adjusters, Examiners, and Investigators - Review settled claims to determine that payments and settlements are made in accordance with company practices and procedures. Confer with legal counsel on claims requiring litigation. May also settle insurance claims. Excludes "Fire Inspectors and Investigators" (33-2021).
13-1032	Insurance Appraisers, Auto Damage - Appraise automobile or other vehicle damage to determine repair costs for insurance claim settlement. Prepare insurance forms to indicate repair cost or cost estimates and recommendations. May seek agreement with automotive repair shop on repair costs.
13-1041	Compliance Officers - Examine, evaluate, and investigate eligibility for or conformity with laws and regulations governing contract compliance of licenses and permits, and perform other compliance and enforcement inspection and analysis activities not classified elsewhere. Excludes "Financial Examiners" (13-2061), "Tax Examiners and Collectors, and Revenue Agents" (13-2081), "Occupational Health and Safety Specialists" (29-9011), "Occupational Health and Safety Technicians" (29-9012), "Transportation Security Screeners" (33-9093), "Agricultural Inspectors" (45-2011), "Construction and Building Inspectors" (47-4011), and "Transportation Inspectors" (53-6051).
13-1051	Cost Estimators - Prepare cost estimates for product manufacturing, construction projects, or services to aid management in bidding on or determining price of product or service. May specialize according to particular service performed or type of product manufactured.
13-1071	Human Resources Specialists - Perform activities in the human resource area. Includes employment specialists who screen, recruit, interview, and place workers. Excludes "Compensation, Benefits, and Job Analysis Specialists" (13-1141) and "Training and Development Specialists" (13-1151).
13-1075	Labor Relations Specialists - Resolve disputes between workers and managers, negotiate collective bargaining agreements, or coordinate grievance procedures to handle employee complaints. Excludes equal employment opportunity (EEO) officers who are included in "Compliance Officers" (13-1041).
13-1121	Meeting, Convention, and Event Planners - Coordinate activities of staff, convention personnel, or clients to make arrangements for group meetings, events, or conventions.
13-1141	Compensation, Benefits, and Job Analysis Specialists - Conduct programs of compensation and benefits and job analysis for employer. May specialize in specific areas, such as position classification and pension programs.
13-1151	Training and Development Specialists - Design and conduct training and development programs to improve individual and organizational performance. May analyze training needs.
13-1161	Market Research Analysts and Marketing Specialists - Research market conditions in local, regional, or national areas, or gather information to determine potential sales of a product or service, or create a marketing campaign. May gather information on competitors, prices, sales, and methods of marketing and distribution.
13-2021	Appraisers and Assessors of Real Estate - Appraise real property and estimate its fair value. May assess taxes in accordance with prescribed schedules.
13-2031	Budget Analysts - Examine budget estimates for completeness, accuracy, and conformance with procedures and regulations. Analyze budgeting and accounting reports.
13-2071	Credit Counselors - Advise and educate individuals or organizations on acquiring and managing debt. May provide guidance in determining the best type of loan and explaining loan requirements or restrictions. May help develop debt management plans, advise on credit issues, or provide budget, mortgage, and bankruptcy counseling.
13-2081	Tax Examiners and Collectors, and Revenue Agents - Determine tax liability or collect taxes from individuals or business firms according to prescribed laws and regulations.
13-2082	Tax Preparers - Prepare tax returns for individuals or small businesses. Excludes "Accountants and Auditors" (13-2011).
13-2099	Financial Specialists, all other - All financial specialists not listed separately.

Labor ID #	Engineer Group 1
49	Junior Engineer Group 1
50	Journeyman Engineer Group 1
51	Senior Engineer Group 1
52	SME - Engineer Group 1
SOC No.	**SOC Title and Functional Description**
17-2171	Petroleum Engineers - Devise methods to improve oil and gas extraction and production and determine the need for new or modified tool designs. Oversee drilling and offer technical advice.

Labor ID #	Engineer Group 2
53	Junior Engineer Group 2
54	Journeyman Engineer Group 2
55	Senior Engineer Group 2
56	SME - Engineer Group 2
SOC No.	**SOC Titles and Functional Descriptions**
17-2041	Chemical Engineers - Design chemical plant equipment and devise processes for manufacturing chemicals and products, such as gasoline, synthetic rubber, plastics, detergents, cement, paper, and pulp, by applying principles and technology of chemistry, physics, and engineering.

