AMIS

AUTOMATED MOVEMENT AND IDENTIFICATION SOLUTIONS

Automatic Identification Technology (AIT-IV) Contracts

Army Contracting Command Rock Island (ACC-RI) Ordering Procedures

05 December 2012

US ARMY PEO EIS

PEO Enterprise Information Systems

Topics

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Contracts

Multiple Award, Indefinite-Delivery/Indefinite-Quantity (IDIQ)

- W91QUZ-09-D-0041, Northrop Grumman Information Technology, Inc.
- W91QUZ-09-D-0042, CDO Technologies, Inc.
- W91QUZ-09-D-0043, Lowry Computer Products, Inc.
- W91QUZ-09-D-0044, Intermec Technologies Corporation

Army Contracting Command – Rock Island

Scope

Contract Part D

The scope includes AIT-IV hardware, software, documentation, and incidental services (i.e., training, warranty, maintenance services, and Technical Engineering Services (TES)) for DOD, US Coast Guard, other Federal agencies, NATO, Coalition Partners, and other Foreign Military Sales.

Contract Line Item Numbers

Contract Part B

CLIN: Item	Pricing	Applicable Provisions
0001: Hand Held Barcode Terminals with Software and Documentation 0005: Barcode Imagers/Scanners 0009: Barcode Printers 0015: Wireless Radio Frequency Data Communications 0019: Contact Memory Buttons 0021: IUID Marking Equipment and Verifiers 0023: Transit Cases And Transit Case Configurations 0023DA: Small Arms Room Transit Case Group 0031: Software (Various types) 0069: Training 0081: Maintenance Services	NTE Contract FFP	Part C-1-1(j)
0063: TES, to include travel and per diem (turn-key orders will be processed as TES orders)	Negotiated FFP	Part C-1-1(k)
0023: Incidental Materials to complete installation (NTE $50K)		Part C-1-1(l)
0040: Expedited Delivery		Part C-1-1(ag)

Contract and Ordering Periods

Contract Part C-1-1(c) and (g)

	Base Period	Optional Ordering Period
Timeframe:	3 years from date in Notice to Proceed	2 years from expiration of base period
What may be ordered:	Hardware Software Documentation Tags (i.e., consumables) Training TES	5 years of Maintenance after the end of the ordering period

Minimum/Maximum Amounts

Contract Part C-1-1(e)

Per Order

- (a) Minimum Order... less than $300 for monthly maintenance, $50 for all other products and services ...
- (b) Maximum order....
  - (1)...single item in excess of $5 million
  - (2)...combination of items in excess of $10 million
  - (3)...series of orders from the same ordering office within three days that together call for quantities exceeding the limitation in paragraph (b)(1) and (2) (d)...Contractor shall honor any order exceeding the maximum order limitation in paragraph (b), unless that order (or orders) is returned to the ordering office within five days after issuance...

Orders

Contract Part C-1-1(h)

- Orders may be placed by any authorized Federal:
  - Contracting Officer
  - Authorized Government credit card holder
- Orders must comply with contract T&Cs
- Orders shall be sent to Service/Agency COPO for verification/validation and assignment of a Unique Control Number (UCN)
- Depending on type and dollar value of the order it may be placed directly with the contractor or competed amongst all contractors
- COPO will send orders to the Contractor

Fair Opportunity

Contract Part C-1-1(i)

Value of Order	Fair Opportunity Requirements (unless an exemption applies)
$3K and under	Fair opportunity requirements does not apply; may place order directly with any contractor.
>$3K and not >$150K	• All contractors must have fair opportunity to be considered. • Need not contact all contractors if there is information to make a selection decision based on the source selection criteria • However, if order contains TES the Ordering Contracting Officer must issue a proposal request to all contractors IAW Contract Part C-1-1(k)
>$150K	• If DOD order: Must be placed competitively; i.e., must issue proposal request to ALL contractors, which includes: – Description of supplies and/or services (if TES, include SOO, PWS, or SOR) and – Source selection criteria • If non-DOD order: Must be placed IAW specific agency procedures

Fair Opportunity Exemptions

Contract Part C-1-1(i)

Applicable Exemptions to Fair Opportunity Requirements (FAR 16.505(b)(2).
Only one awardee is capable of providing the supplies or services required at the level of quality required because the supplies or services ordered are unique or highly specialized.
The order must be issued on a sole-source basis in the interest of economy and efficiency as a logical follow-on to an order already issued under the contract, provided that all awardees were given a fair opportunity to be considered for the original order.
Agency need for the supplies or services is so urgent that providing a fair opportunity would result in unacceptable delays.

