

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 117	
2. CONTRACT NO.		3. SOLICITATION NO. W81XWH-09-R-0041	4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5. DATE ISSUED 22 Sep 2009	6. REQUISITION/PURCHASE NO. W74MYF9218N492		
7. ISSUED BY USA MED RESEARCH ACQ ACTIVITY 820 CHANDLER ST FORT DETRICK MD 21702-5014			CODE W81XWH	8. ADDRESS OFFER TO (If other than Item 7) USA MED RESEARCH ACQ ACTIVITY ATTN: DANA HERNDON 301-619-7140 DANA.HERNDON@US.ARMY.MIL FORT DETRICK MD 21702		CODE W81XWH	TEL: FAX:

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and 5 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in 820 Chandler St., Fort Detrick until 03:00 PM local time 06 Nov 2009
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION	A. NAME DANA HERNDON	B. TELEPHONE (Include area code) (NO COLLECT CALLS) 301-619-7140	C. E-MAIL ADDRESS dana.hemdon@us.army.mil
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OFFER (Must be fully completed by)

NOTE: Item 12 does not apply if the solicitation includes the **offeror** at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)			
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):		AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
15B. TELEPHONE NO (Include area code)	<input type="checkbox"/>	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.	17. SIGNATURE
			18. OFFER DATE

AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)() <input type="checkbox"/> 41 U.S.C. 253(c)()	23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)	ITEM
24. ADMINISTERED BY (If other than Item 7) CODE	25. PAYMENT WILL BE MADE BY CODE	
26. NAME OF CONTRACTING OFFICER (Type or print) TEL: EMAIL:	27. UNITED STATES OF AMERICA (Signature of Contracting Officer)	28. AWARD DATE

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

Section A - Solicitation/Contract Form

ADDITIONAL INFORMATION

PROJECT TITLE: Overseas Support Activities for U.S. Army Medical Research Unit – Kenya, Department of Defense Global Emerging Infections System (DoD-GEIS) Program

The requirement is a Performance-Based Service.

The solicitation shall result in a Cost Reimbursement contract.

The period of performance shall be a one-year base period with four (4) one-year option periods.

Award shall be made on a Best Value basis.

HISTORICAL INFORMATION:

Current Contract: **W81XWH-06-C-0414**

Current Contractor: Henry M. Jackson Foundation for the Advancement of Military Medicine

Contract Type: Cost-Plus-Fixed-Fee

Period of Performance: **20 September 2006 to 31 December 2009**

Total Contract Amount: \$27,096,411.74 of which \$5,873,075.73 was for work performed for the U.S. Army Medical Research Unit – Kenya

SOLICITATION QUESTIONS:

Questions concerning this Request for Proposal are due no later than Noon, 12:00 p.m., Eastern Time, on **6 October 2009**. Questions shall be submitted to dana.herndon@us.army.mil by this closing date and time. No questions will be addressed after this cutoff period. Telephone inquiries will NOT be entertained. Offerors shall submit one set of questions only; multiple emails shall not be accepted. An Amendment to the solicitation will be submitted addressing the answers.

FREEDOM OF INFORMATION ACT (FOIA) INQUIRIES RELATED TO THE CURRENT CONTRACT SHOULD BE DIRECTED TO:

Mrs. Nancy Gaynor
U.S. Army Medical Research Acquisition Activity
ATTN: MCMR-AAP-A
820 Chandler Street
Fort Detrick, MD 21702-5014

E-mail: nancy.gaynor@us.army.mil
Telephone: 301-619-2389

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	<p>Uganda Activity Support - Base Yr. CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.</p>				
	<p>If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.</p>				
	<p>FOB: Destination MILSTRIP: W74MYF9218N492 PURCHASE REQUEST NUMBER: W74MYF9218N492</p>				
				ESTIMATED COST	
				FIXED FEE	
				TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Cameroon Activity Support - Base Yr. CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003	Cameroon GVFI Activity Support - Base Yr CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

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FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0004	<p>Tanzania Activity Support - Base Yr. CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.</p> <p>If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.</p> <p>FOB: Destination MILSTRIP: W74MYF9218N492</p>				
				ESTIMATED COST	
				FIXED FEE	
				TOTAL EST COST + FEE	

ESTIMATED COST
 FIXED FEE
 TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0005	Kenya Activity Support - Base Yr. CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0006	Surge Activity Support - Base Yr. CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

NOTE TO OFFEROR: DO NOT PRICE. NOT TO EXCEED \$636,000. TO BE NEGOTIATED AS NEEDED IN ACCORDANCE WITH PROPOSED RATES INCLUSIVE OF INDIRECT RATES AND ANY FEES.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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0007	Contractor Manpower Reporting - Base Yr. FFP	1	Each		
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Input of the Accounting for Contract Services information in the website operated and maintained by the Assistant Secretary of the Army (Manpower & Reserve Affairs). See the "Contractor Manpower Reporting" clause in this solicitation for specific reporting information. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

The Unit Identification Codes (UICs) and DODAACs for each activity for which reporting is required will be provided at time of award.

NOTE 1: CMR Reporting Certification: Contractor shall provide evidence of compliance with the CMR requirement no later than 30 November of each year. Failure to provide proof of compliance may result in a negative rating on your annual past performance report.

NOTE 2: Price associated with the one-time set-up may be included in this CLIN only.

FOB: Destination
MILSTRIP: W74MYF9218N492

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001 OPTION	Uganda Activity Support - Opt. 1 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1002 OPTION	Cameroon Activity Support - Opt. 1 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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1003
OPTION

Cameroon GVFI Activity Support - Opt. 1
CPFF

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST

FIXED FEE

TOTAL EST COST + FEE



ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1004 OPTION	Tanzania Activity Support - Opt. 1 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1005 OPTION	Kenya Activity Support - Opt. 1 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1006 OPTION	Surge Activity Support - Opt. 1 CPFF				
	Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

NOTE TO OFFEROR: DO NOT PRICE. NOT TO EXCEED \$636,000. TO BE NEGOTIATED AS NEEDED IN ACCORDANCE WITH PROPOSED RATES INCLUSIVE OF INDIRECT RATES AND ANY FEES.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1007		1	Each		
OPTION	Contractor Manpower Reporting - Opt. 1				

FFP

Input of the Accounting for Contract Services information in the website operated and maintained by the Assistant Secretary of the Army (Manpower & Reserve Affairs). See the "Contractor Manpower Reporting" clause in this solicitation for specific reporting information. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

The Unit Identification Codes (UICs) and DODAACs for each activity for which reporting is required will be provided at time of award.

NOTE 1: CMR Reporting Certification: Contractor shall provide evidence of compliance with the CMR requirement no later than 30 November of each year. Failure to provide proof of compliance may result in a negative rating on your annual past performance report.

NOTE 2: Price associated with the one-time set-up may be included in this CLIN only.

FOB: Destination
MILSTRIP: W74MYF9218N492

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001 OPTION	Uganda Activity Support - Opt. 2 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2002 OPTION	Cameroon Activity Support - Opt. 2 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2003 OPTION	Cameroon GVFI Activity Support - Opt. 2 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2004 OPTION	Tanzania Activity Support - Opt. 2 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2005 OPTION	Kenya Activity Support - Opt. 2 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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2006
OPTION

Surge Activity Support - Opt. 2

CPFF

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

NOTE TO OFFEROR: DO NOT PRICE. NOT TO EXCEED \$636,000. TO BE NEGOTIATED AS NEEDED IN ACCORDANCE WITH PROPOSED RATES INCLUSIVE OF INDIRECT RATES AND ANY FEES.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST

FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2007 OPTION	Contractor Manpower Reporting - Opt. 2 FFP	1	Each		

Input of the Accounting for Contract Services information in the website operated and maintained by the Assistant Secretary of the Army (Manpower & Reserve Affairs). See the "Contractor Manpower Reporting" clause in this solicitation for specific reporting information. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

The Unit Identification Codes (UICs) and DODAACs for each activity for which reporting is required will be provided at time of award.

NOTE 1: CMR Reporting Certification: Contractor shall provide evidence of compliance with the CMR requirement no later than 30 November of each year. Failure to provide proof of compliance may result in a negative rating on your annual past performance report.

NOTE 2: Price associated with the one-time set-up may be included in this CLIN only.

FOB: Destination
MILSTRIP: W74MYF9218N492

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001 OPTION	Uganda Activity Support - Opt. 3 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3002 OPTION	Cameroon Activity Support - Opt. 3 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3003 OPTION	Cameroon GVFI Activity Support - Opt. 3 CPFF				
	Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST

FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3004 OPTION	Tanzania Activity Support - Opt. 3 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

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FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3005 OPTION	Kenya Activity Support - Opt. 3 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

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FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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3006
OPTION

Surge Activity Support - Opt. 3

CPFF

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

NOTE TO OFFEROR: DO NOT PRICE. NOT TO EXCEED \$636,000. TO BE NEGOTIATED AS NEEDED IN ACCORDANCE WITH PROPOSED RATES INCLUSIVE OF INDIRECT RATES AND ANY FEES.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST

FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3007		1	Each		

OPTION

Contractor Manpower Reporting - Opt. 3
FFP

Input of the Accounting for Contract Services information in the website operated and maintained by the Assistant Secretary of the Army (Manpower & Reserve Affairs). See the "Contractor Manpower Reporting" clause in this solicitation for specific reporting information. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

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NOTE 2: Price associated with the one-time set-up may be included in this CLIN only.

FOB: Destination
MILSTRIP: W74MYF9218N492

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001 OPTION	Uganda Activity Support - Opt. 4 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4002 OPTION	Cameroon Activity Support - Opt. 4 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE

TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4003 OPTION	Cameroon GVFI Activity Support - Opt. 4 CPFF				
	Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4004 OPTION	Tanzania Activity Support - Opt. 4 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4005 OPTION	Kenya Activity Support - Opt. 4 CPFF				

Services in accordance with the Performance Work Statement (Section C) of the solicitation.

If the offeror proposes a fixed fee as part of a cost-plus-fixed-fee contract, the resultant amount entered into the contract will be evaluated by the Contract Specialist/Contracting Officer. The amount could be negotiated down/up, depending on the outcome of the negotiations. If the offeror proposes a cost contract versus a cost-plus-fixed-fee contract, the contract will not include a fixed fee in the structure of the contract. Indirect rates will be reflected in the estimated cost proposed by the offeror.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST	
FIXED FEE	
TOTAL EST COST + FEE	<hr/>

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4006 OPTION	Surge Activity Support - Opt. 4 CPFF Services in accordance with the Performance Work Statement (Section C) of the solicitation.				

NOTE TO OFFEROR: DO NOT PRICE. NOT TO EXCEED \$636,000. TO BE NEGOTIATED AS NEEDED IN ACCORDANCE WITH PROPOSED RATES INCLUSIVE OF INDIRECT RATES AND ANY FEES.

FOB: Destination

MILSTRIP: W74MYF9218N492

ESTIMATED COST
FIXED FEE
TOTAL EST COST + FEE

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4007		1	Each		
OPTION	Contractor Manpower Reporting - Opt. 4				

FFP
 Input of the Accounting for Contract Services information in the website operated and maintained by the Assistant Secretary of the Army (Manpower & Reserve Affairs). See the "Contractor Manpower Reporting" clause in this solicitation for specific reporting information. Reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

The Unit Identification Codes (UICs) and DODAACs for each activity for which reporting is required will be provided at time of award.

NOTE 1: CMR Reporting Certification: Contractor shall provide evidence of compliance with the CMR requirement no later than 30 November of each year. Failure to provide proof of compliance may result in a negative rating on your annual past performance report.

NOTE 2: Price associated with the one-time set-up may be included in this CLIN only.

FOB: Destination
 MILSTRIP: W74MYF9218N492

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Section C - Descriptions and Specifications

PERFORMANCE WORK STATEMENT

Overseas Support Activities for U.S. Army Medical Research Unit – Kenya, Department of Defense Global Emerging Infections System (DoD-GEIS) Program

Performance Work Statement

C.1.0 Overview/Scope

The contractor shall provide support to the U.S. Army Medical Research Unit – Kenya (USAMRU-K), Global Emerging Infections System (GEIS) Program. The contractor shall support distinct surveillance, research, capacity building, and response activities in Uganda, Cameroon, Cameroon GVFI, Tanzania, and Kenya or any other sub-Saharan African location in the event of a surge capacity need as directed by the U.S. Government (USG) personnel assigned to USAMRU-K. The contractor shall support and subcontract with specific governmental, para-statal, or non-governmental organizations or entities at each location as directed by this Performance Work Statement (PWS) or as directed by USG personnel assigned to USAMRU-K. These organizations or entities will be referred to as “in-country GEIS partners” for the remainder of this PWS. Extensive and prior professional relationships with these specific in-country GEIS partners are ideal for the assumption of these duties. Specific work objectives and activities at each location are described in this PWS, but additional duties and activities may be added to this PWS under the guidance of the USG personnel assigned to USAMRU-K. Only the Contracting Officer (CO) has the authority to make changes to the contract. The activities are described separately based on the country of operation and are identified by their respective Contract Line Item Number (CLIN). CLIN 0001 will denote Uganda GEIS activities, CLIN 0002 will denote Cameroon GEIS activities, CLIN 0003 will denote Cameroon GVFI activities, CLIN 0004 will denote Tanzania GEIS activities, CLIN 0005 will denote Kenya GEIS activities, and CLIN 0006 will denote any surge capacity and need within the Area of Operation.

C.2.0 Background (State-of-the-Art)

There is currently a large knowledge gap concerning the epidemiology of the circulating strains and character of influenza disease in sub-Saharan Africa as most occurrences of influenza in the region go undetected. There are only a few surveillance studies and outbreak reports in the literature; a finding that stems, in part, from the lower priority given to influenza in comparison to endemic diseases such as malaria and HIV/AIDS. Kenya and other sub-Saharan African countries are plagued by a lack of resources and rudimentary public health infrastructure. Lab facilities are lacking, and the disease reporting systems which do not include influenza are unreliable or do not exist.

Global influenza surveillance is needed to: 1) detect viral antigenic shift and drift; 2) select the appropriate components for inclusion in future influenza vaccines; and 3) detect outbreaks. Most other regions of the world have laboratories and public health agencies that are actively conducting influenza surveillance. However, there has not been any consistent influenza surveillance in sub-Saharan Africa, despite the fact that acute respiratory infections are one of the leading causes of morbidity in Africa.

Most poultry farming in sub-Saharan Africa is free range though there are a few commercial poultry farms near many of the urban centers. Free-range holdings have transmission implications because of a heightened risk of mixing between domestic and wild birds and the lack of a bio-security infrastructure and culture. Many countries in sub-Saharan Africa are considered high risk by the public health community because of the existence of migratory flyways, local wild bird populations, high human population density, unregulated contact between free-range and commercial poultry, and low hygienic standards.

The development of laboratory-based surveillance systems in sub-Saharan African countries to address influenza virus increases these countries' capacities to address other emerging infectious diseases. Building the laboratory and personnel capacity to conduct sentinel and other surveillance for human and avian influenza allows the in-country GEIS partners and the host nation public health community to conduct other surveillance activities for other emerging infections. Likewise, these laboratories and associated program staff have the ability to respond to disease outbreaks from diverse public health threats.

C.2.1 Definitions. Below is a listing of key terms and acronyms used in this PWS.

AFRO	WHO/Regional Office for Africa
AI / PI	Avian Influenza / Pandemic Influenza
BSL-2	Biosafety Level 2
CDC	Center for Disease Control and Prevention
CLIN	Contract Line Item Number
CONUS	Continental United States
CO	Contracting Officer
COR	Contracting Officer's Representative
DoD	Department of Defense
EID	Emerging Infectious Disease
GCP	Good Clinical Practices
GEIS	Global Emerging Infections System
GVFI	Global Viral Forecasting Initiative
HPAI	Highly Pathogenic Avian Influenza
IATA	International Air Transport Association
ILI	Influenza Like Illness
IRB	International Review Board
KEMRI	Kenya Medical Research Institute
KO	Contracting Officer
LPAI	Low Pathogenic Avian Influenza
MDCK	Madin-Darby Canine Kidney
MIDRP	Military Infectious Diseases Research Program
MUSPH	Makerere University School of Public Health
MUWRP	Makerere University Walter Reed Project
NIC	National Influenza Center
NGO	Non Governmental Organization
OCONUS	Outside the Continental United States
QAE	Quality Assurance Evaluator
QA/QC	Quality Assurance/Quality Control
QASP	Quality Assurance Surveillance Plan
PEPFAR	President's Emergency Program for Aids Relief
RT-PCR	Real-Time Polymerase Chain Reaction
TPDF	Tanzania People's Defense Force
UMoH	Uganda Ministry of Health
UoB	University of Buea
USAID	United States Agency for International Development
USAMRAA	United States Army Medical Research Acquisition Activity
USAMRMC	United States Army Medical Research and Materiel Command
USAMRU-K	United States Army Medical Research Unit - Kenya
USG	United States Government
USMHRP	United States Military HIV Research Program
UVRI	Uganda Virus Research Institute
WHO	World Health Organization
WRAIR	Walter Reed Army Institute of Research

C.2.2 GEIS Background

The mission of the GEIS is to conduct surveillance and response to emerging infectious diseases in U.S. military-associated populations as well as foreign military and foreign civilian populations through project-driven proposals which are implemented by its partner institutions and laboratories in the United States and overseas. (<http://www.geis.fhp.osd.mil>)

The GEIS strategic plan is based on the following four goals:

1. Surveillance and detection
2. Response and readiness
3. Integration and innovation
4. Cooperation and capacity building (including training)

The four goals form the pillars of GEIS that give it the ability to recognize and identify emerging diseases that pose a threat to U.S. military readiness or the larger global health community. Although GEIS monitors a number of infectious diseases, the following are priority surveillance conditions:

- Respiratory diseases, especially influenza
- Gastroenteritis syndromes
- Febrile illness syndromes, especially dengue and malaria
- Antimicrobial resistance
- Sexually transmitted infections

C.2.3 USAMRU-K Background

USAMRU-K is a special foreign Activity of the Walter Reed Army Institute of Research (WRAIR), Silver Spring, MD. USAMRU-K, also known in Kenya as the Walter Reed Project, is affiliated through a Cooperative Agreement with the Kenya Medical Research Institute (KEMRI). Beginning in 1969, research has been conducted on influenza, [malaria](#), trypanosomiasis, leishmaniasis, enteric diseases, [entomology](#), [HIV/AIDS](#), rickettsia, rodent-borne viruses, and [arboviruses](#). The U.S. staff at USAMRU-K currently consist of eleven (11) active duty U.S. Army officers and three (3) Department of Defense (DoD) civilian employees. Three hundred fifty (350) Kenyan staff consisting of medical professionals, research scientists, laboratorians, and administrative staff are contracted through KEMRI to support USAMRU-K's infectious disease research and surveillance efforts in Kenya. USAMRU-K operates out of three primary locations, Nairobi, Kisumu, and Kericho. The GEIS and President's Emergency Plan for AIDS Relief (PEPFAR) implementation with the Kenya Ministry of Defense are administered out of Nairobi, the malaria research program and entomology department are conducted in Kisumu, and the U.S. Military HIV Research Program is based in Kericho. Assets and personnel are shared among the USAMRU-K programs to enhance the scope and quality of all medical research and outreach activities.

USAMRU-K is the primary provider of staffing, purchasing, travel, infrastructure, logistics, training, and regulatory support for the USAMRU-K GEIS Program.

C.2.4 USAMRU-K GEIS Program Background

Based in Nairobi, the USAMRU-K GEIS Program's activities include infectious disease surveillance, outbreak response, infrastructure development, and capacity building through education and training initiatives. Surveillance is performed using an extensive multi-site surveillance network in Kenya with clinicians and lab technicians trained on case recruitment and proper specimen handling. Surveillance sites are located primarily in district hospitals in several regions and cover a broad range of Kenyan cultures and environments. Outbreak response is done on a regional basis at the request of regional Ministries of Health or the WHO and is generally conducted as a multi-U.S. agency effort with the CDC-Nairobi. Using this model, GEIS began to expand to Uganda, Cameroon, and Tanzania in 2008. Kenyan staff includes five (5) principal investigators (PIs), twenty-two (22) lab technicians, four (4) administrative staff, and twenty-six (26) field personnel.

The GEIS Program maintains four laboratories.

- Microbiology (enterics), Kericho
- Kenya's National Influenza Center (NIC) with the Kenya Medical Research Institute (KEMRI)
- WHO Regional Reference Laboratory for Arboviruses and Viral Hemorrhagic Fevers
- Malaria Drug Resistance Laboratory, Kisumu

Listed below are descriptions of four of the thirteen active surveillance protocols conducted by the USAMRU-K GEIS Program.

- **Human sentinel influenza surveillance:** Influenza-like illness cases are identified at eight hospitals throughout Kenya and specimens are analyzed at the Kenya National Influenza Center for viral causes of respiratory disease.
- **Assessment of arboviral infection distribution by entomological surveillance:** Mosquitoes and ticks are trapped at ten rural sites throughout Kenya, tested for known and novel arboviruses, and mapped to identify risk exposure to humans.
- **Malaria drug resistance surveillance:** Malarious specimens are collected and tested by *in-vitro* drug sensitivity screening and genotyping with known codon mutation detection. This technique predicts *in-vivo* activity and allows the monitoring of the emergence of resistance patterns.
- **Risk mapping of Leishmaniasis for the Horn of Africa region:** Sand fly collections and testing in collaboration with NAMRU-3, Egypt in target risk areas identified by the Combined Joint Task Force – Horn of Africa.

The primary contractor activity described in Paragraphs C.6 and denoted as CLIN 0004 is the support and maintenance of the position holder, title: GEIS Kenya Program Manager. This person has been identified and hired.

C.2.5 Uganda GEIS Activity Background

The primary in-country GEIS partner in Uganda is the Makerere University Walter Reed Project (MUWRP). MUWRP is a non-governmental, not-for-profit partnership between Makerere University and the U.S. Military HIV Research Program (USMHRP) and was established in 2002 for the primary purpose of HIV vaccine development and the building of vaccine testing capability in Uganda. In 2007, MUWRP expanded its portfolio to include Avian Influenza surveillance. The MUWRP Avian Influenza/Pandemic Influenza (AI/PI) program collaborates with the Makerere University, Faculty of Veterinary Medicine (VetMed) and School of Public Health, the Uganda Ministry of Health (UMoH), Nature Uganda, Centers for Disease Control (CDC) - Uganda, and the U.S. Agency for International Development (USAID).

Previous GEIS funding has concentrated on building laboratory assets. The AI/PI laboratory facilities currently include a 130m² of laboratory space including office space which has been newly renovated to biosafety level two (BSL-2) at the Faculty of VetMed, Makerere University. Human influenza sample collections have begun at two locations near Kampala, and nasopharyngeal specimens are currently screened by regular RT-PCR. The VetMed laboratory also has virus isolation and immunofluorescence capability and Hemagglutination Inhibition Assay (HAI) capacity for the subtyping of isolates. This work will be shifted to a new BSL-2 facility at Uganda Virus Research Institute (UVRI) which will be ready in 2009. The construction of this new UVRI laboratory was funded through GEIS and will be designated by the UMoH and the WHO as the Uganda NIC.