Labor ID #	Engineer Group 3
57	Junior Engineer Group 3
58	Journeyman Engineer Group 3
59	Senior Engineer Group 3
60	SME - Engineer Group 3
SOC No.	**SOC Titles and Functional Descriptions**
17-2011	Aerospace Engineers - Perform engineering duties in designing, constructing, and testing aircraft, missiles, and spacecraft. May conduct basic and applied research to evaluate adaptability of materials and equipment to aircraft design and manufacture. May recommend improvements in testing equipment and techniques.
17-2031	Biomedical Engineers - Apply knowledge of engineering, biology, and biomechanical principles to the design, development, and evaluation of biological and health systems and products, such as artificial organs, prostheses, instrumentation, medical information systems, and heath management and care delivery systems.
17-2081	Environmental Engineers - Research, design, plan, or perform engineering duties in the prevention, control, and remediation of environmental hazards using various engineering disciplines. Work may include waste treatment, site remediation, or pollution control technology.
17-2112	Industrial Engineers - Design, develop, test, and evaluate integrated systems for managing industrial production processes, including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination. Excludes "Health and Safety Engineers, Except Mining Safety Engineers and Inspectors" (17-2111).
17-2151	Mining and Geological Engineers, including Mining Safety Engineers - Conduct sub-surface surveys to identify the characteristics of potential land or mining development sites. May specify the ground support systems, processes and equipment for safe, economical, and environmentally sound extraction or underground construction activities. May inspect areas for unsafe geological conditions, equipment, and working conditions. May design, implement, and coordinate mine safety programs. Excludes "Petroleum Engineers" (17-2171).
17-2161	Nuclear Engineers - Conduct research on nuclear engineering projects or apply principles and theory of nuclear science to problems concerned with release, control, and use of nuclear energy and nuclear waste disposal.

Labor ID #	Engineer Group 4
61	Junior Engineer Group 4
62	Journeyman Engineer Group 4
63	Senior Engineer Group 4

64	SME - Engineer Group 4
SOC No.	**SOC Titles and Functional Descriptions**
17-2051	Civil Engineers - Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, and water and sewage systems. Includes architectural, structural, traffic, ocean, and geo-technical engineers. Excludes "Hydrologists" (19-2043).
17-2071	Electrical Engineers - Research, design, develop, test, or supervise the manufacturing and installation of electrical equipment, components, or systems for commercial, industrial, military, or scientific use. Excludes "Computer Hardware Engineers" (17-2061).
17-2072	Electronics Engineers, Except Computer - Research, design, develop, or test electronic components and systems for commercial, industrial, military, or scientific use employing knowledge of electronic theory and materials properties. Design electronic circuits and components for use in fields such as telecommunications, aerospace guidance and propulsion control, acoustics, or instruments and controls. Excludes "Computer Hardware Engineers" (17-2061).
17-2111	Health and Safety Engineers, except mining safety engineers and inspectors - Promote worksite or product safety by applying knowledge of industrial processes, mechanics, chemistry, psychology, and industrial health and safety laws. Includes industrial product safety engineers.
17-2121	Marine Engineers and Naval Architects - Design, develop, and evaluate the operation of marine vessels, ship machinery, and related equipment, such as power supply and propulsion systems.
17-2131	Materials Engineers - Evaluate materials and develop machinery and processes to manufacture materials for use in products that must meet specialized design and performance specifications. Develop new uses for known materials. Includes those engineers working with composite materials or specializing in one type of material, such as graphite, metal and metal alloys, ceramics and glass, plastics and polymers, and naturally occurring materials. Includes metallurgists and metallurgical engineers, ceramic engineers, and welding engineers.
17-2141	Mechanical Engineers - Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.
17-2199	Engineers, all other - All engineers not listed separately.