Orders >$150K that do not provide fair opportunity shall be publicized by the Contracting Officer (FAR 16.505(b)(2)(ii)(D)

Fair Opportunity Questions or Concerns

Contract Part C-1-1(i)

PCO and Ombudsman review concerns, issue, complaints, and inquires from contractors to ensure that all contractors are afforded a fair opportunity to be considered for each order, consistent with the procedures of the contract

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(309) 782-5096

Army Contracting Command – Rock Island Ombudsman
1 Rock Island Arsenal
Rock Island IL 61299-8000
(309) 782-2706

Delivery Order (DO) and Task Order (TO) Request Packages

Contract Part C-1-1(i)

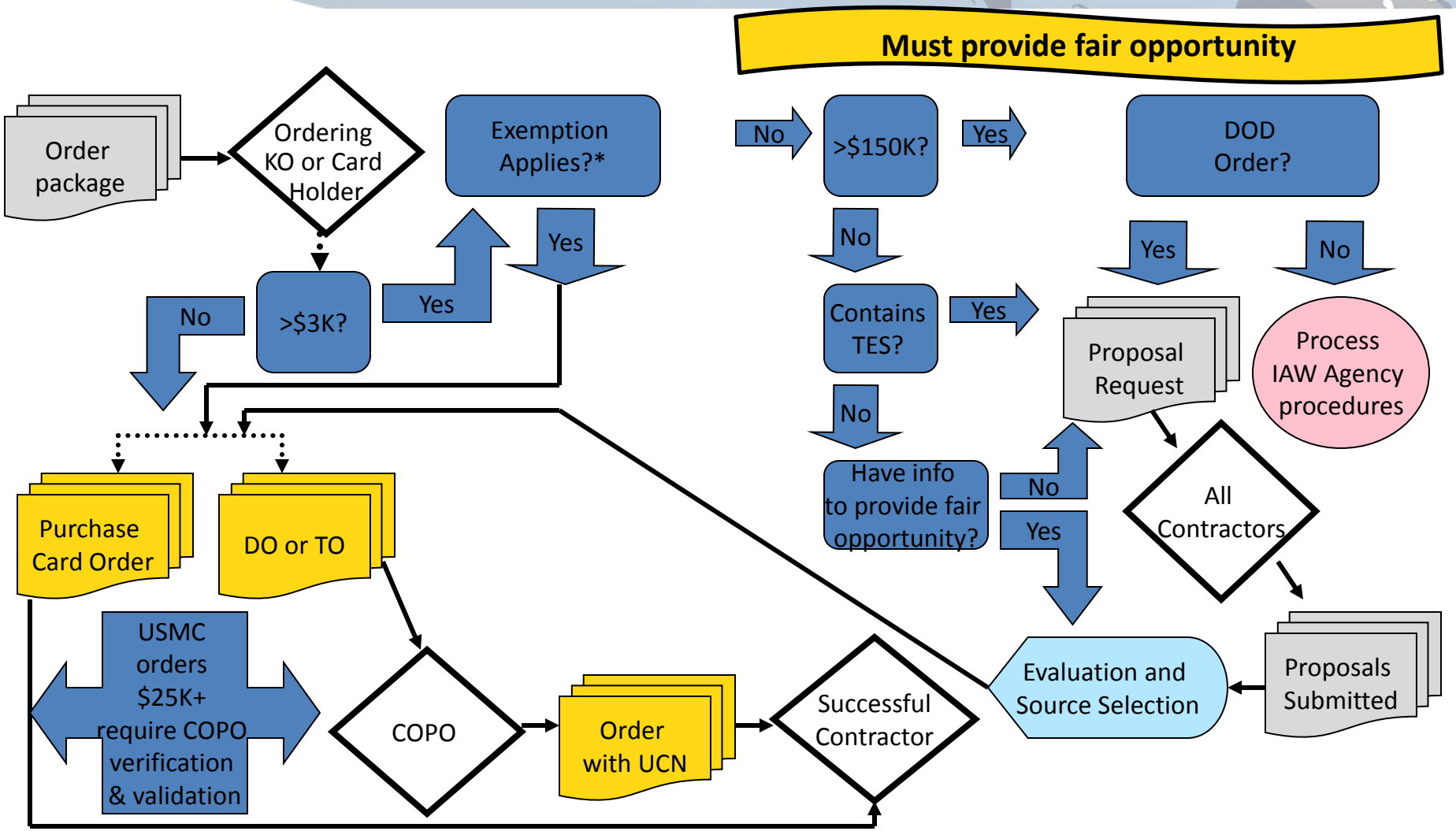
- **Funding document**
- **Description of required supplies and/or services***

  **for TES, must include SOO, PWS, or SOR*
- **For fair opportunity orders only:**
  - Independent Government Estimate (using contract prices)
  - Recommended basis of the award
  - Recommended source selection criteria and ranking*