In partnership with Nature Uganda, MUWRP also collects avian specimens for influenza testing. The study population includes waterfowls and associated birds, domestic poultry, and swine at selected sites. Surveillance has primarily targeted bird species: 1) suspected to have been infected with influenza A, H5N1 virus within the country or elsewhere; 2) known to be epidemiological reservoirs for Low Pathogenic Avian Influenza (LPAI) viruses; 3) that are described as social and occur in high aggregations at certain times of the year; 4) that potentially use

habitats near domestic poultry/duck/goose farms or back yard flocks; and 5) that have seasonal movements or migratory patterns that may explain disease emergence from country to country, or trans-continently. The human and animal protocols have passed all necessary host nation and US-based regulatory review committees.

C.2.6 Cameroon GEIS Activity Background

GEIS has concurrently sponsored the development of influenza surveillance and diagnostic capacity in Cameroon through two in-country GEIS partners. The partner supported by this contract is the University of Buea (UoB), Faculty of Science located in Buea, Cameroon. To date, extensive renovation of the animal house facility on the UoB, Molyko campus into a state-of-the-art BSL-2 laboratory has been completed. The work involved the full refurbishment of the facility to include: complete overhaul of the working areas, repainting of the entire building, and repartitioning the structure to create specific work areas for specimen receiving, molecular analysis, clean cell room, virus isolation, and administration. Renovation included the rewiring of the laboratory to accommodate a three-phase power supply. Much of the necessary laboratory equipment has been purchased and will be installed in 2009. Selection of hospital sentinel surveillance sites to participate in human influenza surveillance is on-going. The initial collection sites will be Cameroon Baptist Convention hospitals in Northwest and Southwest Provinces for which full Institutional Review Board (IRB) approval has been obtained. The human influenza surveillance protocol has passed all necessary host nation and US-based IRBs.

C.2.6.1 Cameroon GEIS GVFI Activity Background

GVFI-Cameroon has a ten-year history as a US-DoD-supported lab, performing infectious disease diagnostics as well as animal and human field disease surveillance for the Central African region. Consistent, multi-year funding is sought here to provide a stable laboratory and ILI surveillance presence in the region, specifically to cover the core costs of maintaining the Cameroon lab and field site headquarters. Through close ongoing coordination with GEIS, this investment would provide a platform for a variety of activities throughout the critical Central Africa region. Requested support includes operations, personnel, lab reagents, processing and cryopreservation, GVFI HQ supervision, and costs for field flu surveillance. ILI surveillance activities and viral characterization are ongoing among the military in Cameroon (Yaoundé military hospital) and in three provinces of Cameroon, specifically the Hevecam rubber plantation (South province), Lomié (Eastern province), and Ndikinimeki (Central province); activities will be expanded in FY2010 to include Adamaoua, North, and Far North.

C.2.7 Tanzania GEIS Activity Background

The Walter Reed Army Institute of Research (WRAIR)--USAMRU-K's parent organization--has assisted the Tanzania People's Defense Force (TPDF) in their battle to fight HIV/AIDS in the military by implementing prevention efforts and care and treatment with Anti-Retrovirals through the PEPFAR program. This effort instituted in 2004 has been an extremely fruitful military to military partnership. Through GEIS funding, the WRAIR will expand this partnership by implementing influenza and emerging infections surveillance at the eight TPDF hospitals. These hospitals serve TPDF personnel as well as the surrounding communities. Sensitization meetings have been conducted with the TPDF Medical Services leadership and they have agreed to the plan. A core leadership team of Tanzanian scientists have been identified and hired, and this leadership team has begun to develop the necessary interagency contacts between the TPDF, the Tanzania Ministry of Health and Social Welfare (TMOHSW), CDC-Tanzania, and USAID.

C.3 Uganda GEIS Activity

Performance objectives for CLIN 1 are described in Section C.3.

C.3.0 Objectives

- a. To build capacity for active and passive surveillance of influenza and influenza-like viruses in humans, animals, and birds in Uganda.

- b. To isolate and characterize the influenza and influenza-like virus strains circulating in humans, animals, and birds in Uganda.
- c. To establish the prevalence of influenza and influenza-like viruses in study volunteers at selected sites in Uganda.
- d. To monitor the occurrence of HPAI and emerging genetic mutations among the LPAI viruses in the country.
- e. To conduct a mapping of geographical areas and socio-economic groups of individuals at risk of contracting and transmitting influenza viruses.

C.3.1 Subcontractors and Partners

The contractor shall:

- a. Coordinate and subcontract with US-based and overseas universities, NGOs, and appropriate host nation government ministries independently and as advised by the COR and/or appropriate USAMRU-K USG personnel.
- b. Specifically, subcontract with the primary Uganda in-country GEIS partner, MUWRP, based in Kampala, Uganda.
- c. Formulate subcontracts to manage and execute DoD-GEIS-funded surveillance initiatives.

C.3.2 Work Location

The address of the primary Uganda in-country GEIS partner is:

MUWRP
Plot 42 Nakasero Road,
P.O. Box 16524, Kampala - Uganda F 7
Phone: 256 - 414 - 534 588
Fax: 256 - 414 - 534 586
e-mail: muwrp@muwrp.org

The contractor may be required to accomplish some tasks at other locations. The COR or USAMRU-K GEIS USG personnel will provide specific direction on a task-by-task basis.

C.3.3 Uganda GEIS Projects and Activities

The contractor shall assist MUWRP and other designated partners in the conduct and assessment of human, avian, and animal influenza disease and emerging infections surveillance, epidemiologic studies, outbreak investigation assistance as well as training and capacity-building efforts.

C.3.3.0 Human Influenza Surveillance

The contractor shall assist MUWRP 1) establish a network of sentinel surveillance sites for human influenza surveillance in Uganda which can feed into regional and global influenza surveillance networks; 2) collect specimens, isolate and characterize the human influenza viruses and other causes of influenza-like-illnesses from the samples at a designated laboratory in the country; 3) correlate the virus strain information with other networks in the country and the rest of the world; 4) network with other collaborating laboratories in the region; and 5) train personnel and improve infrastructure for surveillance of influenza and influenza-like illnesses in the country and the region.

The contractor shall assist MUWRP in conducting the study described below with modifications applied throughout the contract period as advised by MUWRP staff in consultation with the COR and/or USAMRU-K USG personnel. A surveillance study will be conducted involving patients of all ages presenting to outpatient clinics at the study sites who meet the scientific case definitions of IRB-approved surveillance protocols. Eleven (11) sentinel sites in Uganda have been identified and are expected to be fully operational during 2009. Two hundred (200) to five hundred (500) nasopharyngeal/throat swabs will be analyzed per month at the virology laboratories described in paragraph C.2.4. Samples will be transported at ultra-low temperatures and screened by real-time RT-PCR for influenza viruses and other causes of ILI prior to virus isolation and further characterization. Information on age, sex, occupation, village, workplace, and residence history including recent history of influenza-like illness will be collected from all enrolled participants. The remainder of each specimen will be archived at -80°C for further testing following regulatory guidelines. Selected samples and isolates will be sent to a reference laboratory for confirmation, quality assurance, and further characterization. Data pertaining to the surveillance specimens will be kept at the AI / PI laboratories with backup data at the MUWRP Data Management Unit following the relevant regulatory guidance and approval. Representative isolates of vaccine potential will be forwarded to a WHO reference laboratory for consideration and inclusion in the WHO FluNet. All laboratory specimens will be handled with appropriate BSL-2 safety procedures as recommended by CDC and WHO Biosafety manuals. Shipping of samples will be done according to the International Air Transport Association (IATA) guidelines in IATA-approved leak-proof shipping containers. Data management procedures will start at the selected study sites, where raw data will be recorded on the questionnaire and other data report forms and regularly sent to the data management center at MUWRP where data will be entered into the computers by the data management team. Later data analysis will be performed, and will focus on the determination of circulating virus strains in the patients from the various study site catchment areas. The Uganda Ministry of Health (UMoH) and other stakeholders will be alerted to the presence of potentially epidemic strains resulting from the laboratory findings. Data summaries will be made available to the UMoH, Makerere University School of Public Health (MUSPH), the WHO Regional Office for Africa (WHO/AFRO), and other stakeholders for review and the decision making process. Publications or presentation of any data resulting from this study will be a joint collaboration between all the collaborators with due acknowledgement of the funders, the contractor, and the USAMRMC. Results of this study will be presented in scientific forums orally and in written publications in scientific journals. No identifying information for any of the volunteers in the study will be included in any presentation of data. The study will abide by all IRB processes as required by pertinent regulations and guidelines of all partners.

C.3.3.1 Animal Influenza Surveillance

The contractor shall assist MUWRP in conducting the study described below. During the period of performance of the contract, the MUWRP staff, in collaboration with the COR and/or USAMRU-K USG personnel, may recommend modifications to the study. Only the Contracting Officer has the authority to make changes to the contract. The bird surveillance targeting wild migratory birds will be curtailed in 2009, and animal surveillance will target domestic poultry. An initial epidemiologic survey will be undertaken to collect and characterize influenza viruses in the study population of domestic poultry and other animals of interest. This will be followed by systematic active surveillance targeting bird populations 1) known to have died from suspected HPAI disease within the country or elsewhere; 2) suspected of originating from a region with a history of HPAI; 3) that are identified by the Uganda Government or other in-country GEIS partners as epidemiologically domestic poultry/duck/goose flocks; and 4) that are epidemiologically interesting. In addition, sentinel poultry flocks, live bird wet markets will be identified and systematically surveyed. Specimens will be collected from apparently healthy, sick, or dead birds.

Data will be collected regarding wild bird migration patterns, population sizes, migration routes, important congregation, and mixing sites. The main areas for interaction with sedentary, locally migrant and peri-domestic birds, domestic poultry, and the human population will be investigated. Similar data will be collected about domestic poultry transport within Uganda and across its borders. Catching, restraining, sampling, and banding will be conducted by trained experts using best practices. Specimens will be screened by RT-PCR, and specimens not suspected of HPAI will be inoculated in Madin-Darby Canine Kidney (MDCK) cells. Isolates will then be identified. Isolates will be sent to the in-country laboratory, Makerere University or Uganda Virus Research Institute (UVRI), for confirmation, genome sequencing, and further characterization. All laboratory specimens will be handled with appropriate safety precautions and shipping of samples will be done according to the IATA

guidelines in IATA-approved leak-proof shipping containers. Specimen storage and data management will be undertaken using the same standards as described for the human influenza specimens.

C.3.3.2 Other Emerging Infections Surveillance and Public Health Emergency Support

During the contract period, surveillance, research, and response activities may expand to other emerging infections that fit within the five disease/public health categories--respiratory diseases, gastroenteritis syndromes, febrile illness syndromes, especially dengue and malaria, antimicrobial resistance, and sexually transmitted infections. In consultation with the in-country GEIS partners, the COR, and USAMRU-K USG personnel, the contractor shall alter or expand activities to cover additional or different emerging infections. Likewise, the contractor will support all appropriate in-country GEIS partners in a timely manner in responding to public health emergencies. These public health emergencies may include outbreak investigations, pandemic influenza preparedness, and the mitigation of other emerging infectious disease threats. All major responses to public health emergencies by in-country GEIS partners will be conducted in support of the host nation government or other appropriate entity and will be done in consultation with the COR and/or appropriate USAMRU-K USG personnel. This public health component can also include preparedness and planning efforts prior to the advent of a public health emergency.

C.3.4 Contractor Support Activities

The contractor will conduct the support activities described in paragraphs C.3.4.0-8 in support of the in-country GEIS partners and subcontractors.

C.3.4.0 Staffing Support

- a. Hire U.S. and host nation scientists and staff such as, but not limited to:
 - 1) GEIS project officer
 - 2) Lab technicians
 - 3) Field workers
 - 4) Clinical officers
 - 5) Administrative staff
- b. Selection and numbers of staff described in Paragraph C.3.4.0 will be directed by the in-country GEIS partner in consultation with GEIS and the contractor. (Refer to Attachment 1, CLIN 1, for details on section C.3.4.0.)
- c. Facilitate salary payment of staff.
- d. Facilitate when necessary and appropriate and give guidance on the payment of all appropriate benefits and allowances in addition to the staff salary.

C.3.4.1 Purchasing Support

The contractor shall perform the following tasks:

- a. Purchase and transport equipment and supplies to Uganda for delivery to MUWRP or any other appropriate entity as directed by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- b. Purchase and deliver laboratory supplies, assays, and reagents to Uganda for delivery to MUWRP or any other appropriate entity.

- c. Purchase and arrange for transport of equipment and supplies.
- d. Arrange for travel of personnel necessary to conduct on-site visits to all domestic (CONUS) and overseas research (OCONUS) laboratories and field sites.
- e. Purchase and arrange delivery of laboratory equipment to foreign countries.
- f. Purchase and arrange delivery of laboratory supplies, assays, and reagents to foreign countries.
- g. The contractor shall provide the following types of deliverables:
 - 1) Purchase Orders
 - 2) Requisitions
 - 3) Equipment and Service Warranties
 - 4) Laboratory Equipment Inventory Lists

C.3.4.2 Travel Support

The contractor shall perform the following tasks:

- a. Arrange for travel of personnel necessary to conduct on-site visits as needed.
- b. Support travel expenses and coordination for DoD-GEIS-funded surveillance initiatives.
- c. The contractor shall provide the following types of deliverables:
 - 1) Staff Travel Forecasts
 - 2) Travel and Expense Records

Refer to Attachment 10 for CLIN 1 Annual Uganda Travel Requirements.

C.3.4.3 Shipment of Items

The contractor shall perform the following tasks:

- a. Shipment of biological specimens to the United States.
- b. Shipment of non-purchased scientific items and substances.
- c. Shipment of transport containers.

C.3.4.4 Infrastructure Support

The contractor shall perform the following tasks:

- a. Renovation and maintenance of office and laboratory buildings and facilities in Uganda as directed by GEIS Project personnel or USAMRU-K personnel
- b. The contractor shall deliver the following:

- 1) Building renovation plan and budget

C.3.4.5 Training Support

The contractor shall perform the following tasks:

- a. Coordination and facilitation of training efforts for in-country GEIS partner staff.
- b. Coordination and facilitation of training efforts of allied, non-in-country GEIS partner personnel identified by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- c. Coordination and facilitation of degree-, diploma-, or certificate-granting education for in-country GEIS partner staff.

C.3.4.6 Project Oversight and In-Country Coordination

- a. The contractor or a designated representative may conduct on-going site visits of in-country GEIS partner facilities to monitor site maintenance, capacity, and the continued suitability of the site for performance-related activities prior to completion of work under this contract. The contractor may perform an initial assessment of in-country GEIS partner facilities and capacity prior to the initiation of work under this contract. Optional site visits will comprise assessments and evaluations of all aspects and activities of the requirements under the GEIS project activities.
- b. The contractor shall employ an in-country representative to coordinate all contract support efforts described in this contract unless this requirement is waived by the COR or USAMRU-K USG staff member of authority. This “coordinator” shall answer directly to the contractor and not the in-country GEIS partners or USAMRU-K USG personnel and will facilitate all of the contractor’s responsibilities described in this contract. This “coordinator” will not be part of existing USAMRU-K or in-country GEIS partner staff.
- c. The contractor has the authority and the duty to ensure that all in-country GEIS partner duties—as they will be subcontract duties, described below in Paragraph C-3.4.8, are satisfactorily completed or accomplished.
- d. The contractor shall deliver the following:
 - 1) Assessment reports on human and animal influenza and emerging infection disease surveillance, epidemiologic studies, outbreak investigation assistance to the COR or his/her representative.

C.3.4.7 Regulatory Requirements

Federal Food, Drug and Cosmetic Act: The contractor shall comply with, and be responsible for compliance by its subcontractors, the requirements of the Federal Food, Drug, and Cosmetic Act, as amended, and regulations promulgated thereunder. In addition, the contractor shall comply with, and be responsible for compliance by its subcontractors/suppliers, the requirements of all other applicable federal, state, and local statutes, ordinances and regulations. This work may require QA/QC audits by regulatory organizations. A reference to this document is provided as a guideline and does not imply that this is the only regulation that is applicable. The offeror/contractor is required to be familiar with the entire contents of the referenced documents.

C.3.5 Performance Requirements

Reference Attachment 5, Quality Assurance Surveillance Plan (QASP), of this solicitation.

C.3.6 Contractor Deliverables

The contractor shall provide the following types of deliverables:

- a. Purchase Orders
- b. Requisitions
- c. Equipment and Service Warranties
- d. Laboratory Equipment Inventory List
- e. Biological Specimen Records
- f. Subcontract Agreements
- g. Staff Travel Forecasts
- h. Travel and Expense Records
- i. Assessment Reports described in Paragraph C.3.4.6.d.1.

C.3.7 Reports

Monthly reports on expenditures and status of funds will be provided to the COR and/or his/her designated representative.

C.4 Cameroon GEIS Activity

Performance objectives for CLIN 2 are described in Section C.4.

C.4.0 Objectives

- a. To build capacity for active and passive surveillance of influenza and influenza-like viruses in Cameroon.
- b. To isolate and characterize the influenza and influenza-like virus strains circulating in humans in Cameroon.
- c. To establish the prevalence of influenza and influenza-like viruses in study volunteers at selected sites in Cameroon.
- d. To monitor the occurrence of HPAI and emerging genetic mutations among the LPAI viruses in the country.
- e. Response to influenza and ILI-like-illness epidemic in the Republic of Cameroon.

C.4.1 Subcontractors and Partners

The contractor shall:

- a. Coordinate and subcontract with US-based and overseas universities, NGOs, and appropriate host nation government ministries independently and as advised by the COR and/or appropriate USAMRU-K USG personnel.

- b. Specifically, subcontract with the primary Cameroon in-country GEIS partner, University of Buea (UoB), based in Buea, Cameroon.
- c. Formulate subcontracts to manage and execute DoD-GEIS-funded surveillance initiatives.
- d. The contractor is encouraged to engage with and facilitate engagement between the UoB with the second Cameroon-based in-country GEIS partner, the Global Viral Forecasting Initiative (GVFI), locally based in Yaounde, Cameroon. DoD-GEIS, based in Silver Spring, Maryland, is contractually engaged with GVFI through a separate contract.

C.4.2 Work Location

The address of the primary Cameroon in-country GEIS partner is:

University of Buea
c/o Lucy Ndip
Faculty of Science
PO Box 63, Buea
Post Code: 20, Cameroon

The contractor may be required to accomplish some tasks at other locations. The COR will provide specific direction on a task-by-task basis.

C.4.3 Cameroon GEIS Projects and Activities

The contractor shall assist UoB and other designated partners in the conduct and assessment of human, avian, and animal influenza disease and emerging infections surveillance, epidemiologic studies, outbreak investigation assistance as well as training and capacity-building efforts.

C.4.3.0 Human Influenza Surveillance

The contractor shall assist UoB 1) establish a network of sentinel surveillance sites for human influenza surveillance in Cameroon which can feed into regional and global influenza surveillance networks; 2) collect specimens, isolate and characterize the human influenza viruses and other causes of influenza-like-illnesses from the samples at a designated laboratory in the country; 3) correlate the virus strain information with other networks in the country and the rest of the world; 4) network with other collaborating laboratories in the region; and 5) train personnel and improve infrastructure for surveillance of influenza and influenza-like-illnesses in the country and the region.

The contractor shall assist the UoB in conducting the study described below with modifications applied throughout the contract period as advised by UoB staff in consultation with the COR and/or USAMRU-K USG personnel. A surveillance study will be conducted involving patients of all ages presenting to outpatient clinics at the study sites who meet the scientific case definitions of IRB approved surveillance protocols. Sentinel sites in the Northwest and Southwest provinces have been identified and are expected to be fully operational during 2009. Two hundred (200) to five hundred (500) nasopharyngeal/throat swabs will be analyzed at the UoB virology laboratory described in paragraph C.2.5. Samples will be transported at ultra-low temperatures and screened by real-time RT-PCR for influenza viruses and other causes of ILI prior to virus isolation and further characterization. Information on age, sex, occupation, village, workplace, and residence history including recent history of influenza-like illness will be collected from all enrolled participants. The remainder of each specimen will be archived at -80°C for further testing following regulatory guidelines. Selected samples and isolates will be sent to a reference laboratory for confirmation, quality assurance, and further characterization. Data pertaining to the surveillance specimens will be kept at the UoB following the relevant regulatory guidance and approval. Representative isolates of vaccine potential will be forwarded to a WHO reference laboratory for consideration and inclusion in the WHO FluNet. All laboratory specimens will be handled with appropriate BSL-2 safety procedures as recommended by CDC and WHO Biosafety manuals. Shipping of samples will be done according to the International Air Transport

Association (IATA) guidelines in IATA-approved leak-proof shipping containers. The Cameroon Government and other stakeholders will be alerted to the presence of potentially epidemic strains resulting from the laboratory findings. Data summaries will be made available to Cameroon Government, UoB, the WHO Regional Office for Africa (WHO/AFRO), and other stakeholders for review and the decision making process. Publications or presentation of any data resulting from this study will be a joint collaboration between all the collaborators with due acknowledgement of the funders, the contractor, and the USAMRMC. Results of this study will be presented in scientific forums orally and in written publications in scientific journals. No identifying information for any of the volunteers in the study will be included in any presentation of data. The study will abide by all IRB processes as required by pertinent regulations and guidelines of all partners.

C.4.3.1 Other Emerging Infections Surveillance and Public Health Emergency Support

During the contract period, surveillance, research, and response activities may expand to other emerging infections that fit within the five disease/public health categories: 1) respiratory diseases; 2) gastroenteritis syndromes; 3) febrile illness syndromes, especially dengue and malaria; 4) antimicrobial resistance; and 5) sexually transmitted infections. In consultation with the in-country GEIS partners, the COR, and USAMRU-K USG personnel, the contractor shall alter or expand activities to cover additional or different emerging infections. Likewise, the contractor will support all appropriate in-country GEIS partners in a timely manner in responding to public health emergencies. These public health emergencies may include outbreak investigations, pandemic influenza preparedness, and the mitigation of other emerging infectious disease threats. All major responses to public health emergencies by in-country GEIS partners will be conducted in support of the host nation government or other appropriate entity and will be done in consultation with the COR and/or appropriate USAMRU-K USG personnel. This public health component can also include preparedness and planning efforts prior to the advent of a public health emergency.

C.4.4 Contractor Support Activities

The contractor will conduct the support activities described in paragraphs C.4.4.0-8 in support of the in-country GEIS partners and subcontractors.