Labor ID #	**Engineer Group 5**
65	Junior Engineer Group 5
66	Journeyman Engineer Group 5
67	Senior Engineer Group 5
68	SME - Engineer Group 5
SOC No.	**SOC Titles and Functional Descriptions**
17-1021	Cartographers and Photogrammetrists - Collect, analyze, and interpret geographic information provided by geodetic surveys, aerial photographs, and satellite data. Research, study, and prepare maps and other spatial data in digital or graphic form for legal, social, political, educational, and design purposes. May work with Geographic Information Systems (GIS). May design and evaluate algorithms, data structures, and user interfaces for GIS and mapping systems.
17-1022	Surveyors - Make exact measurements and determine property boundaries. Provide data relevant to the shape, contour, gravitation, location, elevation, or dimension of land or land features on or near the earth's surface for engineering, mapmaking, mining, land evaluation, construction, and other purposes.
17-2021	Agriculture Engineers - Apply knowledge of engineering technology and biological science to agricultural problems concerned with power and machinery, electrification, structures, soil and water conservation, and processing of agricultural products.

Labor ID #	**Manager Group 1**
69	Junior Manager Group 1
70	Journeyman Manager Group 1
71	Senior Manager Group 1
72	SME - Manager Group 1

SOC No.	SOC Titles and Functional Descriptions
11-1021	General and Operations Managers - Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Excludes First-Line Supervisors.
11-2011	Advertising and Promotions Managers - Plan, direct, or coordinate advertising policies and programs or produce collateral materials, such as posters, contests, coupons, or give-aways, to create extra interest in the purchase of a product or service for a department, an entire organization, or on an account basis.
11-2021	Marketing Managers - Plan, direct, or coordinate marketing policies and programs, such as determining the demand for products and services offered by a firm and its competitors, and identify potential customers. Develop pricing strategies with the goal of maximizing the firm's profits or share of the market while ensuring the firm's customers are satisfied. Oversee product development or monitor trends that indicate the need for new products and services.
11-2022	Sales Managers - Plan, direct, or coordinate the actual distribution or movement of a product or service to the customer. Coordinate sales distribution by establishing sales territories, quotas, and goals and establish training programs for sales representatives. Analyze sales statistics gathered by staff to determine sales potential and inventory requirements and monitor the preferences of customers.
11-3031	Financial Managers - Plan, direct, or coordinate accounting, investing, banking, insurance, securities, and other financial activities of a branch, office, or department of an establishment.
11-9061	Funeral Service Managers - Plan, direct, or coordinate the services or resources of funeral homes. Includes activities such as determining prices for services or merchandise and managing the facilities of funeral homes. Excludes "Morticians, Undertakers, and Funeral Directors" (39-4031).

Labor ID #	Manager Group 2
73	Junior Manager Group 2
74	Journeyman Manager Group 2
75	Senior Manager Group 2
76	SME - Manager Group 2
SOC No.	**SOC Titles and Functional Descriptions**
11-2031	Public Relations and Fundraising Managers - Plan, direct, or coordinate activities designed to create or maintain a favorable public image or raise issue awareness for their organization or client; or if engaged in fundraising, plan, direct, or coordinate activities to solicit and maintain funds for special projects or nonprofit organizations.
11-3111	Compensation and Benefits Managers - Plan, direct, or coordinate compensation and benefits activities of an organization. Job analysis and position description managers are included in "Human Resource Managers" (11-3121).
11-9041	Architectural and Engineering Managers - Plan, direct, or coordinate activities in such fields as architecture and engineering or research and development in these fields. Excludes "Natural Sciences Managers" (11-9121).
11-9121	Natural Science Managers - Plan, direct, or coordinate activities in such fields as life sciences, physical sciences, mathematics, statistics, and research and development in these fields. Excludes "Architecture and Engineering Managers" (11-9041) and "Computer and Information Systems Managers" (11-3021).
11-9199	Managers, all other - All managers not listed separately.

Labor ID #	Manager Group 3
77	Junior Manager Group 3
78	Journeyman Manager Group 3
79	Senior Manager Group 3
80	SME - Manager Group 3
SOC No.	**SOC Titles and Functional Descriptions**
11-3011	Administrative Services Managers - Plan, direct, or coordinate one or more administrative services of