    **must consider Price, should consider Past Performance, may consider other factors (e.g., Technical, Management, Small Business Participation)*
- **For orders subject to an exemption**
  - If not > $150K: Rationale for applying exemption; no special format
  - If order is > $150K: Limited Sources J&A (FAR 8.405-6) or agency format (if non-DOD)

Orders >$150K that do not provide fair opportunity shall be publicized by the Contracting Officer (FAR 16.505(b)(2)(ii)(D)

Ordering Process



***See documentation requirements at C-1-1(i)1 and 2.**

Government Contractors' Use of the Contracts

Contract Part C-1-1(n)

- Contracting officers may authorize contractors to place orders for supplies and services required in performance of a Government contract:
  - Contractor must send request, including order, through contracting officer to the PCO
  - PCO must approve request
- Government contractors must comply with fair opportunity requirements in contract
- Government contractors authorized by the PCO to purchase from the contract can order directly from the AIT-IV vendors and are not required to obtain a UCN from the COPO as described in Slide 8

Delivery Requirements

Contract Part C-1-1(f)

Supplies/Services	Delivery/Period Of Performance
Hardware/Software	Normal: Within 45 days after date of order, unless later delivery is identified on the order Expedited: Within 7 (CONUS) or 14 days (OCONUS) after date of order
TES, Training, and Maintenance	Period of Performance identified in order

Inspection/Acceptance

Contract Part C-1(a)

- **Orders for supplies only**: inspection and acceptance is to be performed at origin by Defense Contract Management Agency (DCMA)
  - DCMA is designated to administer these contracts and FAR Clause 52.212-4 is tailored in the contract citing that DCMA shall perform inspection **AND** acceptance of the supplies at origin.
  - Contracts funded with DOD funds that are assigned to DCMA for contract administration must use the designated Defense Finance and Accounting Service (DFAS) payment office. As specified in and according to the Federal Directory of Contract Administration Services (CAS) Components; DFARS 242.302(a)(13); and the procedures at PGI 242.302(a)(13)(B)(1)(i).
    - NOTE: There is a different DCMA and DFAS office for each of the AIT-IV vendors depending on where the vendor's are located which is identified in each conformed contract. See SF1449 BLOCK 16 and BLOCK 18a .

For more information see DCMA Contract Administration Services Directory (CASD) at: https://pubapp.dcma.mil/CASD/welcome.do

- **All other orders**: inspection and acceptance is to be performed at destination by using activity representative named in order

Invoicing and Billing

- Orders will list billing and payment offices
- Refer to the contract parts
  - C-1(g), Invoice
  - C-1(i), Payment
  - DD 1449, Block 18a

Payment Office for each contract is listed in Block 18a of the Continuation of SF 1449

Function/Authority of Government Personnel

ACC-RI

PCO

and Contract Specialist(s) are responsible for managing the *contracts*:

- Process Contract Change Proposals (CCPs) submitted IAW Contract Part C-1-1(q)
- Negotiate contract modifications

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Contracting Officer Rep (COR)
Acts per COR designation

Ordering Office

Ordering Contracting Officer and Contract Specialist are responsible for issuing/ modifying/managing the *order*

Only the ACC-RI PCO can modify the base contract prices and terms and conditions.

When in doubt on who is responsible in a specific matter, send to the PCO and copy the Contract Specialist in the PCO office and the COR.

Routing of Correspondence

Contract Part C-1-1(z) and (aa)

Type of Correspondence	Send via email to:	Email Addresses Located at:
CCPs General correspondence related to contract	PCO with copies to: – Contract Specialist – COR (Tech POC)	Provided by email to contractors and posted on https://www.ait.army.mil/
Correspondence related to orders	Order Contracting Officer or as otherwise appropriate/ designated	Order/modification

When in doubt, send correspondence to the PCO and copy the Contract Specialist in the PCO office and COR.

Per Contract C-1-1(z)10 and (aa)4: The contract number and order number (if applicable) and project name "AIT IV" shall be in the subject line on all email communications.

AIT-IV Points of Contact

- **AIT-IV COR:** (703) 545-3002
  Email
- **AIT-IV Engineer:** (703) 545-2991
  Email

Current Technology Substitutions And Additions

Contract Part C-1-1(p)

- Assures state-of-the-art technology
  - Substitutions: Same or greater performance for same or lesser price
  - Additions: New functionality at negotiated price*
- Must be within general contract scope
- Contractor responsible for managing and proposing additions in timely manner to allow time for Government review

AMIS
AUTOMATED MOVEMENT AND IDENTIFICATION SOLUTIONS

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