C.4.4.0 Staffing Support

- a. Hire U.S. and host nation scientists and staff such as, but not limited to:
 - 1) GEIS project officer
 - 2) Lab technicians
 - 3) Field workers
 - 4) Clinical officers
 - 5) Administrative staff
- b. Selection and numbers of staff described in Paragraph C.4.4.0 will be directed by the in-country GEIS partner leadership in consultation with GEIS and the contractor. (Refer to Attachment 2, CLIN 2, for details on section C.4.4.0.)
- c. Facilitate salary payment of staff.
- d. Facilitate when necessary and appropriate and give guidance on the payment of all appropriate benefits and allowances in addition to the staff salary.

C.4.4.1 Purchasing Support

The contractor shall perform the following tasks:

- a. Purchase and transport equipment and supplies to Cameroon for delivery to UoB or any other appropriate entity as directed by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- b. Purchase and deliver laboratory supplies, assays, and reagents to Cameroon for delivery to UoB or any other appropriate entity.
- c. Purchase and arrange for transport of equipment and supplies.
- d. Arrange for travel of personnel necessary to conduct on-site visits to all domestic (CONUS) and overseas research (OCONUS) laboratories and field sites.
- e. Purchase and arrange delivery of laboratory equipment to foreign countries.
- f. Purchase and arrange delivery of laboratory supplies, assays, and reagents to foreign countries.
- g. The contractor shall provide the following types of deliverables:
 - 1) Purchase Orders
 - 2) Requisitions
 - 3) Equipment and Service Warranties
 - 4) Laboratory Equipment Inventory List

C.4.4.2 Travel Support

The contractor shall perform the following tasks:

- a. Arrange for travel of personnel necessary to conduct on-site visits as needed.
- b. Support travel expenses and coordination for DoD-GEIS-funded surveillance initiatives.
- c. The contractor shall provide the following types of deliverables:
 - 1) Staff Travel Forecasts
 - 2) Travel and Expense Records

Refer to Attachment 11 for CLIN 2 Annual Cameroon Travel Requirements.

C.4.4.3 Shipment of Items

The contractor shall perform the following tasks:

- a. Shipment of biological specimens to the United States.
- b. Shipment of non-purchased scientific items and substances.
- c. Shipment of transport containers.

C.4.4.4 Infrastructure Support

The contractor shall perform the following tasks:

- a. Renovation and maintenance of office and laboratory buildings and facilities in Cameroon as directed by GEIS Project personnel or USAMRU-K personnel.
- b. The contractor shall deliver the following:
Building renovation plan and budget.

C.4.4.5 Training Support

The contractor shall perform the following tasks:

- a. Coordination and facilitation of training efforts for in-country GEIS Partner staff.
- b. Coordination and facilitation of training efforts of allied, non-in-country GEIS Partner personnel identified by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- c. Coordination and facilitation of degree-, diploma-, or certificate-granting education for in-country GEIS partner staff.

C.4.4.6 Project Oversight and In-Country Coordination

- a. The contractor or a designated representative may conduct on-going site visits of in-country GEIS partner facilities to monitor site maintenance, capacity, and the continued suitability of the site for performance-related activities prior to completion of work under this contract. The contractor may perform an initial assessment of in-country GEIS partner facilities and capacity prior to the initiation of work under this contract. Optional site visits will comprise assessments and evaluations of all aspects and activities of the requirements under the GEIS project activities.
- b. The contractor shall employ an in-country representative to coordinate all contract support efforts described in this contract unless this requirement is waived by the COR or USAMRU-K USG staff member of authority. This “coordinator” shall answer directly to the contractor and not the in-country GEIS partners or USAMRU-K USG personnel and will facilitate all of the contractor’s responsibilities described in this contract. This “coordinator” will not be a part of the existing USAMRU-K or in-country GEIS partner staff.
- c. The contractor has the authority and the duty to ensure that all in-country GEIS partner duties, as these duties will be subcontract duties, described below in Paragraph C.4.4.8. are satisfactorily completed or accomplished.
- d. The contractor shall deliver the following:
Assessment reports on human and animal influenza and emerging infection disease surveillance, epidemiologic studies, outbreak investigation assistance to the COR or his/her representative.

C.4.4.7 Regulatory Requirements

Federal Food, Drug and Cosmetic Act: The contractor shall comply with and be responsible for compliance by its subcontractors, the requirements of the Federal Food, Drug, and Cosmetic Act, as amended, and regulations promulgated thereunder. In addition, the Contractor shall comply with, and be responsible for compliance by its

subcontractors/suppliers, the requirements of all other applicable federal, state, and local statutes, ordinances, and regulations. This work may require QA/QC audits by regulatory organizations. A reference to this document is provided as a guideline and does not imply that this is the only regulation that is applicable. The offeror/contractor is required to be familiar with the entire contents of the referenced documents.

C.4.5 Performance Requirements

Reference Attachment 5, Quality Assurance Surveillance Plan (QASP), of this solicitation.

C.4.6 Contractor Deliverables

The contractor shall provide the following types of deliverables:

- a. Purchase Orders
- b. Requisitions
- c. Equipment and Service Warranties
- d. Laboratory Equipment Inventory List
- e. Biological Specimen Records
- f. Subcontract Agreements
- g. Staff Travel Forecasts
- h. Travel and Expense Records
- i. Assessment Reports described in Paragraph C.4.4.6.d.1

C.4.7 Reports

Monthly reports on expenditures and status of funds will be provided to the COR and/or his/her designated representative.

C.5 GVFI Cameroon GEIS Activity

Performance objectives for CLIN 3 are described in Section C.5.

C.5.0 Objectives in partnership with GVFI

- a. To build capacity for active and passive surveillance of influenza and influenza-like viruses in Cameroon.
- b. To isolate and characterize the influenza and influenza-like virus strains circulating in humans in Cameroon.
- c. To establish the prevalence of influenza and influenza-like viruses in study volunteers at selected sites in Cameroon
- d. To monitor the occurrence of HPAI and emerging genetic mutations among the LPAI viruses in the country.

- e. Response to influenza and ILI-like-illness epidemic in the Republic of Cameroon.

C.5.1 Subcontractors and Partners

The contractor shall:

- a. Coordinate and subcontract with US-based and overseas universities, NGOs, and appropriate host nation government ministries independently and as advised by the COR and/or appropriate USAMRU-K USG personnel.
- b. Specifically, subcontract with the primary Cameroon in-country GEIS partner, University of Buea (UoB), based in Buea, Cameroon.
- c. Formulate subcontracts to manage and execute DoD-GEIS-funded surveillance initiatives.
- d. The contractor is encouraged to engage with and facilitate engagement between the UoB.

C.5.2 Work Location

The address of the primary Cameroon in-country GEIS partner is:

One Market, Spear Tower, Suite 3574
San Francisco, CA 94105

The contractor may be required to accomplish some tasks at other locations. The COR will provide specific direction on a task-by-task basis.

C.5.3 Cameroon GEIS Projects and Activities

The contractor shall assist GVFI and other designated partners in the conduct and assessment of human, avian, and animal influenza disease and emerging infections surveillance, epidemiologic studies, outbreak investigation assistance, as well as training and capacity-building efforts.

C.5.3.0 Human Influenza Surveillance

The contractor shall assist **GVFI** 1) establish a network of sentinel surveillance sites for human influenza surveillance in Cameroon which can feed into regional and global influenza surveillance networks; 2) collect specimens, isolate and characterize the human influenza viruses and other causes of influenza-like-illnesses from the samples at a designated laboratory in the country; 3) correlate the virus strain information with other networks in the country and the rest of the world; 4) network with other collaborating laboratories in the region; and 5) train personnel and improve infrastructure for surveillance of influenza and influenza-like-illnesses in the country and the region.

The contractor shall assist the **GVFI** in conducting the study described below with modifications applied throughout the contract period as advised by GVFI staff in consultation with the COR and/or USAMRU-K USG personnel. A surveillance study will be conducted involving patients of all ages presenting to outpatient clinics at the study sites who meet the scientific case definitions of IRB-approved surveillance protocols. Sentinel sites in the Northwest and Southwest provinces have been identified and are expected to be fully operational during 2009. Two hundred (200) to five hundred (500) nasopharyngeal/throat swabs will be analyzed at the GVFI virology laboratory described in paragraph C.2.5. Samples will be transported at ultra-low temperatures and screened by RT-PCR for influenza viruses and other causes of ILI prior to virus isolation and further characterization. Information on age, sex, occupation, village, workplace, and residence history including recent history of influenza-like illness will be collected from all enrolled participants. The remainder of each specimen will be archived at -80°C for further testing

following regulatory guidelines. Selected samples and isolates will be sent to a reference laboratory for confirmation, quality assurance, and further characterization. Data pertaining to the surveillance specimens will be kept at the UoB following the relevant regulatory guidance and approval. Representative isolates of vaccine potential will be forwarded to a WHO reference laboratory for consideration and inclusion in the WHO FluNet. All laboratory specimens will be handled with appropriate BSL-2 safety procedures as recommended by CDC and WHO Biosafety manuals. Shipping of samples will be done according to the International Air Transport Association (IATA) guidelines in IATA-approved leak-proof shipping containers. The Cameroon Government and other stakeholders will be alerted to the presence of potentially epidemic strains resulting from the laboratory findings. Data summaries will be made available to Cameroon Government, GVFI, UoB, the WHO Regional Office for Africa (WHO/AFRO), and other stakeholders for review and the decision making process. Publications or presentation of any data resulting from this study will be a joint collaboration between all the collaborators with due acknowledgement of the funders, the contractor, and the USAMRMC. Results of this study will be presented in scientific forums orally and in written publications in scientific journals. No identifying information for any of the volunteers in the study will be included in any presentation of data. The study will abide by all IRB processes as required by pertinent regulations and guidelines of all partners.

C.5.3.1 Other Emerging Infections Surveillance and Public Health Emergency Support

During the contract period, surveillance, research, and response activities may expand to other emerging infections that fit within the five disease/public health categories: 1) respiratory diseases; 2) gastroenteritis syndromes; 3) febrile illness syndromes, especially dengue and malaria; 4) antimicrobial resistance; and 5) sexually transmitted infections. In consultation with the in-country GEIS partners, the COR, and USAMRU-K USG personnel, the contractor shall alter or expand activities to cover additional or different emerging infections. Likewise, the contractor will support all appropriate in-country GEIS partners in a timely manner in responding to public health emergencies. These public health emergencies may include outbreak investigations, pandemic influenza preparedness, and the mitigation of other emerging infectious disease threats. All major responses to public health emergencies by in-country GEIS partners will be conducted in support of the host nation government or other appropriate entity and will be done in consultation with the COR and/or appropriate USAMRU-K USG personnel. This public health component can also include preparedness and planning efforts prior to the advent of a public health emergency.

C.5.4 Contractor Support Activities

The contractor will conduct the support activities described in paragraphs C.5.4.0-8 in support of the in-country GEIS partners and subcontractors.

C.5.4.0 Staffing Support

- a. Hire U.S. and host nation scientists and staff such as, but not limited to:
- b. List and number of personnel.
 - 1) GEIS project officer
 - 1) Lab technicians
 - 2) Field workers
 - 3) Clinical officers
 - 4) Administrative staff

- c. Selection and numbers of staff described in Paragraph C.5.4.0 will be directed by the in-country GEIS partner in consultation with GEIS and the contractor. A list of expected personnel needs for this activity are described in Attachment 3. (Refer to Attachment 3, CLIN 3, for details on section C.5.4.0.)
- d. Facilitate salary payment of staff.
- e. Facilitate when necessary and appropriate and give guidance on the payment of all appropriate benefits and allowances in addition to the staff salary.

C.5.4.1 Purchasing Support

The contractor shall perform the following tasks:

- a. Purchase and transport equipment and supplies to Cameroon for delivery to GVFI any other appropriate entity as directed by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- b. Purchase and deliver laboratory supplies, assays, and reagents to Cameroon for delivery to GVFI or any other appropriate entity.
- c. Purchase and arrange for transport of equipment and supplies.
- d. Arrange for travel of personnel necessary to conduct on-site visits to all domestic (CONUS) and overseas research (OCONUS) laboratories and field sites.
- e. Purchase and arrange delivery of laboratory equipment to foreign countries.
- f. Purchase and arrange delivery of laboratory supplies, assays, and reagents to foreign countries.
- g. The contractor shall provide the following types of deliverables:
 - 1) Purchase Orders
 - 2) Requisitions
 - 3) Equipment and Service Warranties
 - 4) Laboratory Equipment Inventory List

C.5.4.2 Travel Support

The contractor shall perform the following tasks:

- a. Arrange for travel of personnel necessary to conduct on-site visits as needed.
- b. Support travel expenses and coordination for DoD-GEIS-funded surveillance initiatives.
- c. The contractor shall provide the following types of deliverables:
 - 1) Staff Travel Forecasts
 - 2) Travel and Expense Records

Refer to Attachment 12 for CLIN 3 Annual GVFI Travel Requirements.

C.5.4.3 Shipment of Items

The contractor shall perform the following tasks:

- a. Shipment of biological specimens to the United States.
- b. Shipment of non-purchased scientific items and substances.
- c. Shipment of transport containers.

C.5.4.4 Infrastructure Support

The contractor shall perform the following tasks:

- a. Renovation and maintenance of office and laboratory buildings and facilities in Cameroon as directed by GEIS Project personnel or USAMRU-K personnel.
- b. The contractor shall deliver the following:
 - 1) Building renovation plan and budget.

C.5.4.5 Training Support

The contractor shall perform the following tasks:

- a. Coordination and facilitation of training efforts for in-country GEIS Partner staff.
- b. Coordination and facilitation of training efforts of allied, non-in-country GEIS Partner personnel identified by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- c. Coordination and facilitation of degree-, diploma-, or certificate-granting education for in-country GEIS partner staff.

C.5.4.6 Project Oversight and In-Country Coordination

- a. The contractor or a designated representative may conduct on-going site visits of in-country GEIS partner facilities to monitor site maintenance, capacity, and the continued suitability of the site for performance-related activities prior to completion of work under this contract. The contractor may perform an initial assessment of in-country GEIS partner facilities and capacity prior to the initiation of work under this contract. Optional site visits will comprise assessments and evaluations of all aspects and activities of the requirements under the GEIS project activities.
- b. The contractor shall employ an in-country representative to coordinate all contract support efforts described in this contract unless this requirement is waived by the COR or USAMRU-K USG staff member of authority. This "coordinator" shall answer directly to the contractor and not the in-country GEIS partners or USAMRU-K USG personnel and will facilitate all of the contractor's responsibilities described in this contract. This "coordinator" will not be a part of the existing USAMRU-K or in-country GEIS partner staff.
- c. The contractor has the authority and the duty to ensure that all in-country GEIS partner duties, as these duties will be subcontract duties, described below in Paragraph C.5.4.8. are satisfactorily completed or accomplished.

- d. The contractor shall deliver the following:
 - 1) Assessment reports on human and animal influenza and emerging infection disease surveillance, epidemiologic studies, outbreak investigation assistance to the COR or his/her representative.

C.5.4.7 Regulatory Requirements

Federal Food, Drug and Cosmetic Act: The contractor shall comply with and be responsible for compliance by its subcontractors, the requirements of the Federal Food, Drug, and Cosmetic Act, as amended, and regulations promulgated thereunder. In addition, the Contractor shall comply with, and be responsible for compliance by its subcontractors/suppliers, the requirements of all other applicable federal, state, and local statutes, ordinances and regulations. This work may require QA/QC audits by regulatory organizations. A reference to this document is provided as a guideline and does not imply that this is the only regulation that is applicable. The offeror/contractor is required to be familiar with the entire contents of the referenced documents.

C.5.5 Performance Requirements

Reference Attachment 5, Quality Assurance Surveillance Plan (QASP), of this solicitation.

C.5.6 Contractor Deliverables

The contractor shall provide the following types of deliverables:

- a. Purchase Orders
- b. Requisitions
- c. Equipment and Service Warranties
- d. Laboratory Equipment Inventory List
- e. Biological Specimen Records
- f. Subcontract Agreements
- g. Staff Travel Forecasts
- h. Travel and Expense Records
- i. Assessment Reports described in Paragraph C.5.4.6.d.1

C.5.7 Reports

Monthly reports on expenditures and status of funds will be provided to the COR and/or his/her designated representative.

C.6 Tanzania GEIS Activity

Performance objectives for CLIN 4 are described in Section C.6.

C.6.0 Objectives

- a. To develop a robust human influenza sentinel surveillance program with the Tanzania People's Defense Force.

- b. To conduct capacity building for influenza and infectious disease surveillance in Tanzania primarily focusing on Tanzania People's Defense Force (TPDF) assets.
- c. To assist the TPDF with influenza-like-illness epidemic response.

C.6.1 Subcontractors and Partners

The contractor shall:

- a. Coordinate and subcontract with US-based and overseas universities, NGOs, and appropriate host nation government ministries independently and as advised by the COR and/or appropriate USAMRU-K USG personnel.
- b. Specifically, subcontract with the primary Tanzania in-country GEIS partner, The Walter Reed Program-Tanzania, based in Dar es Salaam, Tanzania.
- c. Formulate subcontracts to manage and execute DoD-GEIS-funded surveillance initiatives.

C.6.2 Work Location

The address of the primary Tanzania in-country GEIS partner is:

The Walter Reed Program-Tanzania
c/o Edward Sekonde
American Embassy
686 Old Bagamoyo Rd
Msasani
PO Box 9123
Dar es Salaam, Tanzania

The contractor may be required to accomplish some tasks at other locations. The COR will provide specific direction on a task-by-task basis.

C.6.3 Tanzania GEIS Projects and Activities

The contractor shall assist The Walter Reed Program-Tanzania and other designated partners in the conduct and assessment of human influenza disease and emerging infections surveillance, epidemiologic studies, outbreak investigation assistance as well as training and capacity-building efforts.

C.6.3.0 Human Influenza Surveillance

The study population will consist of patient volunteers of all ages (minus infants less than two months of age) presenting to outpatient clinics at the study sites who meet the case definition for influenza-like-illness and are willing to participate in the study. Study sites will be TPDF military hospital clinics. These hospitals are ideal surveillance sites because they are dispersed throughout the country and 80% of their patient capacity is civilian. Nasopharyngeal or throat swabs will be collected and sent to the influenza lab in Dar es Salaam for processing. The duplicate nasopharyngeal swabs are inoculated in already prepared cryovials with Viral Transport Media. These cryovials will be prepared by the influenza Lab Technician and shipped periodically to the study sites. An adequate cold-chain will be maintained throughout this process. All samples will be screened by RT-PCR. RT-PCR Kits and QIAamp Viral RNA Mini Kits by Qiagen will be used. Selected representative aliquots will be sent to the CDC Atlanta laboratory for confirmation. Changes in reference lab may be made as this surveillance effort evolves in 2009.

C.6.3.1 Other Emerging Infections Surveillance and Public Health Emergency Support

During the contract period, surveillance, research, and response activities may expand to other emerging infections that fit within the five disease/public health categories: 1) respiratory diseases; 2) gastroenteritis syndromes; 3) febrile illness syndromes, especially dengue and malaria; 4) antimicrobial resistance; and 5) sexually transmitted infections. In consultation with the in-country GEIS partners, the COR, and USAMRU-K USG personnel, the contractor shall alter or expand activities to cover additional or different emerging infections. Likewise, the contractor will support all appropriate in-country GEIS partners in a timely manner in responding to public health emergencies. These public health emergencies may include outbreak investigations, pandemic influenza preparedness, and the mitigation of other emerging infectious disease threats. All major responses to public health emergencies by in-country GEIS partners will be conducted in support of the host nation government or other appropriate entity and will be done in consultation with the COR and/or appropriate USAMRU-K USG personnel. This public health component can also include preparedness and planning efforts prior to the advent of a public health emergency.

C.6.4 Contractor Support Activities

The contractor will conduct the support activities described in paragraphs C.5.4.0-8 in support of the in-country GEIS partners and subcontractors.

C.6.4.0 Staffing Support

- a. Hire US and host nation scientists and staff such as, but not limited to:
- b. List and number of personnel:
 - 1) 2 Research laboratory technicians
 - 2) 1 Procurement officer
 - 3) 1 Accountant
 - 4) 1 Data manager
 - 5) 8 Clinical laboratory technicians
 - 6) 9 Clinical officers
 - 7) Other administrative staff as needed in later option years
- c. The laboratory technicians will be assigned to the National Medical Research Institute (Dar es Salaam) influenza laboratory. The technicians will work with NMRI and CDC-Tanzania laboratory staff and will assist with analysis of all eventual samples at the NIC. Lab equipment and supplies will be procured for the NIC. These activities will be integrated with regional partners like the CDC, the WHO, and the Tanzania Ministry of Health and Social Welfare (MOHSW) for potential resource sharing, coordination, and capacity building benefits. (Refer to Attachment 4, CLIN 4, for details on section C.6.4.0.)
- d. Selection and number of staff described in Paragraph C.5.4.0 will be directed by the in-country GEIS partner in consultation with GEIS and the contractor. (Refer to Attachment 4, CLIN 4, for details on Section C.6.4.0.)
- e. Facilitate when necessary and appropriate and give guidance on the payment of all appropriate benefits and allowances in addition to the staff salary.

C.6.4.1 Purchasing Support

The contractor shall perform the following tasks:

- a. Purchase and transport equipment and supplies to Tanzania for delivery to The Walter Reed Program-Tanzania or any other appropriate entity as directed by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- b. Purchase and deliver laboratory supplies, assays, and reagents to Tanzania for delivery to The Walter Reed Program-Tanzania or any other appropriate entity.
- c. Purchase and arrange for transport of equipment and supplies.
- d. Arrange for travel of personnel necessary to conduct on-site visits to all domestic (CONUS) and overseas research (OCONUS) laboratories and field sites.
- e. Purchase and arrange delivery of laboratory equipment to foreign countries.
- f. Purchase and arrange delivery of laboratory supplies, assays, and reagents to foreign countries.
- g. The contractor shall provide the following types of deliverables:
 - 1) Purchase Orders
 - 2) Requisitions
 - 3) Equipment and Service Warranties
 - 4) Laboratory Equipment Inventory List

C.6.4.2 Travel Support

The contractor shall perform the following tasks:

- a. Arrange for travel of personnel necessary to conduct on-site visits as needed.
- b. Support travel expenses and coordination for DoD-GEIS funded surveillance initiatives.
- c. The contractor shall provide the following types of deliverables:
 - 1) Staff Travel Forecasts
 - 2) Travel and Expense Records

Refer to Attachment 13 for CLIN 4 Annual Tanzania Travel Requirements.

C.6.4.3 Shipment of Items

The contractor shall perform the following tasks:

- a. Shipment of biological specimens to the United States.
- b. Shipment of non-purchased scientific items and substances.

- c. Shipment of transport containers.