	an organization, such as records and information management, mail distribution, facilities planning and maintenance, custodial operations, and other office support services. Medical records administrators are included in "Medical and Health Services Managers" (11-9111). Excludes "Purchasing Managers" (11-3061).
11-3051	Industrial Production Managers - Plan, direct, or coordinate the work activities and resources necessary for manufacturing products in accordance with cost, quality, and quantity specifications.
11-3061	Purchasing Managers - Plan, direct, or coordinate the activities of buyers, purchasing officers, and related workers involved in purchasing materials, products, and services. Includes wholesale or retail trade merchandising managers and procurement managers.
11-3071	Transportation, Storage, and Distribution Managers - Plan, direct, or coordinate transportation, storage, or distribution activities in accordance with organizational policies and applicable government laws or regulations. Includes logistics managers.
11-3121	Human Resources Managers - Plan, direct, or coordinate human resources activities and staff of an organization. Excludes managers who primarily focus on compensation and benefits (11-3111) and training and development (11-3131).
11-3131	Training and Development Managers - Plan, direct, or coordinate the training and development activities and staff of an organization.
11-9013	Farmers, Ranchers, and other Agricultural Managers - Plan, direct, or coordinate the management or operation of farms, ranches, greenhouses, aquacultural operations, nurseries, timber tracts, or other agricultural establishments. May hire, train, and supervise farm workers or contract for services to carry out the day-to-day activities of the managed operation. May engage in or supervise planting, cultivating, harvesting, and financial and marketing activities. Excludes “First-Line Supervisors of Farming, Fishing, and Forestry Workers” (45-1011).
11-9021	Construction Managers - Plan, direct, or coordinate, usually through subordinate supervisory personnel, activities concerned with the construction and maintenance of structures, facilities, and systems. Participate in the conceptual development of a construction project and oversee its organization, scheduling, budgeting, and implementation. Includes managers in specialized construction fields, such as carpentry or plumbing.
11-9033	Education Administrators, Postsecondary - Plan, direct, or coordinate research, instructional, student administration and services, and other educational activities at postsecondary institutions, including universities, colleges, and junior and community colleges.
11-9039	Education Administrators, All Other - All education administrators not listed separately.
11-9081	Lodging Managers - Plan, direct, or coordinate activities of an organization or department that provides lodging and other accommodations. Excludes "Food Service Managers" (11-9051) in lodging establishments.
11-9111	Medical and Health Services Managers - Plan, direct, or coordinate medical and health services in hospitals, clinics, managed care organizations, public health agencies, or similar organizations.
11-9141	Property, Real Estate, and Community Association Managers - Plan, direct, or coordinate the selling, buying, leasing, or governance activities of commercial, industrial, or residential real estate properties. Includes managers of homeowner and condominium associations, rented or leased housing units, buildings, or land (including rights-of-way).

Labor ID #	**Manager Group 4**
81	Junior Manager Group 4
82	Journeyman Manager Group 4
83	Senior Manager Group 4
84	SME - Manager Group 4
SOC No.	**SOC Titles and Functional Descriptions**
11-9031	Education Administrators, Preschool and Childcare Center/Program - Plan, direct, or coordinate the academic and nonacademic activities of preschool and childcare centers or programs. Excludes "Preschool Teachers" (25-2011).
11-9051	Food Service Managers - Plan, direct, or coordinate activities of an organization or department that serves food and beverages. Excludes "Chefs and Head Cooks" (35-1011).
11-9131	Postmasters and Mail Superintendents - Plan, direct, or coordinate operational, administrative,

	management, and supportive services of a U.S. post office; or coordinate activities of workers engaged in postal and related work in assigned post office.
11-9151	Social and Community Service Managers - Plan, direct, or coordinate the activities of a social service program or community outreach organization. Oversee the program or organization's budget and policies regarding participant involvement, program requirements, and benefits. Work may involve directing social workers, counselors, or probation officers.
11-9161	Emergency Management Directors - Plan and direct disaster response or crisis management activities, provide disaster preparedness training, and prepare emergency plans and procedures for natural (e.g., hurricanes, floods, earthquakes), wartime, or technological (e.g., nuclear power plant emergencies or hazardous materials spills) disasters or hostage situations.

Labor ID #	**Scientists and Science Technicians Group 1**
85	Junior Scientists and Science Technicians Group 1
86	Journeyman Scientists and Science Technicians Group 1
87	Senior Scientists and Science Technicians Group 1
88	SME - Scientists and Science Technicians Group 1
SOC No.	**SOC Title and Functional Description**
19-1042	Medical Scientists, except Epidemiologists - Conduct research dealing with the understanding of human diseases and the improvement of human health. Engage in clinical investigation, research and development, or other related activities. Includes physicians, dentists, public health specialists, pharmacologists, and medical pathologists who primarily conduct research. Practitioners who primarily provide medical or dental care or dispense drugs are included in "Health Diagnosing and Treating Practitioners" (29-1000).