C.6.4.4 Infrastructure Support

The contractor shall perform the following tasks:

- a. Renovation and maintenance of office and laboratory buildings and facilities in Tanzania as directed by GEIS Project personnel or USAMRU-K personnel.
- b. The contractor shall deliver the following:
 - 1) Building renovation plan and budget.

C.6.4.5 Training Support

The contractor shall perform the following tasks:

- a. Coordination and facilitation of training efforts for in-country GEIS partner staff.
- b. Coordination and facilitation of training efforts of allied, non-in-country GEIS partner personnel identified by the in-country GEIS partner, the COR, or USAMRU-K USG personnel.
- c. Coordination and facilitation of degree-, diploma-, or certificate-granting education for in-country GEIS partner staff.

C.6.4.6 Project Oversight and In-Country Coordination

- a. The contractor or a designated representative may conduct on-going site visits of in-country GEIS partner facilities to monitor site maintenance, capacity, and the continued suitability of the site for performance-related activities prior to completion of work under this contract. The contractor may perform an initial assessment of in-country GEIS partner facilities and capacity prior to the initiation of work under this contract. Optional site visits will comprise assessments and evaluations of all aspects and activities of the requirements under the GEIS project activities.
- b. The contractor shall employ an in-country representative to coordinate all contract support efforts described in this Contract unless this requirement is waived by the COR or USAMRU-K USG staff member of authority. This “coordinator” shall answer directly to the contractor and not the in-country GEIS partners or USAMRU-K USG personnel and will facilitate all of the contractor’s responsibilities described in this contract. This “coordinator” will not be a part of the existing USAMRU-K or in-country GEIS partner staff.
- c. The contractor has the authority and the duty to ensure that all in-country GEIS partner duties, as these duties will be subcontract duties, described below in Paragraph C.6.4.8. are satisfactorily completed or accomplished.
- d. The contractor shall deliver the following:
 - 1) Assessment reports on human influenza and emerging infection disease surveillance, epidemiologic studies, outbreak investigation assistance to the COR or his/her representative.

C.6.4.7 Regulatory Requirements

Federal Food, Drug and Cosmetic Act: The contractor shall comply with, and be responsible for compliance by its subcontractors, the requirements of the Federal Food, Drug, and Cosmetic Act, as amended, and regulations promulgated thereunder. In addition, the contractor shall comply with, and be responsible for compliance by its subcontractors/suppliers, the requirements of all other applicable federal, state, and local statutes, ordinances and regulations. This work may require QA/QC audits by regulatory organizations. A reference to this document is provided as a guideline and does not imply that this is the only regulation that is applicable. The offeror/contractor is required to be familiar with the entire contents of the referenced documents.

C.6.5 Performance Requirements

Reference Attachment 5, Quality Assurance Surveillance Plan (QASP), of this solicitation.

C.6.6 Contractor Deliverables

The contractor shall provide the following types of deliverables:

- a. Purchase Orders
- b. Requisitions
- c. Equipment and Service Warranties
- d. Laboratory Equipment Inventory List
- e. Biological Specimen Records
- f. Subcontract Agreements
- g. Staff Travel Forecasts
- h. Travel and Expense Records
- i. Assessment Reports described in Paragraph C.6.4.6.d.1

C.6.7 Reports

Monthly reports on expenditures and status of funds will be provided to the COR and/or his/her designated representative.

C.7 Kenya GEIS Activity

Performance objectives for CLIN 5 are described in Section C.7.

C.7.0 Objectives

The objective of this effort is to enhance year-round surveillance at USAMRU-K to include improved educational efforts; on-the-ground (reach-forward) and reach-back sustainment; improved specimen collection and transport; development and implementation of new surveillance and research protocols; and augmentation of data management capabilities. These capabilities will improve rapid response and surge capacity.

Other objectives include:

- a. Fully establish pathogen detection capability to include QA/QC requirements.

- b. Procure and distribute research project specific supplies and equipment.
- c. Maintain accountability for durable equipment.
- d. As required, reconfigure or modify existing laboratories in direct sustainment of research under this effort.
- e. Provide aid for meetings, workshops, and conferences associated with the key research and technology areas.
- f. Ensure compliance of associated USAMRU-K activities with all necessary regulatory bodies.

C.7.1 Work Location

The address of USAMRU-K:

American Embassy
 Medical Research Unit
 PO Box 606
 Village Market, Nairobi, Kenya 00621

The contractor may be required to accomplish some tasks at other locations. The COR will provide specific direction on a task-by-task basis.

C.7.2 USAMRU-K GEIS Projects and Activities

The contractor shall assist USAMRU-K and other designated partners in the conduct and assessment of emerging infectious disease surveillance, epidemiologic studies, outbreak investigation assistance as well as training and capacity-building efforts. The primary action of the contractor is to employ and support the position title: GEIS Kenya Program Manager.

C.7.2.0 Position: GEIS Kenya Program Manager

Job Duties: Program Manager to assist the Director in the administration and management of the USAMRU-K Global Emerging Infections System (DoD-GEIS) Program. The incumbent serves as the primary assistant to USAMRU-K's Coordinator, DoD-GEIS, with chief responsibility for day-to-day administrative management and primary support oversight at USAMRU-K AI/PI activities in Uganda and Cameroon. In this capacity, the incumbent will provide advice and guidance on office and program management, administrative support services. If desirable to the incumbent and the DoD-GEIS Program, the Program Manager may include public health research and public health program implementation (including surveillance and response efforts) and public health program evaluation activities. Incumbent will also work independently in support of wider DoD-GEIS activities in East Africa as directed by the Program Director and/or COR.

Specific areas of responsibility include:

- a. Budgeting and accounting, space management, personnel management, overall management, contracts, and purchasing; work with the DoD-GEIS Accountant and USAMRU-K Resource Manager / Budget Analyst in meeting this duty.
- b. Resolving problems and exercising judgment within generally defined practices and policies.
- c. Facilitates information flow between program members, scientific directors, and the contractor.
- d. Performing program oversight in Uganda and Cameroon answerable to the Program Director.

- e. Advising on manpower utilization, work flow, and operational procedures to increase efficiency, productivity, and make overall improvements for the program.
- f. Coordinating the decision-making process between all program participants.
- g. Conducting public health research or programs as directed by the Program Director.

The incumbent will supervise lower-level program members and is responsible for their hiring. The incumbent oversees contract budgets to ensure fiscal compliance. He/she coordinates and conducts personnel actions and furnishes guidance and assistance as needed. He/she assists with the preparation of requests for contract actions, memorandums, and proposals. He/she coordinates and approves the initiation and processing of purchase orders, supply sources, work orders and maintenance and renovation requests. He/she performs other duties as needed.

C.7.3 Contractor Support Activities

The contractor will conduct the support activities described in paragraphs C.6.4.0-4 in support of the in-country GEIS partners and subcontractors.

C.7.4.0 Staffing Support

- a. Primarily support and maintain the position title: GEIS Kenya Program Manager.
- b. When needed and applicable, hire U.S. and host nation scientists and staff as described above, but not limited to the GEIS Kenya Program Manager position.
- c. Selection and numbers of staff described in Paragraph C.7.4.0 will be made in consultation with GEIS and the contractor.
- d. Facilitate salary payment of staff primarily including the position title: GEIS Kenya Program Manager.
- e. Facilitate when necessary and appropriate and give guidance on the payment of all appropriate benefits and allowances in addition to the staff salary.

C.7.4.1 Purchasing and Travel Support

The contractor shall perform the following tasks when applicable and necessary:

- a. Purchase and transport equipment and supplies to Kenya for delivery to USAMRU-K or any other appropriate entity as directed by the GEIS Kenya Program Manager, the COR, or USAMRU-K USG personnel.
- b. Arrange for travel of personnel necessary to conduct on-site visits as needed.
- c. Support travel expenses and coordination for DoD-GEIS-funded surveillance initiatives.

Refer to Attachment 14 for CLIN 5 Annual Kenya Travel Requirements.

C.7.4.2 Infrastructure Support

The contractor shall perform the following tasks when applicable and necessary:

- a. Renovation and maintenance of office and laboratory buildings and facilities in Kenya as directed by the GEIS Kenya Program Manager, the COR, or USAMRU-K USG personnel.

C.7.4.3 Training Support

The contractor shall perform the following tasks when applicable and necessary:

- a. Coordination and facilitation of training efforts for USAMRU-K.
- b. Coordination and facilitation of training efforts of allied, non-in-country GEIS partner personnel identified by the GEIS Kenya Program Manager, the COR, or USAMRU-K USG personnel.
- c. Coordination and facilitation of degree, diploma, or certificate granting education for USAMRU-K personnel as directed by the GEIS Kenya Program Manager, the COR, or USAMRU-K USG personnel.

C.7.5 Performance Requirements

Reference Attachment 5, Quality Assurance Surveillance Plan (QASP), to this solicitation.

C.7.6 Contractor Deliverables

The contractor shall provide the following types of deliverables:

- a. Interim Performance Reports: Provide entry and closeout reports at completion of research projects. Provide project surveillance updates to participating sites, surveillance partners, and the USAMRU-K leadership as required (all quarters). Prepare and submit quarterly and annual reports to the GEIS Headquarters, Silver Spring, MD.
- b. Financial Reports.
- c. Coordinate routine, detailed reports via MIDRP website and GEIS describing specific laboratory and epidemiologic costs related to specific requested funding by day/week/month/quarter/funding period. Provide routine, detailed reports of laboratory and epidemiologic progress related to specific requested funding by day/week/month/quarter/funding period.
- d. Final Performance Report.
- e. Provide project final reports to include an influenza-like illness (ILI) surveillance plan.
- f. Monthly reports on expenditures and status of funds will be provided to the COR and/or his/her designated representative.

C.8 Surge Capacity and Overseas Support Activities

Performance objectives for CLIN 6 are described in Section C.8.

C.8.1 Introduction

There is a high likelihood that normal life could be disrupted in a public health emergency and many people could be sick, causing schools, businesses and public transportation to be closed or disrupted, limiting people's ability to go about their normal life.

Essential medical supplies and medicines should be available in hospitals and clinics. Guidelines on the types and quantity of essential items that are required in hospitals and clinics should be developed and ready. Healthcare personnel should be trained on infection control measures. Basic training on infection control should be provided to improve pandemic preparedness in healthcare settings.

Healthcare and public health systems need to be maintained in order to deal not only with the public health emergencies but also with other health problems that may occur.

Nonpharmaceutical interventions should include:

- a. Personal hygiene
- b. Social distancing
- c. Public health measures such as
 - 1) School closure
 - 2) Household quarantine

Improving public health emergency preparedness without establishing a working public health infrastructure is unrealistic.

It is also difficult to implement infection control measures in hospitals and personal hygiene during a public health emergency if they are not routinely implemented for seasonal influenza and other infections. Lack of adequate infrastructure, supply chain system, and technical expertise is a fundamental issue for developing countries in regards to public health preparedness.

Strengthening the core capacity in each country should be an essential step to improve preparedness for any public health emergency, including an influenza pandemic.

C.8.2 Background and Need

During a public health emergency, not only will human and animal health be adversely affected, economies will be adversely impacted as well. Public health emergencies affect the supply and distribution of essential medicine and equipment. Disruption in the production, procurement, and distribution of essential medicine and equipment will have negative impacts on communities. It is imperative that public health planners have a clear understanding of the risk and develop a plan to minimize the impact.

By collaborating with the host government, local universities/research centers, NGO's, and other public health institutions, the DoD-GEIS plays a central role in the surveillance and response of infectious disease. While governments have started to address pandemic preparedness through initial planning efforts, very little effort has gone into developing vulnerability assessments on supply chain disruptions and plans that would mitigate the impact of these disruptions on the nation's public health.

C.8.3 Project Objectives

- a. Provide assistance to the USAMRU-K DoD-GEIS Program and implementing partners in the assessment of the public health emergency, surveillance, epidemiologic studies, outbreak investigation assistance as well as training and capacity-building efforts.
- b. Provide public health response support as instructed by the DoD-GEIS.
- c. Play a key role in the procurement, transport, and distribution of essential medicine and equipment by collaborating with DoD-GEIS and its local partners.
- d. Renovate and maintain office and laboratory buildings and facilities in host nations when necessary.

C.8.4 Statement of Work

The contractor shall provide support to overseas DoD-GEIS partners. The contractor shall support laboratories in the affected countries in SubSaharan Africa when requested by USAMRU-K GEIS.

Under this cost reimbursement contract, the contractor, after obtaining the required invitation from host nation partners, shall collaborate with the responsible authorities, local universities/research centers, and international and local NGO's to purchase and transport equipment and supplies and other services as instructed by GEIS. The contractor shall include inputs from key government and private sector stakeholders into this process. The contractor shall, in coordination with those partners, develop realistic, affordable, and actionable recommendations to make the supply chain more resilient or to remediate the impacts of the public health emergency on the procurement, transport and distribution of the essential medicine/supplies and equipment.

The contractor shall develop a framework or ranking method to assess the vulnerability of critical medicines , medical supplies, and supply chain disruption resulting from a public health emergency. This framework should be developed in collaboration with local GEIS partners when available and other international and local entities responsible for public health emergencies. The contractor should address unique procurement, transport, and distribution challenges of critical items during the emergency and shall include, at a minimum for each, critical equipment and supplies. When developing and implementing this plan the following items must be addressed:

- a. The importance of that critical equipment and supplies.
- b. The public health impact resulting from the lack of essential medicine and equipment.
- c. The feasibility of "hardening" the supply chain given current and projected emergency.

C.8.5 Technical Requirements

Prepare a written plan, in collaboration with partners and key stakeholders, to include recommendations of actions the Host Government could/should take to effectively manage the public health emergency. The plans must include realistic, affordable, and actionable recommendations for remediation.

C.8.6 Reporting Schedule

Provide a monthly report to the COR and the in-country GEIS partner.

C.8.7 OCONUS Purchasing Support

The contractor shall perform the following tasks:

- a. After obtaining authorization from the host country(s) and USAMRU-K GEIS, the contractor will purchase and transport critical equipment and supplies to the affected countries in SubSaharan Africa.
- b. Arrange for travel of personnel necessary to conduct on-site visits to all selected locations.
- c. Purchase and deliver laboratory equipment to selected locations.
- d. Coordinate and subcontract with US-based and overseas universities, NGOs, and responsible host government ministries.
- e. Purchase and deliver laboratory supplies, assays, and reagents.
- f. Arrange shipment of biological specimens to the U.S.
- g. Formulate subcontracts to manage and execute DoD-GEIS- funded surveillance initiatives.

- h. Support travel expenses and coordination for DoD-GEIS-funded surveillance initiatives.

C.8.7.0 The contractor shall provide the following types of deliverables:

- a. Purchase Orders
- b. Requisitions
- c. Equipment and Service Warranties
- d. Laboratory Equipment Inventory List
- e. Biological Specimen Records
- f. Subcontract Agreements
- g. Staff Travel Forecasts
- h. Travel and Expense Records

C.8.7.1 The COR will provide the following types of information to the contractor.

- a. Personnel Roster
- b. List of CONUS and OCONUS GEIS partners and contact information
- c. Copy of current subcontract agreements and memoranda

C.8.7.2 OCONUS GEIS Partner Support

The contractor shall perform the following tasks:

- a. Provide assistance to GEIS partners in Sub-Saharan Africa in the conduct and assessment of the public health emergency, epidemiologic studies, outbreak investigation assistance, as well as training
- b. Renovation and maintenance of office and laboratory buildings and facilities in host nations
- c. Hire U.S. and host nation scientists and staff such as, but not limited to:
 - 1) GEIS Project Officer
 - 2) Lab Technicians
 - 3) Field Workers
 - 4) Clinical Officers

C.8.7.3 The contractor shall deliver the following:

- a. Assessment reports on the public health emergency, epidemiologic studies, and outbreak investigation assistance.
- b. Disaster relief support plan.

- c. Building renovation plan and budget.

C.9.0 General

In-country GEIS partners designated by the COR or USAMRU-K USG personnel are responsible for the planning, preparation, and implementation of activities associated with the conduct of the surveillance activities described above. The activities include, but are not limited to, overall scientific protocol management, site and capacity development, the establishment of clinical field sites, personnel training and recruitment, the coordination of emerging infections surveillance, response, research, and capacity building activities including influenza surveillance, and organizing collaborative efforts of named stakeholders conducting and performing surveillance for emerging infections to include influenza in humans and animals in East and Central Africa.

C.9.1 Functional

- a. The in-country GEIS partner is responsible for capacity building to include but not limited to developing and maintaining facilities, responsibility and oversight of the research laboratory and field facilities, recruitment of scientists, laboratory, and administrative support personnel, procurement of supplies, equipment, in-country support services, related personnel, personnel training and development, and local travel.
- b. The in-country GEIS partner will establish and maintain a Coordination Office to manage and coordinate the activities of the scientific protocols and related activities. This facility will direct the activities associated with the conduct of the protocols, including administrative, laboratory analysis, specimen processing and archiving activities as per the protocols.
- c. The in-country GEIS partner will develop and prepare the facilities outlined in paragraphs C.7.1.a and C.7.1.b to ensure that they are able to execute and conduct that portion of the surveillance, research, response, or capacity building as appropriate for the function of that site. Improvements to sites shall be in accordance with the scientific protocols, USAMRU-K GEIS guidelines, and applicable host nation laws and regulations.

C.9.2 Administration

The in-country GEIS partner will provide the required staff and administrative support structure with appropriate staffing to:

- a. Provide overall leadership and assume total responsibility for the DoD-GEIS activities specified herein.
- b. Ensure timely and accurate financial management and reporting to the contractor and USAMRU-K personnel.
- c. Ensure timely responsiveness to internal and external U.S.- and host nation-designated Protocols Monitoring and Audit reporting requirements.
- d. Ensure full compliance with all provisions of this contract and protocols including all necessary GCP and other regulatory requirements.
- e. Prepare and submit final reports to the U.S. and host nation Ethical Review Board and coordinate provision of such reports to other regulatory authorities.
- f. Ensure that all study and scientific protocol-related documents are appropriately filed and stored in a properly secured space, including long-term archival storage of scientific protocol-related documents

beyond the completion of the study in accordance with appropriate regulatory guidelines and regulations.

- g. Undertake the recruitment and retention of all essential personnel for the activities associated with the conduct of the scientific protocols including administrative, scientific, laboratory analysis, and specimen processing, and archiving activities.
- h. Provide continuing training to staff in accordance with both the scientific protocols and the function of the site throughout the study period. Training should include DoD-GEIS activity specific areas such as the volunteer consenting process, procedures for volunteer behavioral assessments and addressing volunteer concerns and issues related to participation in the study. The in-country GEIS partner will document that its staff has participated in all training and that each is proficient in appropriate, assigned procedures, knowledge, and activities.
- i. Provide a central administrative location for epidemiologic data and the management of the scientific protocols collected data, ensuring that data captured and reported shall be in accordance with all scientific protocol provisions, directives, applicable laws, and guidelines.
- j. Ensure that scientific protocol-related documents are appropriately filed and stored in a properly secured space, including long-term archival storage of scientific protocol-related documents beyond the completion of the scientific protocols in accordance with appropriate regulatory guidelines and regulations.
- k. Ensure that all samples are stored and secured as directed by the scientific protocols, manufacturer's instructions, study sponsor's instructions, and regulatory guidelines, and that all archived specimens and data collected during the contract period are available to the contractor and properly stored in conditions appropriate to the specimen integrity for the duration of the contract and up to two (2) years after the termination of this Contract.

C.10 CONTRACTING OFFICERS REPRESENTATIVE

There will be a COR appointed for the resultant contract. The COR will be based at USAMRU-K. The COR's name shall be provided at time of contract award.

C.11 CONTRACTING OFFICER'S REPRESENTATIVE AUTHORITY

A Contracting Officer's Representative (COR) shall be designated by the Contracting Officer to perform technical liaison between the contractor's management and the Contracting Officer in routine technical matters, i.e., prioritization of requirements. Under no circumstances is the COR authorized to effect any changes in the work required under this contract whatsoever, nor to enter into any agreement that has the effect of changing the terms and conditions of this contract, or that causes the contractor to incur any unforeseeable costs. In addition, the COR will not supervise, direct, or control contractor employees. Notwithstanding this provision, to the extent that the contractor accepts any direction that constitutes a change to this contract without the prior written authorization of the Contracting Officer, costs incurred in connection therewith are incurred at the sole risk of the contractor, and if invoiced under this contract, will be disallowed.

C.12 CONTRACTING OFFICER'S AUTHORITY

The Contracting Officer is the only person authorized to direct changes in any of the requirements under this contract and notwithstanding any provisions contained elsewhere in this contract, the said authority remains solely in the Contracting Officer. In the event that the contractor effects any such changes at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and is solely the risk of the contractor.

C.13 PERIOD OF PERFORMANCE

It is anticipated this contract will begin February 8, 2010 and continue for a period of five years. The base period will be one year, with four, one-year option periods.

C.14 QUALITY CONTROL

Inspection and acceptance of services will be in accordance with the Quality Assurance Surveillance Plan (QASP) provided as Attachment 5 to the solicitation.

The contractor shall submit a Quality Control Plan to the Contracting Officer within 30 calendar days after contract award. The plan shall include the contractor's procedures for identifying problems, correcting them, and ensuring they do not reoccur. The contractor shall comply with this plan throughout the duration of the contract.

C.15 FREEDOM OF INFORMATION ACT (FOIA) AND PRIVACY ACT (PA)

Any FOIA or PA request received by the Contractor shall be forwarded, no later than the next workday after receipt, to the COR. The COR will deliver the request to the appropriate unit for processing action. The Contractor shall protect the privacy of all information reported by or about contract employees and shall protect against unauthorized disclosure. The Contractor shall ensure personal privacy data is protected to prevent unauthorized disclosure and ensure proper disposal of records subject to the Act.

C.16 THIRD PARTIES

Nothing contained in this Contract or its modifications shall be construed to grant, vest or create any rights in any person not a party to this Contract. This clause is not intended to limit or impair the rights which any person may have under applicable Federal Statutes.

C.17 REPORTING WASTE, FRAUD, ABUSE AND THEFT

The Contractor shall notify the KO and the COR of any instances of suspected waste, fraud, abuse, loss, or theft of Contractor or Government-furnished property by employees or subcontractors.

CLAUSES INCORPORATED BY FULL TEXT

**CONTRACTOR MANPOWER REPORTING (CMR) - (ACCOUNTING FOR CONTRACT SERVICES)
(OCT 2007) (USAMRAA)**

The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the contractor will report ALL contractor manpower (including sub-contractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address: <https://cmra.army.mil>. The required information includes: (1) Contract Number; (2) Delivery Order Number (If applicable); (3) Task Order Number (If applicable); (4) Requiring Activity Unit Identification Code (UIC); (5) Command; (6) Contractor Contact Information; (7) Federal Service Code (FSC); (8) Direct Labor Hours; (9) Direct Labor Dollars; and, (10) Location. In the event the Contracting Officer's Representative (COR)/Contracting Officer's Technical Representative (COTR) has not entered

their data requirements first, the contractor must also enter the COR/COTR required data with the exception of fund cite, obligations, and disbursement data. The CMRA help desk number is 703-377-6199 for any technical questions. As part of its quote or offer, the contractor will also provide the estimated total cost (if any) incurred to comply with this reporting requirement. The reporting period will be the period of performance not to exceed 12 months ending 30 September of each government fiscal year and must be reported by 31 October of each calendar year.

ORGANIZATIONAL AND CONSULTANT CONFLICTS OF INTEREST (MAR 1999) (USAMRAA)

- a. It is recognized by the parties hereto that the effort performed by the contractor under this contract is of a nature that it creates a potential organizational conflict of interest as is contemplated under the FAR Subpart 9.5.
- b. In the performance of this contract, the contractor may have access to data which is procurement sensitive or is proprietary to other companies, Government consultants or advisors, or the Government. The contractor agrees that he will not utilize such procurement sensitive or proprietary data in performance of future competitive contracts, for studies in the same field, procured either through sealed bids or competitive negotiations. The contractor further agrees not to act as a subcontractor or consultant to any other prime contractor or subcontractor seeking to utilize such data.
- c. The contractor will include the provisions of paragraphs a and b in every first tier subcontract for performance of any portion of this requirement.
- d. This clause shall have effect for the term of the contract (Base Year plus four (4) one-year Options).

SAFEGUARDING PROPRIETARY INFORMATION (MAY 1999) (USAMRAA)

- a. "Proprietary information" shall mean all information, whether disclosed orally, in writings, by drawings, or otherwise relating to the work to be performed under this contract, whether proprietary to the Government or one of its collaborating partners. Proprietary information includes, but is not limited to, information regarding properties, formulae, structures, manufacturing processes, and test results. Information ceases to be proprietary when it is generally available to the public or is available from sources other than the Department of the Army. All information submitted to the contractor under this contract shall be presumed to be proprietary to the Department of the Army or one of its collaborating partners until the Department of the Army announces to the contrary.
- b. The contractor shall safeguard proprietary information both during and after the term of this contract, and shall neither appropriate, nor disclose, nor make unauthorized use of the proprietary information received under this contract. The requirements of this paragraph include, but are not limited to, the following:
 - (1) Maintenance of a high degree of physical security over proprietary information at all times;
 - (2) Discussion of proprietary information only among contractor's employees whose duties and responsibilities require knowledge of that information; and,
 - (3) Elimination of proprietary information in open publications by the contractor and its personnel.
- c. The contractor shall require all personnel who receive proprietary information to execute the statement in paragraph d below when this contract becomes effective or when first employed (if employed after the contract becomes effective). All statements executed pursuant to this paragraph shall be forwarded to the U.S. Army Medical Research Acquisition Activity when this contract terminates, when the employment ends, or upon request of the Contracting Officer.

d. The following statement shall be executed pursuant to paragraph c above:

I hereby acknowledge that I have been informed that my duties may require that I have access to proprietary information. I understand this proprietary information which I will receive includes, but is not limited to, properties, formulae, structures, protocols, manufacturing processes, and test results.

I agree that I will neither appropriate nor disclose nor make unauthorized use of proprietary information both during and after my employment. I further agree that I will neither include nor draw upon proprietary information received under this contract in open publication. This agreement is executed with the intention that collaborating partners of the United States Government who have submitted information to the Government under non-disclosure obligations shall be third party beneficiary hereunder, and shall have the right to enforce the obligations undertaken herein.

Name:

Date:

e. The contractor shall insert the substance of paragraphs a through d above in each subcontract hereunder. Compliance with the provisions of this clause shall be the responsibility of the contractor.

PROHIBITION OF HUMAN RESEARCH (JAN 2007) (USAMRAA)

**** PROHIBITION – READ FURTHER FOR DETAILS ****

Research under this award involving the use of human subjects, to include the use of human anatomical substances and/or human data, may not begin until the US Army Medical Research and Materiel Command's Office of Research Protections, Human Research Protections Office (HRPO) approves the protocol. Written approval to begin research or subcontract for the use of human subjects under the applicable protocol proposed for this award will be issued from the US Army Medical Research and Materiel Command, HRPO, under separate letter to the Contractor. A copy of the approval will be provided to the US Army Medical Research Acquisition Activity for the official file. Non-compliance with any provisions of this clause may result in withholding of funds and or the termination of the award.

PROHIBITION OF USE OF LABORATORY ANIMALS (JAN 2007)(USAMRAA)

PROHIBITION – READ FURTHER FOR DETAILS

Notwithstanding any other provisions contained in the award or incorporated by reference herein, the Contractor is expressly forbidden to use or subcontract for the use of laboratory animals in any manner whatsoever without the express written approval of the US Army Medical Research and Materiel Command's Office of Research Protections, Animal Care and Use Office (ACURO). The Contractor will receive written approval to begin research under the applicable protocol proposed for this award from the US Army Medical Research and Materiel Command, Acquisition Activity for the official file. Non-compliance with any provision of this clause may result in the termination of the award.

52.035-4036 PROHIBITION OF USE OF HUMAN CADAVERS (JAN 2005) (USAMRAA)**** PROHIBITION – READ FURTHER FOR DETAILS****

Research under this award using human cadavers may not begin until the US Army Medical Research and Materiel Command's Office of Research Protections, Human Research Protections Office (HRPO) approves the protocol. Written approval to begin research or subcontract for the use of human cadavers under the applicable protocol proposed for this award will be issued from the US Army Medical Research and Materiel Command, HRPO, under separate letter to the Contractor. A copy of this approval will be provided to the US Army Medical Research Acquisition Activity for the official file. Non-compliance with any provision of this clause may result in withholding of funds and or the termination of the award.

PROHIBITION OF USE OF HUMAN ANATOMICAL SUBSTANCES (APR 2004) (USAMRAA)**** PROHIBITION – READ FURTHER FOR DETAILS****

Research under this award using human anatomical substances may not begin until the U.S. Army Surgeon General's Human Subjects Research Review Board (HSRRB) approves the protocol. Written approval to begin research or subcontract for the use of human anatomical substances under the applicable protocol proposed for this award will be issued from the US Army Medical Research and Materiel Command, HSRRB, under separate letter to the Contractor. A copy of this approval will be provided to the US Army Medical Research Acquisition Activity for the official file. Non-compliance with any provision of this clause may result in withholding of funds and or the termination of the award.

CONTRACTOR IDENTIFICATION (DEC 2005) (USAMRAA)

When contractor personnel perform the services required in this contract on a Government installation they are required to possess and wear an identification badge that displays his or her name and the name of the Company. The contractor shall ensure that contractor personnel identify themselves as contractors when attending meetings, answering Government telephones, providing any type of written correspondence, or working in situations where their actions could be construed as official Government acts.

While performing in a contractor capacity, contractor personnel shall refrain from using their retired or reserve component military rank or title in all written or verbal communications.

KEY PERSONNEL (MAR 1999) (USAMRAA)

a. The Contractor's Key Personnel are as follows:

*Contractor to add here:

- b. The above Key Personnel shall be utilized as necessary to fulfill the requirements of this contract.
- c. The offerer must provide thorough and detailed documentation of the experience, abilities, and background for Key Personnel under this contract in the form of resumes or equivalent statements of qualifications. Such documentation should include but not be limited to: name, curriculum vitae, type and description of experience.
- d. The contractor agrees that during the contract performance period substitution for Key Personnel shall not be permitted unless such substitution is necessitated by sudden illness, death, or termination of employment. In any of these events, the contractor shall promptly notify the Contracting Officer and provide the information required by paragraph (e) below.
- e. All requests for substitutions must provide a detailed explanation of the circumstances necessitating the proposed substitution(s), a complete resume for the proposed substitute(s), and any other information requested by the Contracting Officer needed to approve or disapprove the proposed substitution(s). All proposed substitutes shall have qualifications that are equal to or higher than the qualifications of the person to be replaced. The Contracting Officer or his authorized representative will evaluate such requests and promptly notify the contractor of his approval or disapproval thereof.
- f. If any of the listed Key Personnel are subcontractor personnel, the contractor shall include the substance of this clause in any subcontract which he awards under this contract.

CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, AND EXPLOSIVES (CBRNE) TRAINING (DEC 2006) (USAMRAA)

Some or all contractor employees working under this contract are considered supplemental staffing personnel in that they supplement the efforts of U.S. Army Medical Research and Materiel Command military and civil service employees in their regular and continuing duties. All supplemental staffing employees shall complete an appropriate Army Medical Department CBRNE Training Course offered by the Army Training Support Center. Course access is achieved through enrollment in the Army Correspondence Course Program at <http://www.atsc.army.mil/accp/aipdnew.asp>. Upon course completion, the contractor shall provide a copy of each individual's training certificate to the Contracting Officer. The CBRNE course shall be completed within forty-five (45) calendar days of the individual's commencement of contract services.

The course(s) applicable for this award are annotated below:

XX **CBRNE Basic** - For personnel who would not be employed as responders during a CBRNE event.....such as contractor personnel working in administrative positions.

XX **CBRNE Executive** - For personnel in executive leadership positions.

_____ **CBRNE Clinician** - For health care providers who would or may have clinical duties in response to a CBRNE event.

XX **CBRNE Operator/Responder** - For all personnel, other than health care providers, who would or could be involved in planning or responding to a CBRNE event.

Section E - Inspection and Acceptance

CLAUSES INCORPORATED BY REFERENCE

52.246-5 Inspection Of Services Cost-Reimbursement

APR 1984

Section F - Deliveries or Performance

PERIOD OF PERFORMANCE

The Basic term of this Contract shall be for one (1) year with four (4) one-year option periods that may be exercised in accordance with the Option Provisions at the discretion of the Government. Total duration, inclusive of option periods, is five (5) years. All periods of the Contract are subject to FAR 52.232-18, "Availability of Funds," as included in the provisions of the Contract. The Contractor's responsibility for full performance and operation of the Contract, in strict accordance with the PWS, shall start on date of award unless the award notice provides for a later start date.

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 08-FEB-2010 TO 07-FEB-2011	N/A	KENYA U S LIAISON OFFICE USAMRU-KENYA AMERICAN EMBASSY NAIROBI UNIT 64101 APO AE 09831-4101 FOB: Destination	FB3511
0002	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
0003	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
0004	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
0005	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
0006	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
0007	POP 08-FEB-2010 TO 07-FEB-2011	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1001	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1002	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1003	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511

1004	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1005	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1006	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
1007	POP 08-FEB-2011 TO 07-FEB-2012	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2001	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2002	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2003	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2004	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2005	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2006	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
2007	POP 08-FEB-2012 TO 07-FEB-2013	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3001	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3002	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3003	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3004	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3005	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3006	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
3007	POP 08-FEB-2013 TO 07-FEB-2014	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511

4001	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4002	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4003	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4004	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4005	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4006	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511
4007	POP 08-FEB-2014 TO 07-FEB-2015	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	FB3511

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
52.242-15 Alt I	Stop-Work Order (Aug 1989) - Alternate I	APR 1984
52.247-34	F.O.B. Destination	NOV 1991

CLAUSES INCORPORATED BY FULL TEXT

PROPERTY REPORTING (COMMERCIAL) (MAR 1999) (USAMRAA)

The designated property administrator for Government property acquired for use under this contract is the Contract Specialist, US Army Medical Research Acquisition Activity, Fort Detrick, MD 21702-5014. The contractor shall furnish the designated property administrator report, (i.e. DD FORM 1662, DOD Property in the Custody of Contractors).

- a. Interim Inventories - Annually, as of 30 September, report due 10 October, each year.
- b. Final Inventory - When the contract expires.

Section G - Contract Administration Data

CONTRACT ADMINISTRATION DATA**CONTRACT INSIGHT/OVERSIGHT AND TECHNICAL DIRECTION OF COR**

The Contracting Officer (CO or KO) is the only individual authorized to amend in any way the terms of the Contract. The KO shall appoint a COR to provide all required technical advice and surveillance under the contract. The KO shall exercise oversight of the COR. Costs incurred as the result of changes made to the terms and conditions without the KO's written approval, may not be considered an allowable cost.

REPRESENTATIONS AND CERTIFICATIONS

The representations, certifications and other statements submitted by the Contractor shall be incorporated herein by reference at the time of contract award.

INCORPORATION OF CONTRACTOR'S PROPOSAL INTO THE CONTRACT

During the evaluation and source selection process, the proposing Contractors are anticipated to have offered specific features in their proposals considered by the Government to be beneficial approaches to meeting RFP requirements. These features are captured in the Contractor's RFP documents incorporated into this contract by reference as contract requirements and the complete Contractor's proposal is incorporated in whole or in part herein. Any improvement statements made in the Contractor's proposal shall be considered a part of the resulting contract as long as they do not conflict with the contract terms and conditions. The Contractor shall meet these features along with all other contract requirements. The estimated cost for providing these features is included in the contract CLINs for the Basic Contract Period and in all Option Years.

CONTRACTING OFFICER (KO) POINT OF CONTACT

The Contracting Officer for this project is located at the U.S. Army Medical Research Acquisition Activity, ATTN: MCMR-AAA-W, 820 Chandler Street, Fort Detrick, MD 21702-5014. The following applies:

NOTE: Contact information shall be provided at time of award.

CONTRACTING OFFICER'S REPRESENTATIVE (COR) POINT OF CONTACT

The Contracting Officer's Representative for this project is located at USAMRU-K, American Embassy, Medical Research Unit, P.O. Box 606, Village Market, Nairobi, Kenya 00621. The following applies:

NOTE: Contact information shall be provided at time of award.

CLAUSES INCORPORATED BY FULL TEXT

INCREMENTAL FUNDING (MAR 1999) (USAMRAA)

TO BE COMPLETED AT TIME OF CONTRACT AWARD

a. It is estimated that the total cost to the Government for the full performance of this contract for the period _____ to _____ will be \$ _____. There have been funds allotted for reimbursement of allowable costs, and applicable fee, incurred in the performance of this contract in the amount of only \$ _____. It is estimated that such funded amount shall be sufficient to cover allowable expenses for the period _____ to _____. The amount of the funds currently allotted may be increased by the Contracting Officer without further concurrence of the contractor. It is estimated that the remaining funds will be made available in accordance with the following schedule:

Amount	On or about
--------	-------------

\$ _____

b. Pending the availability of additional funds, performance by the contractor shall be governed by the contract clause entitled "Limitation of Funds", FAR 52.232-22.

VOUCHERS (DEC 2006) (USAMRAA)

a. The Contractor shall email public vouchers (SF 1034), with supporting documentation, not less frequently than monthly to the Contract Specialist and Contracting Officer's Representative for review and forwarding for payment.

b. All vouchers shall state the total amount claimed and the subtotals claimed, by category. The Government will make payments to the Contractor in amounts determined to be allowable by the Contracting Officer in accordance with the FAR clause at 52.216-7, Allowable Cost and Payment. For instance, travel costs shall include, as a minimum: date and place (city, town, or other similar designation) of the expenses; purpose of the trip; name of person and that person's title or relationship to the contractor, number of trips, public carrier rates, per diem costs, incidental costs, etc.

c. Cumulative totals of expenditures in each category shall also be shown.

d. Each voucher submitted must state the period of performance. Each voucher submitted must request payment for only those man-hours or cost expenditures incurred in that period.

e. The Contracting Officer shall be notified immediately in the event the budget for a CLIN category is expected to exceed the negotiated budget.

f. The completion voucher shall be submitted by the Contractor to the Contract Specialist.

TRAVEL (JULY 2007) (USAMRAA)

a. Approval of Foreign Travel. The cost of foreign travel is allowable only when the specific written approval of the Contracting Officer is obtained prior to commencing the trip. Approval shall be requested at least 45 calendar days before the scheduled departure date in order that all necessary clearances may be processed, unless an emergency situation requires expedited processing. Each individual trip must be approved separately, even though it may have been included in a previously approved budget. Foreign travel under this contract is defined as any travel outside of the United States and its territories and possessions.

b. Costs incurred by contractor personnel on official company business, whether foreign travel and/or domestic/local travel, are allowable, subject to the limitations contained in the Federal Acquisition Regulation (FAR) clause at 52.216-7, Allowable Cost and Payment, incorporated into this contract.

GOVERNMENT-FURNISHED PROPERTY/ MATERIEL (MAR 1999) (USAMRAA)

a. Pursuant to the Government Property Clause set forth in the General Provisions of this contract, the Government shall furnish F.O.B. contractor's place of performance, the Government-owned property/materiel listed in paragraph "d" below for use in the performance of this contract.

b. The items shall be delivered in accordance with the schedule set forth in paragraph "d" below.

c. If the items are not received in accordance with the schedule set forth in "d" below, the contractor shall immediately notify the Contracting Officer in writing.

d. Government-furnished property/materiel delivery schedule:

Description	Estimated Quantity	Time of Delivery
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Reference Attachments 15 through 17 of the contract for government-furnished property/materiel. Items shall be made available to the contractor at the performance site(s) upon commencement of services by the contractor.

Section H - Special Contract Requirements

CLAUSES INCORPORATED BY FULL TEXT

INSURANCE (MAR 1999) (USAMRAA)

Prior to award of this contract, the contractor shall obtain and provide proof of insurance in the types and amounts specified in FAR 28.307-2 except as noted.

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	JUL 2004
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	JUL 1995
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	SEP 2007
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.204-7	Central Contractor Registration	APR 2008
52.204-9	Personal Identity Verification of Contractor Personnel	SEP 2007
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	SEP 2006
52.215-2	Audit and Records--Negotiation	MAR 2009
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-10	Price Reduction for Defective Cost or Pricing Data	OCT 1997
52.215-12	Subcontractor Cost or Pricing Data	OCT 1997
52.215-15	Pension Adjustments and Asset Reversions	OCT 2004
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other than Pensions	JUL 2005
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data--Modifications	OCT 1997
52.216-7	Allowable Cost And Payment	DEC 2002
52.216-8	Fixed Fee	MAR 1997
52.219-8	Utilization of Small Business Concerns	MAY 2004
52.219-9	Small Business Subcontracting Plan	APR 2008
52.219-16	Liquidated Damages-Subcontracting Plan	JAN 1999
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	MAR 2007
52.222-29	Notification Of Visa Denial	JUN 2003
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-50	Combating Trafficking in Persons	FEB 2009
52.222-53	Exemption from Application of the Service Contract Act to Contracts for Certain Services--Requirements	FEB 2009
52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.226-1	Utilization Of Indian Organizations And Indian-Owned Economic Enterprises	JUN 2000
52.227-1	Authorization and Consent	DEC 2007
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.228-7	Insurance--Liability To Third Persons	MAR 1996

52.229-3	Federal, State And Local Taxes	APR 2003
52.230-2	Cost Accounting Standards	OCT 2008
52.230-6	Administration of Cost Accounting Standards	MAR 2008
52.232-1	Payments	APR 1984
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 2008
52.232-18	Availability Of Funds	APR 1984
52.232-20	Limitation Of Cost	APR 1984
52.232-22	Limitation Of Funds	APR 1984
52.232-23 Alt I	Assignment of Claims (Jan 1986) - Alternate I	APR 1984
52.232-25	Prompt Payment	OCT 2008
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003
52.233-1	Disputes	JUL 2002
52.233-1 Alt I	Disputes (Jul 2002) - Alternate I	DEC 1991
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.237-3	Continuity Of Services	JAN 1991
52.242-1	Notice of Intent to Disallow Costs	APR 1984
52.242-3	Penalties for Unallowable Costs	MAY 2001
52.242-4	Certification of Final Indirect Costs	JAN 1997
52.242-13	Bankruptcy	JUL 1995
52.243-2 Alt I	Changes--Cost-Reimbursement (Aug 1987) - Alternate I	APR 1984
52.243-7	Notification Of Changes	APR 1984
52.244-2 Alt I	Subcontracts (Jun 2007) - Alternate I	JUN 2007
52.244-5	Competition In Subcontracting	DEC 1996
52.244-6	Subcontracts for Commercial Items	AUG 2009
52.245-1	Government Property	JUN 2007
52.245-9	Use And Charges	JUN 2007
52.246-25	Limitation Of Liability--Services	FEB 1997
52.249-6	Termination (Cost Reimbursement)	MAY 2004
52.249-14	Excusable Delays	APR 1984
52.253-1	Computer Generated Forms	JAN 1991
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense- Contract-Related Felonies	DEC 2008
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	JAN 2009
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Central Contractor Registration (52.204-7) Alternate A	SEP 2007
252.205-7000	Provision Of Information To Cooperative Agreement Holders	DEC 1991
252.209-7001	Disclosure of Ownership or Control by the Government of a Terrorist Country	JAN 2009
252.209-7004	Subcontracting With Firms That Are Owned or Controlled By The Government of a Terrorist Country	DEC 2006
252.211-7007	Reporting of Government-Furnished Equipment in the DoD Item Unique Identification (IUID) Registry	NOV 2008
252.215-7000	Pricing Adjustments	DEC 1991
252.219-7003	Small Business Subcontracting Plan (DOD Contracts)	APR 2007
252.225-7001	Buy American Act And Balance Of Payments Program	JAN 2009
252.225-7002	Qualifying Country Sources As Subcontractors	APR 2003
252.225-7012	Preference For Certain Domestic Commodities	DEC 2008

252.225-7043	Antiterrorism/Force Protection Policy for Defense Contractors Outside the United States	MAR 2006
252.226-7001	Utilization of Indian Organizations and Indian-Owned Economic Enterprises, and Native Hawaiian Small Business Concerns	SEP 2004
252.231-7000	Supplemental Cost Principles	DEC 1991
252.232-7010	Levies on Contract Payments	DEC 2006
252.239-7001	Information Assurance Contractor Training and Certification	JAN 2008
252.242-7004	Material Management And Accounting System	JUL 2009
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	MAR 1998
252.244-7000	Subcontracts for Commercial Items and Commercial Components (DoD Contracts)	AUG 2009
252.246-7003	Notification of Potential Safety Issues	JAN 2007
252.247-7023	Transportation of Supplies by Sea	MAY 2002
252.247-7024	Notification Of Transportation Of Supplies By Sea	MAR 2000

CLAUSES INCORPORATED BY FULL TEXT

52.204-1 APPROVAL OF CONTRACT (DEC 1989)

This contract is subject to the written approval of the Contracting Officer and shall not be binding until so approved.

(End of clause)

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 5 days prior to the date the contract expires.

(End of clause)

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 5 days of expiration provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 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 five years.

(End of clause)

52.233-4 APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM (OCT 2004)

United States law will apply to resolve any claim of breach of this contract.

(End of clause)

52.247-63 PREFERENCE FOR U.S.-FLAG AIR CARRIERS (JUN 2003)

(a) Definitions. As used in this clause--

International air transportation means transportation by air between a place in the United States and a place outside the United States or between two places both of which are outside the United States.

United States means the 50 States, the District of Columbia, and outlying areas.