Labor ID #	**Scientists and Science Technicians Group 2**
89	Junior Scientists and Science Technicians Group 2
90	Journeyman Scientists and Science Technicians Group 2
91	Senior Scientists and Science Technicians Group 2
92	SME - Scientists and Science Technicians Group 2
SOC No.	**SOC Titles and Functional Descriptions**
19-1011	Animal Scientist - Conduct research in the genetics, nutrition, reproduction, growth, and development of domestic farm animals.
19-1021	Biochemists and Biophysicists - Study the chemical composition or physical principles of living cells and organisms, their electrical and mechanical energy, and related phenomena. May conduct research to further understanding of the complex chemical combinations and reactions involved in metabolism, reproduction, growth, and heredity. May determine the effects of foods, drugs, serums, hormones, and other substances on tissues and vital processes of living organisms.
19-2012	Physicists - Conduct research into physical phenomena, develop theories on the basis of observation and experiments, and devise methods to apply physical laws and theories. Excludes "Biochemists and Biophysicists" (19-1021).
19-2042	Geoscientists, except Hydrologists and Geographers - Study the composition, structure, and other physical aspects of the Earth. May use geological, physics, and mathematics knowledge in exploration for oil, gas, minerals, or underground water; or in waste disposal, land reclamation, or other environmental problems. May study the Earth's internal composition, atmospheres, oceans, and its magnetic, electrical, and gravitational forces. Includes mineralogists, crystallographers, paleontologists, stratigraphers, geodesists, and seismologists.

Labor ID #	**Scientists and Science Technicians Group 3**
93	Junior Scientists and Science Technicians Group 3
94	Journeyman Scientists and Science Technicians Group 3
95	Senior Scientists and Science Technicians Group 3
96	SME - Scientists and Science Technicians Group 3
SOC No.	**SOC Titles and Functional Descriptions**
19-1023	Zoologist and Wildlife Biologist - Study the origins, behavior, diseases, genetics, and life processes of

	animals and wildlife. May specialize in wildlife research and management. May collect and analyze biological data to determine the environmental effects of present and potential use of land and water habitats.
19-1029	Biological Scientists, all other - All biological scientists not listed separately.
19-1099	Life Scientists, all other - All life scientists not listed separately.
19-2011	Astronomers - Observe, research, and interpret astronomical phenomena to increase basic knowledge or apply such information to practical problems.
19-2031	Chemists - Conduct qualitative and quantitative chemical analyses or experiments in laboratories for quality or process control or to develop new products or knowledge. Excludes "Geoscientists, Except Hydrologists and Geographers" (19-2042) and "Biochemists and Biophysicists" (19-1021).
19-2041	Environmental Scientists and Specialists, Including Health - Conduct research or perform investigation for the purpose of identifying, abating, or eliminating sources of pollutants or hazards that affect either the environment or the health of the population. Using knowledge of various scientific disciplines, may collect, synthesize, study, report, and recommend action based on data derived from measurements or observations of air, food, soil, water, and other sources. Excludes "Zoologists and Wildlife Biologists" (19-1023), "Conservation Scientists" (19-1031), "Forest and Conservation Technicians" (19-4093), "Fish and Game Wardens" (33-3031), and "Forest and Conservation Workers" (45-4011).
19-2043	Hydrologists - Research the distribution, circulation, and physical properties of underground and surface waters; and study the form and intensity of precipitation, its rate of infiltration into the soil, movement through the earth, and its return to the ocean and atmosphere.
19-2099	Physical Scientists, All Other - All physical scientists not listed separately.
19-3011	Economists - Conduct research, prepare reports, or formulate plans to address economic problems related to the production and distribution of goods and services or monetary and fiscal policy. May collect and process economic and statistical data using sampling techniques and econometric methods. Excludes "Market Research Analysts and Marketing Specialists" (13-1161).
19-3032	Industrial-Organizational Psychologists - Apply principles of psychology to human resources, administration, management, sales, and marketing problems. Activities may include policy planning; employee testing and selection, training and development; and organizational development and analysis. May work with management to organize the work setting to improve worker productivity.
19-3039	Psychologists, all other - All psychologists not listed separately.
19-3041	Sociologists - Study human society and social behavior by examining the groups and social institutions that people form, as well as various social, religious, political, and business organizations. May study the behavior and interaction of groups, trace their origin and growth, and analyze the influence of group activities on individual members.
19-3092	Geographers - Study the nature and use of areas of the Earth's surface, relating and interpreting interactions of physical and cultural phenomena. Conduct research on physical aspects of a region, including land forms, climates, soils, plants, and animals, and conduct research on the spatial implications of human activities within a given area, including social characteristics, economic activities, and political organization, as well as researching interdependence between regions at scales ranging from local to global.
19-3094	Political Scientists - Study the origin, development, and operation of political systems. May study topics, such as public opinion, political decision-making, and ideology. May analyze the structure and operation of governments, as well as various political entities. May conduct public opinion surveys, analyze election results, or analyze public documents. Excludes "Survey Researchers" (19-3022).
19-4041	Geological and Petroleum Technicians - Assist scientists or engineers in the use of electronic, sonic, or nuclear measuring instruments in both laboratory and production activities to obtain data indicating potential resources such as metallic ore, minerals, gas, coal, or petroleum. Analyze mud and drill cuttings. Chart pressure, temperature, and other characteristics of wells or bore holes. Investigate and collect information leading to the possible discovery of new metallic ore, minerals, gas, coal, or petroleum deposits.
19-4051	Nuclear Technicians - Assist nuclear physicists, nuclear engineers, or other scientists in laboratory or production activities. May operate, maintain, or provide quality control for nuclear testing and research equipment. May monitor radiation.