U.S.-flag air carrier means an air carrier holding a certificate under 49 U.S.C. Chapter 411.

(b) Section 5 of the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. 40118) (Fly America Act) requires that all Federal agencies and Government contractors and subcontractors use U.S.-flag air carriers for U.S. Government-financed international air transportation of personnel (and their personal effects) or property, to the extent that service by those carriers is available. It requires the Comptroller General of the United States, in the absence of satisfactory proof of the necessity for foreign-flag air transportation, to disallow expenditures from funds, appropriated or otherwise established for the account of the United States, for international air transportation secured aboard a foreign-flag air carrier if a U.S.-flag air carrier is available to provide such services.

(c) If available, the Contractor, in performing work under this contract, shall use U.S.-flag carriers for international air transportation of personnel (and their personal effects) or property.

(d) In the event that the Contractor selects a carrier other than a U.S.-flag air carrier for international air transportation, the Contractor shall include a statement on vouchers involving such transportation essentially as follows:

STATEMENT OF UNAVAILABILITY OF U.S.-FLAG AIR CARRIERS

International air transportation of persons (and their personal effects) or property by U.S.-flag air carrier was not available or it was necessary to use foreign-flag air carrier service for the following reasons (see section 47.403 of the Federal Acquisition Regulation): [State reasons]: _____

(End of statement)

(e) The Contractor shall include the substance of this clause, including this paragraph (e), in each subcontract or purchase under this contract that may involve international air transportation.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

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/these address(es):

<http://www.usamraa.army.mil>

(End of clause)

52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any [Defense Federal Acquisition Regulation](#) (48 CFR [2](#)) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

252.204-7006 BILLING INSTRUCTIONS (OCT 2005)

When submitting a request for payment, the Contractor shall--

(a) Identify the contract line item(s) on the payment request that reasonably reflect contract work performance; and

(b) Separately identify a payment amount for each contract line item included in the payment request.

(End of clause)

252.225-7006 QUARTERLY REPORTING OF ACTUAL CONTRACT PERFORMANCE OUTSIDE THE UNITED STATES (MAY 2007)

(a) Definition. United States, as used in this clause, means the 50 States, the District of Columbia, and outlying areas.

(b) Reporting requirement. Except as provided in paragraph (c) of this clause, within 10 days after the end of each quarter of the Government's fiscal year, the Contractor shall report any subcontract, purchase, or intracompany transfer that--

(1) Will be or has been performed outside the United States;

(2) Exceeds the simplified acquisition threshold in Part 2 of the Federal Acquisition Regulation; and

(3) Has not been identified in a report for a previous quarter.

(c) Exception. Reporting under this clause is not required if--

(1) A foreign place of performance is the principal place of performance of the contract; and

(2) The Contractor specified the foreign place of performance in its offer.

(d) Submission of reports. The Contractor shall submit the reports required by this clause to: Deputy Director of Defense Procurement and Acquisition Policy (Contract Policy and International Contracting), OUSD(AT&L)DPAP(CPIC), Washington, DC 20301-3060.

(e) Report format. The Contractor--

(1) Shall submit reports using--

(i) DD Form 2139, Report of Contract Performance Outside the United States; or

(ii) A computer-generated report that contains all information required by DD Form 2139; and

(2) May obtain copies of DD Form 2139 from the Contracting Officer or via the Internet at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

(f) Subcontracts. The Contractor--

(1) Shall include the substance of this clause in all first-tier subcontracts exceeding \$550,000, except those for commercial items, construction, ores, natural gases, utilities, petroleum products and crudes, timber (logs), or subsistence;

(2) Shall provide the number of this contract to its subcontractors required to submit reports under this clause; and

(3) Shall require the subcontractor, with respect to performance of its subcontract, to comply with the requirements directed to the Contractor in paragraphs (b) through (e) of this clause.

(End of clause)

Section J - List of Documents, Exhibits and Other Attachments

EXHIBITS/ATTACHMENTS TABLE

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE	COMMENTS
Attachment 1	CLIN 0001 – Uganda – Current Staffing and Minimum Qualifications of Same or Similar Staff	1 Page	Undated	Attached
Attachment 2	CLIN 0002 – Cameroon – Current Staffing and Minimum Qualifications of Same or Similar Staff	1 Page	Undated	Attached
Attachment 3	CLIN 0003 – GVFI – Current Staffing and Minimum Qualifications of Same or Similar Staff	1 Page	Undated	Attached
Attachment 4	CLIN 0004 – Tanzania Activity Support – Current Staffing and Minimum Qualifications of Same or Similar Staff	1 Page	Undated	Attached
Attachment 5	Quality Assurance Surveillance Plan (QASP)	9 Pages	Undated	Attached
Attachment 6	CLIN 1 Annual Equipment and Supply Requirements for AIPI Human Lab at Uganda Virus Research Institute	2 Pages	Undated	Attached
Attachment 7	CLIN 2 Annual Equipment and Supply Requirements for University of Buea Influenza Project Research Laboratory	3 Pages	Undated	Attached
Attachment 8	CLIN 3 Annual Equipment and Supply Requirements for the GVFI Laboratory	2 Pages	Undated	Attached
Attachment 9	CLIN 4 Annual Equipment and Supply Requirements for Tanzania	2 Pages	Undated	Attached
Attachment 10	CLIN 1 Annual Uganda Travel Requirements for Site Visits/ Training and Scientific Conferences	1 Page	Undated	Attached
Attachment 11	CLIN 2 Annual Cameroon Travel Requirements for Site Visits/	1 Page	Undated	Attached

	Training and Scientific Conferences			
Attachment 12	CLIN 3 Annual GVFI Travel Requirements for Site Visits/ Training and Scientific Conferences	1 Page	Undated	Attached
Attachment 13	CLIN 4 Annual Tanzania Travel Requirements for Site Visits/ Training and Scientific Conferences	1 Page	Undated	Attached
Attachment 14	CLIN 5 Annual Kenya Travel Requirements for Site Visits/ Training and Scientific Conferences	1 Page	Undated	Attached
Attachment 15	CLIN 1 Uganda Equipment and Supply Inventory	2 Pages	Undated	Attached
Attachment 16	CLIN 2 University of Buea Equipment and Supply Inventory	5 Pages	Undated	Attached
Attachment 17	CLIN 3 Cameroon GVFI Equipment and Supply Inventory	9 Pages	Undated	Attached
Attachment 18	Past Performance Questionnaire	3 Pages	Feb 2007	Attached

Section K - Representations, Certifications and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE

52.203-11	Certification And Disclosure Regarding Payments To Influence Certain Federal Transactions	SEP 2007
52.222-38	Compliance With Veterans' Employment Reporting Requirements	DEC 2001
52.222-52	Exemption from Application of the Service Contract Act to Contracts for Certain Services--Certification	NOV 2007
52.225-18	Place of Manufacture	SEP 2006
252.209-7001	Disclosure of Ownership or Control by the Government of a Terrorist Country	JAN 2009
252.225-7000	Buy American Act--Balance Of Payments Program Certificate	JAN 2009
252.225-7031	Secondary Arab Boycott Of Israel	JUN 2005

CLAUSES INCORPORATED BY FULL TEXT

52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)

(a) Definitions.

Common parent, as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

Taxpayer Identification Number (TIN), as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN).

___ TIN:.....

___ TIN has been applied for.

___ TIN is not required because:

___ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

___ Offeror is an agency or instrumentality of a foreign government;

___ Offeror is an agency or instrumentality of the Federal Government.

(e) Type of organization.

___ Sole proprietorship;

___ Partnership;

___ Corporate entity (not tax-exempt);

___ Corporate entity (tax-exempt);

___ Government entity (Federal, State, or local);

___ Foreign government;

___ International organization per 26 CFR 1.6049-4;

___ Other-----

(f) Common parent.

___ Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.

___ Name and TIN of common parent:

Name-----

TIN-----

(End of provision)

52.204-5 WOMEN-OWNED BUSINESS (OTHER THAN SMALL BUSINESS) (MAY 1999)

(a) Definition. Women-owned business concern, as used in this provision, means a concern that is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

(b) Representation. [Complete only if the offeror is a women-owned business concern and has not represented itself as a small business concern in paragraph (b)(1) of FAR 52.219-1, Small Business Program Representations, of this solicitation.] The offeror represents that it () is a women-owned business concern.

(End of provision)

52.204-6 DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (APR 2008)

(a) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS+4" followed by the DUNS number or "DUNS+4" that identifies the offeror's name and address exactly as stated in the offer. The DUNS number is a nine-digit number assigned by Dun and Bradstreet, Inc. The DUNS+4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see Subpart 32.11) for the same concern.

(b) If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one.

(1) An offeror may obtain a DUNS number--

(i) Via the Internet at <http://fedgov.dnb.com/webform> or if the offeror does not have internet access, it may call Dun and Bradstreet at 1-866-705-5711 if located within the United States; or

(ii) If located outside the United States, by contacting the local Dun and Bradstreet office. The offeror should indicate that it is an offeror for a U.S. Government contract when contacting the local Dun and Bradstreet office.

(2) The offeror should be prepared to provide the following information:

(i) Company legal business name.

(ii) Tradestyle, doing business, or other name by which your entity is commonly recognized.

(iii) Company physical street address, city, state and Zip Code.

(iv) Company mailing address, city, state and Zip Code (if separate from physical).

(v) Company telephone number.

(vi) Date the company was started.

(vii) Number of employees at your location.

(viii) Chief executive officer/key manager.

(ix) Line of business (industry).

(x) Company Headquarters name and address (reporting relationship within your entity).

(End of provision)

52.204-8 ANNUAL REPRESENTATIONS AND CERTIFICATIONS (FEB 2009)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is 541690.

(2) The small business size standard is \$7M.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b)(1) If the clause at 52.204-7, Central Contractor Registration, is included in this solicitation, paragraph (d) of this provision applies.

(2) If the clause at 52.204-7 is not included in this solicitation, and the offeror is currently registered in CCR, and has completed the ORCA electronically, the offeror may choose to use paragraph (d) of this provision instead of completing the corresponding individual representations and certifications in the solicitation. The offeror shall indicate which option applies by checking one of the following boxes:

Paragraph (d) applies.

Paragraph (d) does not apply and the offeror has completed the individual representations and certifications in the solicitation.

(c)(1) The following representations or certifications in ORCA are applicable to this solicitation as indicated:

(i) 52.203-2, Certificate of Independent Price Determination. This provision applies to solicitations when a firm-fixed-price contract or fixed-price contract with economic price adjustment is contemplated, unless--

(A) The acquisition is to be made under the simplified acquisition procedures in Part 13;

(B) The solicitation is a request for technical proposals under two-step sealed bidding procedures; or

(C) The solicitation is for utility services for which rates are set by law or regulation.

(ii) 52.203-11, Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions. This provision applies to solicitations expected to exceed \$100,000.

(iii) 52.204-3, Taxpayer Identification. This provision applies to solicitations that do not include the clause at 52.204-7, Central Contractor Registration.

(iv) 52.204-5, Women-Owned Business (Other Than Small Business). This provision applies to solicitations that--

(A) Are not set aside for small business concerns;

(B) Exceed the simplified acquisition threshold; and

(C) Are for contracts that will be performed in the United States or its outlying areas.

(v) 52.209-5, Certification Regarding Responsibility Matters. This provision applies to solicitations where the contract value is expected to exceed the simplified acquisition threshold.

(vi) 52.214-14, Place of Performance--Sealed Bidding. This provision applies to invitations for bids except those in which the place of performance is specified by the Government.

(vii) 52.215-6, Place of Performance. This provision applies to solicitations unless the place of performance is specified by the Government.

(viii) 52.219-1, Small Business Program Representations (Basic & Alternate I). This provision applies to solicitations when the contract will be performed in the United States or its outlying areas.

(A) The basic provision applies when the solicitations are issued by other than DoD, NASA, and the Coast Guard.

(B) The provision with its Alternate I applies to solicitations issued by DoD, NASA, or the Coast Guard.

(ix) 52.219-2, Equal Low Bids. This provision applies to solicitations when contracting by sealed bidding and the contract will be performed in the United States or its outlying areas.

(x) 52.222-22, Previous Contracts and Compliance Reports. This provision applies to solicitations that include the clause at 52.222-26, Equal Opportunity.

(xi) 52.222-25, Affirmative Action Compliance. This provision applies to solicitations, other than those for construction, when the solicitation includes the clause at 52.222-26, Equal Opportunity.

(xii) 52.222-38, Compliance with Veterans' Employment Reporting Requirements. This provision applies to solicitations when it is anticipated the contract award will exceed the simplified acquisition threshold and the contract is not for acquisition of commercial items.

(xiii) 52.223-1, Biobased Product Certification. This provision applies to solicitations that require the delivery or specify the use of USDA-designated items; or include the clause at 52.223-2, Affirmative Procurement of Biobased Products Under Service and Construction Contracts.

(xiv) 52.223-4, Recovered Material Certification. This provision applies to solicitations that are for, or specify the use of, EPA-designated items.

(xv) 52.225-2, Buy American Act Certificate. This provision applies to solicitations containing the clause at 52.225-1.

(xvi) 52.225-4, Buy American Act--Free Trade Agreements--Israeli Trade Act Certificate. (Basic, Alternate I, and Alternate II) This provision applies to solicitations containing the clause at 52.225-3.

(A) If the acquisition value is less than \$25,000, the basic provision applies.

(B) If the acquisition value is \$25,000 or more but is less than \$50,000, the provision with its Alternate I applies.

(C) If the acquisition value is \$50,000 or more but is less than \$67,826, the provision with its Alternate II applies.

(xvii) 52.225-6, Trade Agreements Certificate. This provision applies to solicitations containing the clause at 52.225-5.

(xviii) 52.225-20, Prohibition on Conducting Restricted Business Operations in Sudan--Certification.

(xix) 52.226-2, Historically Black College or University and Minority Institution Representation. This provision applies to--

(A) Solicitations for research, studies, supplies, or services of the type normally acquired from higher educational institutions; and

(B) For DoD, NASA, and Coast Guard acquisitions, solicitations that contain the clause at 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns.

(2) The following certifications are applicable as indicated by the Contracting Officer:

(Contracting Officer check as appropriate.)

----(i) 52.219-19, Small Business Concern Representation for the Small Business Competitiveness Demonstration Program.

----- (ii) 52.219-21, Small Business Size Representation for Targeted Industry Categories Under the Small Business Competitiveness Demonstration Program.

----- (iii) 52.219-22, Small Disadvantaged Business Status.

----- (A) Basic.

----- (B) Alternate I.

----- (iv) 52.222-18, Certification Regarding Knowledge of Child Labor for Listed End Products.

----- (v) 52.222-48, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment Certification.

----- (vi) 52.222-52 Exemption from Application of the Service Contract Act to Contracts for Certain Services-- Certification.

----- (vii) 52.223-9, with its Alternate I, Estimate of Percentage of Recovered Material Content for EPA- Designated Products (Alternate I only).

----- (viii) 52.223-13, Certification of Toxic Chemical Release Reporting.

----- (ix) 52.227-6, Royalty Information.

----- (A) Basic.

----- (B) Alternate I.

----- (x) 52.227-15, Representation of Limited Rights Data and Restricted Computer Software.

(d) The offeror has completed the annual representations and certifications electronically via the Online Representations and Certifications Application (ORCA) website at <http://orca.bpn.gov>. After reviewing the ORCA database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in paragraph (c) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below (offeror to insert changes, identifying change by clause number, title, date). These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

FAR Clause	Title	Date	Change
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Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on ORCA.

(End of Provision)

52.209-5 CERTIFICATION REGARDING RESPONSIBILITY MATTERS (DEC 2008)

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that-

(i) The Offeror and/or any of its Principals-

(A) Are () are not () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have () have not (), within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violating Federal criminal tax laws, or receiving stolen property; and

(C) Are () are not () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.; and

(D) Have [ballot], have not [ballot], within a three-year period preceding this offer, been notified of any delinquent Federal taxes in an amount that exceeds \$3,000 for which the liability remains unsatisfied.

(1) Federal taxes are considered delinquent if both of the following criteria apply:

(i) The tax liability is finally determined. The liability is finally determined if it has been assessed. A liability is not finally determined if there is a pending administrative or judicial challenge. In the case of a judicial challenge to the liability, the liability is not finally determined until all judicial appeal rights have been exhausted.

(ii) The taxpayer is delinquent in making payment. A taxpayer is delinquent if the taxpayer has failed to pay the tax liability when full payment was due and required. A taxpayer is not delinquent in cases where enforced collection action is precluded.

(2) Examples. (i) The taxpayer has received a statutory notice of deficiency, under I.R.C. Sec. 6212, which entitles the taxpayer to seek Tax Court review of a proposed tax deficiency. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek Tax Court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(ii) The IRS has filed a notice of Federal tax lien with respect to an assessed tax liability, and the taxpayer has been issued a notice under I.R.C. Sec. 6320 entitling the taxpayer to request a hearing with the IRS Office of Appeals contesting the lien filing, and to further appeal to the Tax Court if the IRS determines to sustain the lien filing. In the course of the hearing, the taxpayer is entitled to contest the underlying tax liability because the taxpayer has had no prior opportunity to contest the liability. This is not a delinquent tax because it is not a final tax liability. Should the taxpayer seek tax court review, this will not be a final tax liability until the taxpayer has exercised all judicial appeal rights.

(iii) The taxpayer has entered into an installment agreement pursuant to I.R.C. Sec. 6159. The taxpayer is making timely payments and is in full compliance with the agreement terms. The taxpayer is not delinquent because the taxpayer is not currently required to make full payment.

(iv) The taxpayer has filed for bankruptcy protection. The taxpayer is not delinquent because enforced collection action is stayed under 11 U.S.C. 362 (the Bankruptcy Code).

(ii) The Offeror has () has not (), within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) Principal, for the purposes of this certification, means an officer, director, owner, partner, or a person having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment; and similar positions).

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

(End of provision)

52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (MAY 2004)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is 541690.

(2) The small business size standard is \$7M.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) Representations. (1) The offeror represents as part of its offer that it () is, () is not a small business concern.

(2) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, for general statistical purposes, that it () is, () is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a women-owned small business concern.

(4) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a veteran-owned small business concern.

(5) (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.) The offeror represents as part of its offer that it () is, () is not a service-disabled veteran-owned small business concern.

(6) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, as part of its offer, that--

(i) It () is, () is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR part 126; and

(ii) It () is, () is not a joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. (The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture:_____.) Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

(c) Definitions. As used in this provision--

Service-disabled veteran-owned small business concern--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern," means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

Veteran-owned small business concern means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern," means a small business concern --

(1) That is at least 51 percent owned by one or more women; in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice.

(1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

(iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

52.219-22 SMALL DISADVANTAGED BUSINESS STATUS (OCT 1999)

(a) General. This provision is used to assess an offeror's small disadvantaged business status for the purpose of obtaining a benefit on this solicitation. Status as a small business and status as a small disadvantaged business for general statistical purposes is covered by the provision at FAR 52.219-1, Small Business Program Representation.

(b) Representations.

(1) General. The offeror represents, as part of its offer, that it is a small business under the size standard applicable to this acquisition; and either--

___ (i) It has received certification by the Small Business Administration as a small disadvantaged business concern consistent with 13 CFR 124, Subpart B; and

(A) No material change in disadvantaged ownership and control has occurred since its certification;

(B) Where the concern is owned by one or more disadvantaged individuals, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and

(C) It is identified, on the date of this representation, as a certified small disadvantaged business concern in the database maintained by the Small Business Administration(PRO0Net); or

___ (ii) It has submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(2)___ For Joint Ventures. The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements at 13 CFR 124.1002(f) and that the representation in paragraph (b)(1) of this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. [The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: _____.]

(c) Penalties and Remedies. Anyone who misrepresents any aspects of the disadvantaged status of a concern for the purposes of securing a contract or subcontract shall:

- (1) Be punished by imposition of a fine, imprisonment, or both;
- (2) Be subject to administrative remedies, including suspension and debarment; and
- (3) Be ineligible for participation in programs conducted under the authority of the Small Business Act.

(End of provision)

52.219-28 POST-AWARD SMALL BUSINESS PROGRAM REREPRESENTATION (APR 2009)

(a) Definitions. As used in this clause--

Long-term contract means a contract of more than five years in duration, including options. However, the term does not include contracts that exceed five years in duration because the period of performance has been extended for a cumulative period not to exceed six months under the clause at 52.217-8, Option to Extend Services, or other appropriate authority.

Small business concern means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (c) of this clause. Such a concern is "not dominant in its field of operation" when it does not exercise a controlling or major influence on a national basis in a kind of business activity in which a number of business concerns are primarily engaged. In determining whether dominance exists, consideration shall be given to all appropriate factors, including volume of business, number of employees, financial resources, competitive status or position, ownership or control of materials, processes, patents, license agreements, facilities, sales territory, and nature of business activity.

(b) If the Contractor represented that it was a small business concern prior to award of this contract, the Contractor shall rerepresent its size status according to paragraph (e) of this clause or, if applicable, paragraph (g) of this clause, upon the occurrence of any of the following:

(1) Within 30 days after execution of a novation agreement or within 30 days after modification of the contract to include this clause, if the novation agreement was executed prior to inclusion of this clause in the contract.

(2) Within 30 days after a merger or acquisition that does not require a novation or within 30 days after modification of the contract to include this clause, if the merger or acquisition occurred prior to inclusion of this clause in the contract.

(3) For long-term contracts--

(i) Within 60 to 120 days prior to the end of the fifth year of the contract; and

(ii) Within 60 to 120 days prior to the date specified in the contract for exercising any option thereafter.

(c) The Contractor shall rerepresent its size status in accordance with the size standard in effect at the time of this rerepresentation that corresponds to the North American Industry Classification System (NAICS) code assigned to

this contract. The small business size standard corresponding to this NAICS code can be found at <http://www.sba.gov/services/contractingopportunities/sizestandardstopics/>.

(d) The small business size standard for a Contractor providing a product which it does not manufacture itself, for a contract other than a construction or service contract, is 500 employees.

(e) Except as provided in paragraph (g) of this clause, the Contractor shall make the rerepresentation required by paragraph (b) of this clause by validating or updating all its representations in the Online Representations and Certifications Application and its data in the Central Contractor Registration, as necessary, to ensure that they reflect the Contractor's current status. The Contractor shall notify the contracting office in writing within the timeframes specified in paragraph (b) of this clause that the data have been validated or updated, and provide the date of the validation or update.

(f) If the Contractor represented that it was other than a small business concern prior to award of this contract, the Contractor may, but is not required to, take the actions required by paragraphs (e) or (g) of this clause.

(g) If the Contractor does not have representations and certifications in ORCA, or does not have a representation in ORCA for the NAICS code applicable to this contract, the Contractor is required to complete the following rerepresentation and submit it to the contracting office, along with the contract number and the date on which the rerepresentation was completed:

The Contractor represents that it () is, () is not a small business concern under NAICS Code 541690 assigned to contract number **To Be Provided at Time of Award**.