Labor ID #	Scientists and Science Technicians Group 4
97	Junior Scientists and Science Technicians Group 4
98	Journeyman Scientists and Science Technicians Group 4
99	Senior Scientists and Science Technicians Group 4
100	SME - Scientists and Science Technicians Group 4
SOC No.	**SOC Titles and Functional Descriptions**
19-1012	Food Scientists and Technologists - Use chemistry, microbiology, engineering, and other sciences to study the principles underlying the processing and deterioration of foods; analyze food content to determine levels of vitamins, fat, sugar, and protein; discover new food sources; research ways to make processed foods safe, palatable, and healthful; and apply food science knowledge to determine best ways to process, package, preserve, store, and distribute food.
19-1013	Soil and Plant Scientist - Conduct research in breeding, physiology, production, yield, and management of crops and agricultural plants or trees, shrubs, and nursery stock, their growth in soils, and control of pests; or study the chemical, physical, biological, and mineralogical composition of soils as they relate to plant or crop growth. May classify and map soils and investigate effects of alternative practices on soil and crop productivity.
19-1022	Microbiologists - Investigate the growth, structure, development, and other characteristics of microscopic organisms, such as bacteria, algae, or fungi. Includes medical microbiologists who study the relationship between organisms and disease or the effects of antibiotics on microorganisms.
19-1031	Conservation Scientist - Manage, improve, and protect natural resources to maximize their use without damaging the environment. May conduct soil surveys and develop plans to eliminate soil erosion or to protect rangelands. May instruct farmers, agricultural production managers, or ranchers in best ways to use crop rotation, contour plowing, or terracing to conserve soil and water; in the number and kind of livestock and forage plants best suited to particular ranges; and in range and farm improvements, such as fencing and reservoirs for stock watering. Excludes "Zoologists and Wildlife Biologists" (19-1023) and "Foresters" (19-1032).
19-1041	Epidemiologists - Investigate and describe the determinants and distribution of disease, disability, or health outcomes. May develop the means for prevention and control.
19-2021	Atmospheric and Space Scientists - Investigate atmospheric phenomena and interpret meteorological data, gathered by surface and air stations, satellites, and radar to prepare reports and forecasts for public and other uses. Includes weather analysts and forecasters whose functions require the detailed knowledge of meteorology.
19-2032	Materials Scientists - Research and study the structures and chemical properties of various natural and synthetic or composite materials, including metals, alloys, rubber, ceramics, semiconductors, polymers, and glass. Determine ways to strengthen or combine materials or develop new materials with new or specific properties for use in a variety of products and applications. Includes glass scientists, ceramic scientists, metallurgical scientists, and polymer scientists.
19-3022	Survey Researchers - Plan, develop, or conduct surveys. May analyze and interpret the meaning of survey data, determine survey objectives, or suggest or test question wording. Includes social scientists who primarily design questionnaires or supervise survey teams. Excludes "Market Research Analysts and Marketing Specialists" (13-1161) and "Statisticians" (15-2041).
19-3031	Clinical, Counseling, and School Psychologists - Diagnose and treat mental disorders; learning disabilities; and cognitive, behavioral, and emotional problems, using individual, child, family, and group therapies. May design and implement behavior modification programs.
19-3051	Urban and Regional Planners - Develop comprehensive plans and programs for use of land and physical facilities of jurisdictions, such as towns, cities, counties, and metropolitan areas.
19-3091	Anthropologists and Archeologists - Study the origin, development, and behavior of human beings. May study the way of life, language, or physical characteristics of people in various parts of the world. May engage in systematic recovery and examination of material evidence, such as tools or pottery remaining from past human cultures, in order to determine the history, customs, and living habits of earlier civilizations.
19-3099	Social Scientists and Related Workers, all other - All social scientists and related workers not listed separately.
19-4061	Social Science Research Assistants - Assist social scientists in laboratory, survey, and other social science research. May help prepare findings for publication and assist in laboratory analysis, quality