(Contractor to sign and date and insert authorized signer's name and title).

(End of clause)

52.222-22 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS (FEB 1999)

The offeror represents that --

(a) () It has, () has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation;

(b) () It has, () has not, filed all required compliance reports; and

(c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

(End of provision)

52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)

The offeror represents that

(a) [] it has developed and has on file, [] has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2),

or

(b) has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(End of provision)

52.223-13 CERTIFICATION OF TOXIC CHEMICAL RELEASE REPORTING (AUG 2003)

(a) Executive Order 13148, of April 21, 2000, Greening the Government through Leadership in Environmental Management, requires submission of this certification as a prerequisite for contract award.

(b) By signing this offer, the offeror certifies that--

(1) As the owner or operator of facilities that will be used in the performance of this contract that are subject to the filing and reporting requirements described in section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11023) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13106), the offeror will file and continue to file for such facilities for the life of the contract the Toxic Chemical Release Inventory Form (Form R) as described in sections 313(a) and (g) of EPCRA and section 6607 of PPA; or

(2) None of its owned or operated facilities to be used in the performance of this contract is subject to the Form R filing and reporting requirements because each such facility is exempt for at least one of the following reasons: (Check each block that is applicable.)

(i) The facility does not manufacture, process, or otherwise use any toxic chemicals listed in 40 CFR 372.65;

(ii) The facility does not have 10 or more full-time employees as specified in section 313.(b)(1)(A) of EPCRA 42 U.S.C. 11023(b)(1)(A);

(iii) The facility does not meet the reporting thresholds of toxic chemicals established under section 313(f) of EPCRA, 42 U.S.C. 11023(f) (including the alternate thresholds at 40 CFR 372.27, provided an appropriate certification form has been filed with EPA);

(iv) The facility does not fall within the following Standard Industrial Classification (SIC) codes or their corresponding North American Industry Classification System sectors:

(A) Major group code 10 (except 1011, 1081, and 1094.

(B) Major group code 12 (except 1241).

(C) Major group codes 20 through 39.

(D) Industry code 4911, 4931, or 4939 (limited to facilities that combust coal and/or oil for the purpose of generating power for distribution in commerce).

(E) Industry code 4953 (limited to facilities regulated under the Resource Conservation and Recovery Act, Subtitle C (42 U.S.C. 6921, et seq.), 5169, 5171, or 7389 (limited to facilities primarily engaged in solvent recovery services on a contract or fee basis); or

(v) The facility is not located within the United States or its outlying areas.

(End of clause)

52.230-1 COST ACCOUNTING STANDARDS NOTICES AND CERTIFICATION (OCT 2008)

Note: This notice does not apply to small businesses or foreign governments. This notice is in three parts, identified by Roman numerals I through III.

Offerors shall examine each part and provide the requested information in order to determine Cost Accounting Standards (CAS) requirements applicable to any resultant contract.

If the offeror is an educational institution, Part II does not apply unless the contemplated contract will be subject to full or modified CAS coverage pursuant to 48 CFR 9903.201-2(c)(5) or 9903.201-2(c)(6), respectively.

I. DISCLOSURE STATEMENT--COST ACCOUNTING PRACTICES AND CERTIFICATION

(a) Any contract in excess of \$650,000 resulting from this solicitation will be subject to the requirements of the Cost Accounting Standards Board (48 CFR Chapter 99), except for those contracts which are exempt as specified in 48 CFR 9903.201-1.

(b) Any offeror submitting a proposal which, if accepted, will result in a contract subject to the requirements of 48 CFR Chapter 99 must, as a condition of contracting, submit a Disclosure Statement as required by 48 CFR 9903.202. When required, the Disclosure Statement must be submitted as a part of the offeror's proposal under this solicitation unless the offeror has already submitted a Disclosure Statement disclosing the practices used in connection with the pricing of this proposal. If an applicable Disclosure Statement has already been submitted, the offeror may satisfy the requirement for submission by providing the information requested in paragraph (c) of Part I of this provision.

CAUTION: In the absence of specific regulations or agreement, a practice disclosed in a Disclosure Statement shall not, by virtue of such disclosure, be deemed to be a proper, approved, or agreed-to practice for pricing proposals or accumulating and reporting contract performance cost data.

(c) Check the appropriate box below:

(1) Certificate of Concurrent Submission of Disclosure Statement.

The offeror hereby certifies that, as a part of the offer, copies of the Disclosure Statement have been submitted as follows: (i) original and one copy to the cognizant Administrative Contracting Officer (ACO) or cognizant Federal agency official authorized to act in that capacity (Federal official), as applicable, and (ii) one copy to the cognizant Federal auditor.

(Disclosure must be on Form No. CASB DS-1 or CASB DS-2, as applicable. Forms may be obtained from the cognizant ACO or Federal official and/or from the loose-leaf version of the Federal Acquisition Regulation.)

Date of Disclosure Statement: _____ Name and Address of Cognizant ACO or Federal Official Where Filed: _____

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

(2) Certificate of Previously Submitted Disclosure Statement.

The offeror hereby certifies that the required Disclosure Statement was filed as follows:

Date of Disclosure Statement: _____ Name and Address of Cognizant ACO or Federal Official Where Filed: _____

The offeror further certifies that the practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the applicable Disclosure Statement.

(3) Certificate of Monetary Exemption.

The offeror hereby certifies that the offeror, together with all divisions, subsidiaries, and affiliates under common control, did not receive net awards of negotiated prime contracts and subcontracts subject to CAS totaling more than \$50 million (of which at least one award exceeded \$1 million) in the cost accounting period immediately preceding the period in which this proposal was submitted. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

(4) Certificate of Interim Exemption.

The offeror hereby certifies that (i) the offeror first exceeded the monetary exemption for disclosure, as defined in (3) of this subsection, in the cost accounting period immediately preceding the period in which this offer was submitted and (ii) in accordance with 48 CFR 9903.202-1, the offeror is not yet required to submit a Disclosure Statement. The offeror further certifies that if an award resulting from this proposal has not been made within 90 days after the end of that period, the offeror will immediately submit a revised certificate to the Contracting Officer, in the form specified under subparagraph (c)(1) or (c)(2) of Part I of this provision, as appropriate, to verify submission of a completed Disclosure Statement.

CAUTION: Offerors currently required to disclose because they were awarded a CAS-covered prime contract or subcontract of \$50 million or more in the current cost accounting period may not claim this exemption (4). Further, the exemption applies only in connection with proposals submitted before expiration of the 90-day period following the cost accounting period in which the monetary exemption was exceeded.

II. COST ACCOUNTING STANDARDS--ELIGIBILITY FOR MODIFIED CONTRACT COVERAGE

If the offeror is eligible to use the modified provisions of 48 CFR 9903.201-2(b) and elects to do so, the offeror shall indicate by checking the box below. Checking the box below shall mean that the resultant contract is subject to the Disclosure and Consistency of Cost Accounting Practices clause in lieu of the Cost Accounting Standards clause.

() The offeror hereby claims an exemption from the Cost Accounting Standards clause under the provisions of 48 CFR 9903.201-2(b) and certifies that the offeror is eligible for use of the Disclosure and Consistency of Cost Accounting Practices clause because during the cost accounting period immediately preceding the period in which this proposal was submitted, the offeror received less than \$50 million in awards of CAS-covered prime contracts and subcontracts. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

CAUTION: An offeror may not claim the above eligibility for modified contract coverage if this proposal is expected to result in the award of a CAS-covered contract of \$50 million or more or if, during its current cost accounting period, the offeror has been awarded a single CAS-covered prime contract or subcontract of \$25 million or more.

III. ADDITIONAL COST ACCOUNTING STANDARDS APPLICABLE TO EXISTING CONTRACTS

The offeror shall indicate below whether award of the contemplated contract would, in accordance with subparagraph (a)(3) of the Cost Accounting Standards clause, require a change in established cost accounting practices affecting existing contracts and subcontracts.

() YES () NO

(End of clause)

252.225-7035 BUY AMERICAN ACT--FREE TRADE AGREEMENT --BALANCE OF PAYMENTS PROGRAM CERTIFICATE (JAN 2009)

(a) Definitions. Bahrainian end product, commercially available off-the-shelf (COTS) item, domestic end product, Free Trade Agreement country, Free Trade Agreement country end product, foreign end product, Moroccan end product, qualifying country end product, and United States have the meanings given in the Buy American Act--Free Trade Agreements--Balance of Payments Program clause of this solicitation.

(b) Evaluation. The Government--

(1) Will evaluate offers in accordance with the policies and procedures of part 225 of the Defense Federal Acquisition Regulation Supplement; and

(2) For line items subject to Free Trade Agreements, will evaluate offers of qualifying country end products or Free Trade Agreement country end products other than Bahrainian end products or Moroccan end products without regard to the restrictions of the Buy American Act or the Balance of Payments Program.

(c) Certifications and identification of country of origin.

(1) For all line items subject to the Buy American Act--Free Trade Agreements--Balance of Payments Program clause of this solicitation, the offeror certifies that--

(i) Each end product, except the end products listed in paragraph (c)(2) of this provision, is a domestic end product; and

(ii) Components of unknown origin are considered to have been mined, produced, or manufactured outside the United States or a qualifying country.

(2) The offeror shall identify all end products that are not domestic end products.

(i) The offeror certifies that the following supplies are qualifying country (except Australian or Canadian) end products:

(Line Item Number) (Country of Origin)

(ii) The offeror certifies that the following supplies are Free Trade Agreement country end products other than Bahrainian end products or Moroccan end products:

(Line Item Number) (Country of Origin)

(iii) The following supplies are other foreign end products, including end products manufactured in the United States that do not qualify as domestic end products, i.e., an end product that is not a COTS item and does not meet the component test in paragraph (ii) of the definition of "domestic end product":

(Line Item Number)-----

(Country of Origin (If known))-----

(End of provision)

Section L - Instructions, Conditions and Notices to Bidders

CLAUSES INCORPORATED BY REFERENCE

52.214-34	Submission Of Offers In The English Language	APR 1991
52.214-35	Submission Of Offers In U.S. Currency	APR 1991
52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation	FEB 1999
52.222-46	Evaluation Of Compensation For Professional Employees	FEB 1993
52.237-10	Identification of Uncompensated Overtime	OCT 1997

CLAUSES INCORPORATED BY FULL TEXT

52.215-1 INSTRUCTIONS TO OFFERORS--COMPETITIVE ACQUISITION (JAN 2004)

(a) Definitions. As used in this provision--

“Discussions” are negotiations that occur after establishment of the competitive range that may, at the Contracting Officer's discretion, result in the offeror being allowed to revise its proposal.

“In writing or written” means any worded or numbered expression which can be read, reproduced, and later communicated, and includes electronically transmitted and stored information.

“Proposal modification” is a change made to a proposal before the solicitation's closing date and time, or made in response to an amendment, or made to correct a mistake at any time before award.

“Proposal revision” is a change to a proposal made after the solicitation closing date, at the request of or as allowed by a Contracting Officer as the result of negotiations.

“Time”, if stated as a number of days, is calculated using calendar days, unless otherwise specified, and will include Saturdays, Sundays, and legal holidays. However, if the last day falls on a Saturday, Sunday, or legal holiday, then the period shall include the next working day.

(b) Amendments to solicitations. If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offerors shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s).

(c) Submission, modification, revision, and withdrawal of proposals. (1) Unless other methods (e.g., electronic commerce or facsimile) are permitted in the solicitation, proposals and modifications to proposals shall be submitted in paper media in sealed envelopes or packages (i) addressed to the office specified in the solicitation, and (ii) showing the time and date specified for receipt, the solicitation number, and the name and address of the offeror. Offerors using commercial carriers should ensure that the proposal is marked on the outermost wrapper with the information in paragraphs (c)(1)(i) and (c)(1)(ii) of this provision.

(2) The first page of the proposal must show--

(i) The solicitation number;

(ii) The name, address, and telephone and facsimile numbers of the offeror (and electronic address if available);

(iii) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the price set opposite each

item;

(iv) Names, titles, and telephone and facsimile numbers (and electronic addresses if available) of persons authorized to negotiate on the offeror's behalf with the Government in connection with this solicitation; and

(v) Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(3) Submission, modification, or revision, of proposals.

(i) Offerors are responsible for submitting proposals, and any modifications, or revisions, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that proposal or revision is due.

(ii)(A) Any proposal, modification, or revision received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and--

(1) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of proposals; or

(2) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(3) It is the only proposal received.

(B) However, a late modification of an otherwise successful proposal that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(iii) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(iv) If an emergency or unanticipated event interrupts normal Government processes so that proposals cannot be received at the office designated for receipt of proposals by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(v) Proposals may be withdrawn by written notice received at any time before award. Oral proposals in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile proposals, proposals may be withdrawn via facsimile received at any time before award, subject to the conditions specified in the provision at 52.215-5, Facsimile Proposals. Proposals may be withdrawn in person by an offeror or an authorized representative, if the identity of the person requesting withdrawal is established and the person signs a receipt for the proposal before award.

(4) Unless otherwise specified in the solicitation, the offeror may propose to provide any item or combination of items.

(5) Offerors shall submit proposals in response to this solicitation in English, unless otherwise permitted by the solicitation, and in U.S. dollars, unless the provision at FAR 52.225-17, Evaluation of Foreign Currency Offers, is

included in the solicitation.

(6) Offerors may submit modifications to their proposals at any time before the solicitation closing date and time, and may submit modifications in response to an amendment, or to correct a mistake at any time before award.

(7) Offerors may submit revised proposals only if requested or allowed by the Contracting Officer.

(8) Proposals may be withdrawn at any time before award. Withdrawals are effective upon receipt of notice by the Contracting Officer.

(d) Offer expiration date. Proposals in response to this solicitation will be valid for the number of days specified on the solicitation cover sheet (unless a different period is proposed by the offeror).

(e) Restriction on disclosure and use of data. Offerors that include in their proposals data that they do not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, shall--

(1) Mark the title page with the following legend: This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of--or in connection with-- the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets]; and

(2) Mark each sheet of data it wishes to restrict with the following legend: Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

(f) Contract award. (1) The Government intends to award a contract or contracts resulting from this solicitation to the responsible offeror(s) whose proposal(s) represents the best value after evaluation in accordance with the factors and subfactors in the solicitation.

(2) The Government may reject any or all proposals if such action is in the Government's interest.

(3) The Government may waive informalities and minor irregularities in proposals received.

(4) The Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

(5) The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit cost or prices offered, unless the offeror specifies otherwise in the proposal.

(6) The Government reserves the right to make multiple awards if, after considering the additional administrative costs, it is in the Government's best interest to do so.

(7) Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the Government.

(8) The Government may determine that a proposal is unacceptable if the prices proposed are materially unbalanced

between line items or subline items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Contracting Officer determines that the lack of balance poses an unacceptable risk to the Government.

(9) If a cost realism analysis is performed, cost realism may be considered by the source selection authority in evaluating performance or schedule risk.

(10) A written award or acceptance of proposal mailed or otherwise furnished to the successful offeror within the time specified in the proposal shall result in a binding contract without further action by either party.

(11) If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:

(i) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.

(ii) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.

(iii) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.

(iv) A summary of the rationale for award.

(v) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.

(vi) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

(End of provision)

52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a cost reimbursement contract resulting from this solicitation.

(End of provision)

52.233-2 SERVICE OF PROTEST (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from

U.S. Army Medical Research Acquisition Activity
820 Chandler Street
Fort Detrick, MD 21702-5014

ATTN: Mr. Aaron J. Wade
aaron.wade1@us.army.mil

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://www.usamraa.army.mil>

(End of provision)

52.252-5 AUTHORIZED DEVIATIONS IN PROVISIONS (APR 1984)

(a) The use in this solicitation of any Federal Acquisition Regulation (48 CFR Chapter 1) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the provision.

(b) The use in this solicitation of any [Defense Federal Acquisition Regulation Supplement](#) (48 CFR Chapter 2) provision with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of provision)

PROPOSAL PREPARATION

1. PROPOSAL PREPARATION INSTRUCTIONS

Offeror Definition

"Offeror," as used in this solicitation, encompasses either a single entity, or a consortium of entities including subcontractors or teaming partners, that submit a proposal in response to this solicitation. If the offeror consists of a consortium of entities, one shall be clearly designated as the prime offeror.

Proposal Content Style

Proposals shall be clear, specific, complete, and concise, presenting complete effective methods and approaches for satisfying the RFP's requirements. Content shall be indexed (cross-indexed, as appropriate) and logically assembled.

The overall proposal shall consist of two volumes (one technical proposal including Part I – Technical Approach, Part II – Relevant Corporate Experience, Part III – Past Performance, and Part IV - Personnel Experience and one cost proposal).

2. PROPOSAL SUBMISSION REQUIREMENTS

Offerors shall submit their proposal in accordance with the instructions outlined in Section L of this RFP. Failure to submit all documents concurrently and in accordance with the instructions outlined in Section L of this RFP may render a proposal NON-RESPONSIVE.

One Proposal

The Government will evaluate only one proposal from each prime offeror.

Award on Initial Offer

The Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost/price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. (Reference FAR 52.215-1(f)(4).)

Proposal Revisions

Should the Government determine that discussions are necessary, the Contracting Officer will provide proposal revision instructions to the offeror, as required.

Proposal Incorporation into the Contract

The Government will incorporate into the resultant contract any and/or all commitments made in the offeror's proposal.

Submission of Proposal

Offerors shall submit proposals in two volumes: (1) a technical proposal including four clearly marked parts (Part I – Technical Approach, Part II - Relevant Corporate Experience, Part III – Past Performance, and Part IV – Personnel Experience) for each of the non-cost factors and (2) a cost proposal that includes the solicitation coversheet and Representations and Certifications. Addendums may be added where appropriate to the respective parts. The offeror's proposal shall be received at USAMRAA no later than **3:00 P.M. Eastern Time on 6 November 2009**. Proposals shall be in Arial font no smaller than 11 pitch or Times New Roman font no smaller than 12 pitch with 1-inch margins.

a. Each of the parts (Parts I through IV) identified as non-cost factors under the heading of Submission of Proposal, above, shall be separate and complete so that evaluation of one may be accomplished independently of, and concurrently with, evaluation of the others. Offerors shall also submit proposals on two original (one for the Technical Proposal and one for the Cost Proposal) and two backup (one for the Technical Proposal and one for the Cost Proposal) compact discs (CDs) in Microsoft Word or .pdf format. Technical Exhibits may be in Microsoft Excel or .pdf format. Proposals shall be submitted to the following address:

Director
US Army Medical Research Acquisition Activity
ATTN: MCMR-AAA-W (Mrs. Dana L. Herndon)
820 Chandler Street
Fort Detrick, MD 21702-5014

b. Offerors are referred to FAR 52.215-1, Instructions to Offerors Provisions, for general instructions on: submission, modification, revision and withdrawal of proposals; late proposals and revisions; offer expiration date; restrictions on disclosure and use of data; and contract award.

c. Evaluation of Proposals: The Government will evaluate proposals in accordance with the evaluation criteria set forth in RFP No. W81XWH-09-R-0041.

d. An offeror's proposal must stipulate that it is predicated upon all the terms and conditions of this RFP.

e. It is understood that the offeror's proposal will be incorporated in full or in part into the contract.

PROPOSAL SUBMISSION REQUIREMENTS

In order to be considered for possible contract award, the offeror shall submit two (2) volumes: a technical proposal including four clearly marked parts (Part I – Technical Approach, Part II - Relevant Corporate Experience, Part III – Past Performance, and Part IV – Personnel Experience) for each of the non-cost factors and (2) a cost proposal that includes the solicitation coversheet and Representations and Certifications. Addendums may be added where appropriate to the respective parts.

A. TECHNICAL PROPOSAL: PART I - TECHNICAL APPROACH

1. Technical Approach is required to meet all requirements of the solicitation, not just factors and sub-factors set forth in the PWS, to be eligible for award. Technical Approach must include a discussion of your methodology to meet all the requirements of the contemplated contract. The Technical Approach discussion shall be specific, detailed, and complete enough to clearly and fully demonstrate that you understand the requirements and the inherent problems associated with the objectives of this procurement. Stating that you understand and will comply with the specifications, or paraphrasing the specifications is inadequate as are phrases such as: "*Standard procedures will be employed*" and "*Well-known techniques will be used.*" Technical Approach must address each portion of the PWS and be sufficiently detailed so as to allow the government to evaluate the feasibility of how **your organization** proposes to comply with the applicable Performance Work Statement (PWS) including a full explanation of the techniques and procedures to be followed. Your proposal shall be specific and complete. The offeror is urged to examine this solicitation in its entirety and to assure that the submitted proposal contains all the necessary information and provides all required documentation and is complete in all respects. Evaluation of the proposal will be based on the actual material presented and not on the basis of what is implied. You shall ensure that your cost proposal is consistent with your technical proposal in all respects since the cost proposal may be used as an aid to determine the offeror's understanding of the technical requirements. Discrepancies may be viewed as a lack of understanding.

2. The quality of the proposal will be judged on the following:

- **Understanding of requirements**
- **Understanding the complexities of working in developing countries, especially in countries in Sub-Saharan Africa**
- **Feasibility and quality of approach**
- **Completeness**

Refer to Section M, Evaluation Approach, for definitions of subfactors.

B. TECHNICAL PROPOSAL: PART II - RELEVANT CORPORATE EXPERIENCE

1. The offeror shall describe in a narrative the contracts you and/or your subcontractors have performed in the past that are similar in scope and complexity to the requirements of this solicitation. The narrative shall include all federal agency related projects completed or in progress during the last five (5) years. Projects involving significant operations overseas in lesser developed or developing nations are preferred and should involve some interaction with host nation medical/public health/educational/defense organizations such as ministry of health, ministry of

defense, ministry of education, national universities, NGOs, PVOs, or other non-governmental organizations operating overseas. At least two (2) of the projects must demonstrate evidence of public health services. Evidence of experience interacting with public health or medical laboratories should also be provided. The offerors may submit additional information at their discretion if they consider such information necessary to establish a record of relevant experience. It is anticipated that the narrative will include as a minimum:

- a. Customer's name, address, and telephone number of both the lead contractual and technical persons.
- b. Contract number, type, and total original and present or final contract value.
- c. Date of contract, place(s) of performance, and delivery dates or period of performance.
- d. Brief description of contract work and comparability to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that it is comparable.
- e. Method of acquisition: competitive or noncompetitive.
- f. Nature of award: initial or follow-on.
- g. Discuss any major technical problems and how they were overcome. List any major deviations or waivers to technical requirements that were granted by the customer.
- h. Cost management history, cost overruns and underruns, and cost incentive history, if applicable.
- i. List any contracts terminated (partial or complete) within the past five (5) years and basis for termination (convenience or default). Include the contract number, name, address, and telephone number of the terminating officer. Include contracts that were "descoped" by the customer because of performance or cost problems.
- j. Average number of personnel on the contract per year and percent turnover of personnel per year.