	control, or data management. Excludes "Graduate Teaching Assistants" (25-1191).
19-4092	Forensic Science Technicians - Collect, identify, classify, and analyze physical evidence related to criminal investigations. Perform tests on weapons or substances, such as fiber, hair, and tissue to determine significance to investigation. May testify as expert witnesses on evidence or crime laboratory techniques. May serve as specialists in area of expertise, such as ballistics, fingerprinting, handwriting, or biochemistry.
19-4099	Life, Physical, and Social Science Technicians, all other - All life, physical, and social science technicians not listed separately.

Labor ID #	Scientists and Science Technicians Group 5
101	Junior Scientists and Science Technicians Group 5
102	Journeyman Scientists and Science Technicians Group 5
103	Senior Scientists and Science Technicians Group 5
104	SME - Scientists and Science Technicians Group 5
SOC No.	**SOC Titles and Functional Descriptions**
19-1032	Foresters - Manage public and private forested lands for economic, recreational, and conservation purposes. May inventory the type, amount, and location of standing timber, appraise the timber's worth, negotiate the purchase, and draw up contracts for procurement. May determine how to conserve wildlife habitats, creek beds, water quality, and soil stability, and how best to comply with environmental regulations. May devise plans for planting and growing new trees, monitor trees for healthy growth, and determine optimal harvesting schedules.
19-3093	Historians - Research, analyze, record, and interpret the past as recorded in sources, such as government and institutional records, newspapers and other periodicals, photographs, interviews, films, electronic media, and unpublished manuscripts, such as personal diaries and letters.
19-4011	Agricultural and Food Science Technicians - Work with agricultural and food scientists in food, fiber, and animal research, production, and processing; and assist with animal breeding and nutrition. Conduct tests and experiments to improve yield and quality of crops or to increase the resistance of plants and animals to disease or insects. Includes technicians who assist food scientists or technologists in the research and development of production technology, quality control, packaging, processing, and use of foods.
19-4021	Biological Technicians - Assist biological and medical scientists in laboratories. Set up, operate, and maintain laboratory instruments and equipment, monitor experiments, make observations, and calculate and record results. May analyze organic substances, such as blood, food, and drugs.
19-4031	Chemical Technicians - Conduct chemical and physical laboratory tests to assist scientists in making qualitative and quantitative analyses of solids, liquids, and gaseous materials for research and development of new products or processes, quality control, maintenance of environmental standards, and other work involving experimental, theoretical, or practical application of chemistry and related sciences.
19-4091	Environmental Science and Protection Technicians, including Health - Perform laboratory and field tests to monitor the environment and investigate sources of pollution, including those that affect health, under the direction of an environmental scientist, engineer, or other specialist. May collect samples of gases, soil, water, and other materials for testing.
19-4093	Forest and Conservation Technicians - Provide technical assistance regarding the conservation of soil, water, forests, or related natural resources. May compile data pertaining to size, content, condition, and other characteristics of forest tracts, under the direction of foresters; or train and lead forest workers in forest propagation, fire prevention and suppression. May assist conservation scientists in managing, improving, and protecting rangelands and wildlife habitats. Excludes "Conservation Scientists" (19-1031) and "Foresters" (19-1032).