2. The quality of the proposal will be judged on the following:

- **Experience working with local and international partners in Sub-Saharan Africa**
- **Experience working with host nation authorities such as Ministry of Defense, Ministry of Health, and Others**
- **Experience managing regulatory requirements in the host countries and relevant U.S. federal agencies**
- **Experience securing the necessary permits/authorizations for project execution and work/residence permits for expatriate staff**
- **Experience transferring funds to countries in Sub-Saharan Africa and subsequent resource management and accounting**
- **Experience in the procurement and delivery of laboratory equipment and supplies**

Refer to Section M, Evaluation Approach, for definitions of subfactors.

C. TECHNICAL PROPOSAL: PART III - PAST PERFORMANCE

1. The offeror's past performance information will be used to assess the relative risk associated with an offeror's likelihood of success in performing the solicitation's requirements as indicated by that offeror's record of

past performance. Offerors will submit at their discretion information to establish a record of past performance. The data submitted in this volume should include at a minimum:

- a. Customer's name, address, and telephone number of both the lead contractual and technical persons.
- b. Contract number, type, and total original and present or final contract value.
- c. Date of contract, place(s) of performance, and delivery dates or period of performance.
- d. Method of acquisition: competitive or noncompetitive.
- e. Nature of award: initial or follow-on.
- f. Discuss any major technical problems and how they were overcome. List any major deviations or waivers to technical requirements that were granted by the customer.
- g. Cost management history, cost overruns and underruns, and cost incentive history, if applicable.
- h. List any contracts terminated (partial or complete) within the past five (5) years and basis for termination (convenience or default). Include the contract number, name, address, and telephone number of the terminating officer. Include contracts that were "descoped" by the customer because of performance or cost problems.
- i. Average number of personnel on the contract per year and percent turnover of personnel per year.

2. The quality of this portion of the proposal will be judged on the following:

- **Information on past performance in similar requirements to establish a record of past performance**

Refer to Section M, Evaluation Approach, for definitions of subfactors.

3. Past Performance Questionnaire(s) (Attachment 18 to the solicitation) shall not be included in this volume. Offerors are required to send Past Performance Questionnaires to each of their references for completion and return by the references to the Contracting Officer prior to the closing date and time of the solicitation.

D. TECHNICAL PROPOSAL : PART IV - PERSONNEL EXPERIENCE

1. The offeror's personnel experience will be used to assess the ability of recruiting and/or retaining competent on-site personnel, to include a program manager, other public health officers, and field staff, laboratorians, administrators, support staff, and other experienced personnel. The offeror will be evaluated for the level of knowledge, training, skills, and experience necessary to attract, retain, and evaluate candidates for the required positions.

The Government will assess each offeror's understanding of the proposed contract and the ability of the offeror's staff to support the partners on the ground in an efficient and effective manner. The evaluation will take into account the offeror's management structure and processes, key personnel qualifications, and resources. The Government will evaluate the offeror's overall ability to assist the partners on the ground.

2. The quality of this portion of the proposal will be judged on the following:

- **Experience in the recruitment and retention of and human resource management of program managers, public health professionals and other in-country personnel necessary for the implementation of international health endeavors**

- **Specific quality and amount of experience of the human resources or allied department staff of the offeror in providing support to partners on the ground in an efficient and effective manner**
- **Offeror's management structure and processes, key personnel qualifications, and resources**

Refer to Section M, Evaluation Approach, for definitions of subfactors.

E. COST PROPOSAL: COST

1. Cost information shall be submitted in accordance with the provisions of part 15.403-5 of the Federal Acquisition Regulation and will be submitted in both Microsoft Word and Microsoft Excel 2003 compatible format. The offeror shall detail the anticipated cost structure to meet all requirements of the PWS. The cost proposal should be detailed enough that the government can determine overall cost as well as whether the proposed expenditures for specific job categories can realistically be expected to attract high quality employees. It should also be detailed enough that the government can determine if the offeror's approach can realistically be completed within the proposed budget and meet all PWS requirements. Provide the procedures that will be used to develop and maintain oversight of funding, expenditures, budget plans, allocations, commitments, and obligation. The Cost Proposal information shall include the following:

a. Price and cost proposals, including a completed Schedule of Prices and Costs setting forth hourly rates and numbers of staffing for each performance CLIN. The offeror must propose a fully detailed budget and substantiate the costs proposed. Include a narrative describing performance and other risks assessed, judgmental factors applied, and assumptions made in preparing the proposal.

b. Provide a detailed breakout of costs in terms of labor, materials, overhead, general and administrative (G&A), and profit (as applicable). Address all proposed labor categories, including those personnel subject to union agreements, the Service Contract Act, and those exempt from either or both. As a part of their proposal, offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure. Also include a discussion of the consistency of the proposal among the categories of labor being proposed. Differences between benefits offered professional employees shall be highlighted. The requirements of the plan may be combined with that required by the clause at FAR 52.222-46, "Evaluation of Compensation for Professional Employees."

c. The offeror shall provide written support to demonstrate that its proposed compensation is reasonable. The offeror shall include the rationale for any conformance procedures used for those Service Contract Act employees proposed that do not fall within the scope of any classification listed in any applicable wage determination.

F. SOLICITATION COVER PAGE, FILL-IN PAGES, AND OTHER SUBMITTALS OF THE OFFER

All indicated offeror data on the Solicitation cover page and all required fill-in sections must be completed. The signed Cover Page, the pages with the required fill-in's, and all of the Representations and Certifications must be submitted. The balance of the solicitation need not be returned unless the offeror has made changes to other pages that will constitute part of the contract. Any such changes must be separately identified as set forth in a Summary of Exceptions.

G. PROPOSAL PAGE LIMITATION, PACKAGING, AND ASSEMBLY

1. Proposals shall be submitted on two non-rewritable CDs (one for the technical proposal and one for the cost proposal) and two non-rewritable backup CDs (one for the technical proposal and one for the cost proposal) in Microsoft Word format or .pdf format and, where specified, in Microsoft Excel 2003 or .pdf format. The offeror shall provide written documentation, which describes the contents of the CDs and of each file. A total of four (4) disks shall be submitted with two of the disks identified as the backup. One original and four printed copies of all materials shall also be provided on white paper.

2. There is a maximum page limitation of **150 pages** for Parts I through IV of the Technical Proposal submitted in response to this solicitation. Addenda may be submitted as necessary. A page is defined as one side of a sheet, 8-1/2" x 11", with at least one inch margins on all sides, using not smaller than **11 point Arial or 12 point Times New Roman font**. Foldouts count as an equivalent number of 8-1/2" x 11" pages. The metric standard format most closely approximating the described standard 8-1/2" x 11" size may also be used. Pages submitted in excess of the limitations specified in this provision will not be evaluated by the Government. Title pages, Cover Sheets, Table of Contents, Resumes and Curriculum Vitae, Addenda, and Past Performance Questionnaires are not included in the page counts. Offeror's retention plan may be submitted as an Addenda to Volume IV – Personnel Experience. If final proposal revisions are requested, separate page limitations and the color of paper for the revisions will be specified in the Government's request for that submission.

Section M - Evaluation Factors for Award

BASIS FOR AWARD

OVERALL BASIS FOR AWARD

The candidate contractor/organization for contract award shall be presented to the Source Selection Authority (SSA)/Contracting Officer (CO/KO) on the basis of an integrated assessment of the strengths, weaknesses, and risks associated with each proposal.

The SSA/CO/KO shall consider all relevant factors and make the selection on the basis of the proposal deemed to be the most advantageous to the Government. The SSA/CO/KO will determine the best value by comparing the differences (strengths, weaknesses, and risks) in the features and attributes of Parts I to IV of the offeror's technical proposal with the difference in the evaluated cost proposal. In making this comparison, as stated in section L, the Government will evaluate proposals on the basis of five factors listed in descending order of importance: Technical Approach, Relevant Corporate Experience, Past Performance, Personnel Experience, and Cost. The technical merit is comprised of the items listed under the heading "Evaluation Factors," 1. Technical Approach, below. The government's assessment of technical merit will be based on information provided with the offeror's proposal and may be augmented by information gathered from checking past performance and overseas experience. However, the Government will not make an award at a significantly higher overall cost if the other merit factors are only slightly higher. Evaluated cost may become the determining factor for award of a contract as proposals become more equal based on other factors. The degree of equality between proposals will be measured by the nature, significance, and applicability of the features proposed.

EVALUATION OF PROPOSALS

The Government will evaluate each proposal to determine which offer represents the best overall value to the Government.. The Government reserves the right to make a competitive range cut of proposals at the outset of the Source Selection Activity immediately after initial review and evaluation.

EVALUATION OF OPTIONS (52.217-5) (JULY 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

SOURCE SELECTION AND EVALUATION FACTORS--GENERAL

Source Selection

This competitive acquisition shall be conducted in accordance with the Federal Acquisition Regulation and the DoD and Army Supplements that are applicable to a "Source Selection."

Evaluation Factors – Basis for Award

1. The award will be made based on the best overall value proposal that is determined to be the most beneficial to the Government, with appropriate consideration given to the five evaluation factors listed in descending order of importance: Technical Approach, Relevant Corporate Experience, Past Performance, Personnel Experience, and Cost. The non-cost factors combined are significantly more important than the cost factor; however, cost may become the deciding factor if proposals are evaluated and determined to be literally equivalent on all non-cost factors. On the rare occasion that no past performance exists within the offeror's organization or for whom information on past performance is unavailable, the offeror will not be evaluated favorably or unfavorably on past performance but will be treated as an unknown performance risk. To receive consideration for award, a rating of no less than "Acceptable" must be achieved for Technical Approach and Relevant Corporate Experience. Proposals that are unrealistic in terms of technical or schedule commitments or unrealistically high or low in price

will be deemed reflective of an inherent lack of technical competence or indicative of the offeror's failure to comprehend the complexity and risks of the contract requirements and may be grounds for rejection of the proposal. Offerors are cautioned that the award may not necessarily be made to the lowest cost offered.

2. The Government reserves the right to:

- a. Reject any or all proposals;
- b. Award no contract at all depending on the quality of the proposal(s) submitted and the availability of funds;
- c. Award to other than the lowest priced offer;
- d. Waive informalities and minor irregularities in offers received; and
- e. Award a contract without discussions.

Each initial offer should contain the offeror's best terms from a technical and price standpoint.

Evaluation Factors

1. Technical Approach

- Understanding of Requirements
- Understanding the Complexities of Working in Developing Countries, especially in Countries in Sub-Saharan Africa
- Feasibility and Quality of Approach
- Completeness

2. Relevant Corporate Experience

- Experience Working with Local and International Partners in Sub-Saharan Africa
- Experience Managing Regulatory Requirements in the Host Countries and Relevant U.S. Federal Agencies
- Experience Working with Host Nation Authorities such as: Ministry of Defense, Ministry of Health, and Others
- Experience Securing the Necessary Permits/Authorizations for Project Execution and Work/ Residence Permits for Expatriate Staff
- Experience Transferring Funds to Countries in Sub-Saharan Africa and Subsequent Resource Management and Accounting
- Experience in the Procurement and Delivery of Laboratory Equipment and Supplies

3. Past Performance

- Information of Past Performance in Similar Requirements to Establish a Record of Past Performance

4. Personnel Experience

- Experience in the recruitment and retention of and human resource management of program managers, public health professionals and other in-country personnel necessary for the implementation of international health endeavors
- Specific quality and amount of experience of the human resources or allied department staff of the offeror in providing support to partners on the ground in an efficient and

effective manner.

- Offeror's management structure and processes, key personnel qualifications, and resources

5. Cost

EVALUATION APPROACH

All proposals shall be subject to evaluation by a team of Government personnel.

1. **Technical Proposal: Part I - Technical Approach**

a. The offeror's technical approach will be evaluated for demonstrated understanding of the full scope of and compliance with all requirements of the solicitation in addition to the ability to address specific factors and subfactors set forth in the PWS. The technical approach will be evaluated based on the offeror's described methods and practices to meet all the requirements of the contemplated contract. The description of the technical approach will be evaluated for specificity, level of detail, and completeness of analysis of the full requirement. The offeror's technical approach will be evaluated based on the detail provided to address each portion of the solicitation; each portion must be sufficiently detailed as to allow the government to evaluate the feasibility of the offeror's capability to comply with the applicable Performance Work Statement (PWS) including a full explanation of the techniques and procedures to be followed. Generic statements such as "*Standard procedures will be employed*" and "*Well-known techniques will be used*" will be interpreted to reflect unacceptable understanding of the technical and scientific requirements of this solicitation.

b. Evaluation of the proposal for completeness will be based on the material presented and not on the basis of what is implied. The technical approach will be compared with the offeror's cost proposal for feasibility and demonstration of the offeror's understanding of the technical requirements. Discrepancies may be viewed as a lack of understanding.

c. The quality of this portion of the proposal will be judged on the following:

(1) **Understanding of Requirements:** The proposal's proposed solution to the solicitation will be evaluated for demonstrated clarity of understanding of the scientific support required for this tasking to include identifying proposed positions, equipment, supplies, shipping, and travel required. The Government will evaluate the extent that the offeror's past and present experience in providing similar services to customers in Sub-Saharan Africa demonstrates a commitment to quality through the consistent provision of highly reliable and responsive services. The Government will check, to the extent it deems necessary, each offeror's client references to inquire about the technical and management capabilities. The Government may expand the evaluation to include references not contained in the offeror's submission. The actual number of references checked is entirely at the Government's discretion. Proposals that are found to be unrealistic in terms of the performance and schedule will be considered as indicative of a lack of understanding of the complexities inherent in the requirement.

(2) **Understanding the complexities of working in developing countries, especially in countries in Sub-Saharan Africa:** The proposal will be evaluated based upon the offeror's understanding of operating in developing countries (especially countries in Sub-Saharan Africa). The offeror is encouraged to give examples of their operations or where they have operated and give concrete examples of challenges faced and solutions offered.

(3) **Feasibility and Quality of Approach:** The proposal will be evaluated based upon the extent to which successful performance is contingent upon proven methods and techniques and the extent to which the offeror's methods and technical approach are expected to result in successful completion of the proposed tasks and technical requirements within the required schedule.

(4) **Completeness:** The proposal will be evaluated based upon the extent to which requirements have been considered, defined, and satisfied, rating each proposal strictly in accordance with its content as presented in the offeror's proposal. Evaluators will not assume that the offeror's performance will include areas of investigation

or any effort not specified in its proposal.

2. **Technical Proposal: Part II - Relevant Corporate Experience**

a. The offeror will be evaluated based on the narrative description of the number and type of contract work performed in the past five (5) years similar in scope and complexity to the requirements of this solicitation. Offeror shall provide a list of local partners if any, and their roles, a description of contract work and comparability to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that it is comparable. Projects completed or in progress described in the narrative will be evaluated for scope and degree in their support of support to DOD, other federal agencies, or other comparable international organizations. Projects submitted will be evaluated for:

(1) **Experience working with local and international partners in Sub-Saharan Africa:** The proposal will be evaluated on the offeror's experience working with local and international partners: such as, medical, educational, research, public health, non governmental organizations (NGO's), private voluntary organizations (PVO's) or other international organizations. The offeror is encouraged to give examples of its current or past contract/s conducted within the last (5) five years.

(2) **Experience managing regulatory requirements in the host countries and relevant U.S. federal agencies.** The required experience should include the management of Institutional Review Board (IRB), Human Subjects, Good Clinical Practices (GCP), and general contractual arrangements issues.

(3) **Experience working with host nation authorities such as Ministry of Health, Ministry of Defense, and Others:** The proposal will be evaluated for experience working with host nation authorities such as: Ministry of Defense, Ministry of Health, and others. The offeror is encouraged to give examples of collaborations with host nation authorities in its current or past contract/s within the last five (5) years.

(4) **Experience securing the necessary permits/authorizations for project execution and work/residence permits for expatriate staff:** The proposal will be evaluated for experience in obtaining appropriate and necessary permits for project execution and for obtaining legal status for expatriate personnel. The offeror is encouraged to give examples in its current or past contract/s conducted within the last five (5) years.

(5) **Experience transferring funds to countries in Sub-Saharan Africa and subsequent resource management and accounting:** The proposal will be evaluated for experience in managing the transfer of funds legally and expeditiously without causing delays in project execution. The offeror is encouraged to give examples of its experience in funds transfer and account management in its current or past contract/s within the last five (5) years.

(6) **Experience in the procurement and delivery of laboratory equipment and supplies:** The proposal will be evaluated for evidence of experience working with procuring equipment and supplies for public health or medical laboratories. The proposal will be evaluated for evidence with custom clearance and distribution of equipment and medical supplies to country/ies in lesser developed or developing nations. The offeror is encouraged to give examples of past challenges if appropriate and subsequent solutions offered in its current or past contract/s within the last five years.

b. Offerors may submit additional information at their discretion if they consider such information necessary to establish a record of relevant experience. It is anticipated that the narrative will include as a minimum:

(1) Customer's name, address, and telephone number of both the lead contractual and technical persons.

(2) Contract number, type, and total original and present or final contract value.

- (3) Date of contract, place(s) of performance, and delivery dates or period of performance.
- (4) Brief description of contract work and comparability to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that it is comparable.
- (5) Method of acquisition: competitive or noncompetitive.
- (6) Nature of award: initial or follow-on.
- (7) Discuss any major technical problems and how they were overcome. List any major deviations or waivers to technical requirements that were granted by the customer.
- (8) Cost management history, cost overruns and underruns, and cost incentive history, if applicable.
- (9) List any contracts terminated (partial or complete) within the past five (5) years and basis for termination (convenience or default). Include the contract number, name, address, and telephone number of the terminating officer. Include contracts that were "descoped" by the customer because of performance or cost problems.
- (10) Average number of personnel on the contract per year and percent turnover of personnel per year.

3. Technical Proposal: Part III - Past Performance

a. The offeror's past performance information will be used to assess the relative risk associated with an offeror's likelihood of success in performing the solicitation's requirements as indicated by that offeror's record of past performance.

b. The information included by offerors at their discretion and intended to establish a record of past performance will be evaluated. The data should include at a minimum:

- (1) Customer's name, address, and telephone number of both the lead contractual and technical persons.
- (2) Contract number, type, and total original and present or final contract value.
- (3) Date of contract, place(s) of performance, and delivery dates or period of performance.
- (4) Method of acquisition: competitive or noncompetitive.
- (5) Nature of award: initial or follow-on.
- (6) Discuss any major technical problems and how they were overcome. List any major deviations or waivers to technical requirements that were granted by the customer.
- (7) Cost management history, cost overruns and underruns, and cost incentive history, if applicable.
- (8) List any contracts terminated (partial or complete) within the past five (5) years and basis for termination (convenience or default). Include the contract number, name, address, and telephone number of the terminating officer.
- (9) Average number of personnel on the contract per year and percent turnover of personnel per year.

c. Each offeror will be required to forward a copy of the Past Performance Questionnaire (Attachment 18)

to each of their references for completion and return by the references to the Contracting Officer prior to the closing date and time of the solicitation. This information will be used to assess the relevancy of performance risk involved in accepting each offeror's proposal.

d. Offerors are cautioned that in evaluating past performance, the Government may use data provided by the offeror, from the Past Performance Questionnaire (Attachment 8 to the solicitation), and data obtained from other sources. Offerors are reminded that while the Government may elect to consider data obtained from other sources, the burden of proving low performance risk rests with the offerors.

e. In the event an established offeror is simply without a record of past performance, the offeror's lack of past performance will be evaluated as an unknown risk having no favorable or unfavorable impact on the evaluation.

f. The quality of this portion of the proposal will be judged on the following:

Information of past performance in similar requirements to establish a record of past performance.

4. Technical Proposal: Part IV - Personnel Experience

a. The offeror's personnel experience will be used to assess the ability of recruiting and/or retaining competent on-site personnel, to include a program manager, other public health officers, and field staff, laboratorians, administrators, support staff, and other experienced personnel. The offeror will be evaluated for the level of knowledge, training, skills and experience necessary to attract, retain and evaluate candidates for the required positions.

b. The Government will assess each offeror's understanding of the proposed contract and the ability of the offeror's staff to support the partners on the ground in an efficient and effective manner. The evaluation will take into account the offeror's management structure and processes, key personnel qualifications, and resources. The Government will evaluate the offeror's overall ability to assist the partners on the ground.

c. The quality of this portion of the proposal will be judged on the following:

(1) **Experience in the recruitment and retention of and human resource management of program managers, public health professionals and other in-country personnel necessary for the implementation of international health endeavors.**

(2) **Specific quality and amount of experience of the Human Resources or allied department staff of the offeror in providing support to partners on the ground in an efficient and effective manner.**

(3) **Offeror's management structure and processes, key personnel qualifications, and resources.**

5. Cost Proposal: Cost

a. Cost information shall be submitted in accordance with the provisions of part 15.403-5 of the Federal Acquisition Regulation and will be submitted in both Microsoft Word and Microsoft Excel 2003 compatible format. The offeror shall detail the anticipated cost structure to meet all requirements of the PWS. The cost proposal should be detailed enough that the government can determine overall cost as well as whether the proposed expenditures for specific job categories can realistically be expected to attract high quality employees. It should also be detailed enough that the government can determine if the offeror's approach can realistically be completed within the proposed budget and meet all PWS requirements. Provide the procedures that will be used to develop and maintain

oversight of funding, expenditures, budget plans, allocations, commitments, and obligation. The Cost Proposal information shall include the following:

b. Price and cost proposals, including a completed Schedule of Prices and Costs setting forth hourly rates and numbers of staffing for each performance CLIN. The offeror must propose a fully detailed budget and substantiate the costs proposed. Include a narrative describing performance and other risks assessed, judgmental factors applied, and assumptions made in preparing the proposal.

c. Provide a detailed breakout of costs in terms of labor, materials, overhead, general and administrative (G&A), profit (as applicable). Address all proposed labor categories, including those personnel subject to union agreements, the Service Contract Act, and those exempt from either or both. As a part of their proposals, offerors will submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract. The Government will evaluate the plan to assure that it reflects a sound management approach and understanding of the contract requirements. This evaluation will include an assessment of the offeror's ability to provide uninterrupted high-quality work. The professional compensation proposed will be considered in terms of its impact upon recruiting and retention, its realism, and its consistency with a total plan for compensation. Supporting information will include data, such as recognized national and regional compensation surveys and studies of professional, public and private organizations, used in establishing the total compensation structure. Also include a discussion of the consistency of the proposal among the categories of labor being proposed.

d. Differences between benefits offered professional employees shall be highlighted. The requirements of the plan may be combined with that required by the clause at FAR 52.222-46, "Evaluation of Compensation for Professional Employees."

e. The offeror shall provide written support to demonstrate that its proposed compensation is reasonable. The offeror shall include the rationale for any conformance procedures used for those Service Contract Act employees proposed that do not fall within the scope of any classification listed in any applicable wage determination