

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. 0001		3. EFFECTIVE DATE 05-Apr-2004	4. REQUISITION/PURCHASE REQ. NO. WC1SH54063F015		5. PROJECT NO.(If applicable)
6. ISSUED BY REGIONAL CONTRACTING OFFICE - ALASKA ATTN: SFCA-PRA-C PO BOX 35510 FORT WAINWRIGHT AK 99703-0510		CODE W912CZ	7. ADMINISTERED BY (If other than item 6) See Item 6		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. W912CZ-04-T-0038	
			X	9B. DATED (SEE ITEM 11) 24-Mar-2004	
				10A. MOD. OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE			FACILITY CODE		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) The purpose of this amendment is to answer questions received during the bidding process: Please see questions and answers on Page 2.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) ANGELHEART S. JORDAN / CONTRACTING OFFICER TEL: 907-353-7300 EMAIL: angel.jordan@wainwright.army.mil		
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 05-Apr-2004

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION C - DESCRIPTIONS AND SPECIFICATIONS

The following have been modified:

STATEMENT OF WORK

**STATEMENT OF WORK
FORT WAINWRIGHT FAMILY ADVOCACY PROGRAM
VICTIM ADVOCACY SERVICES**

C.1. GENERAL REQUIREMENTS:

C.1.1. The Army Family Advocacy Program (FAP) is a client driven program with the primary mission to protect victims of family violence. The Contractor shall provide victim advocacy services.

C.1.1.2. For the purpose of this contract, the term "Contractor personnel" applies to Contractor employee, sub-Contractor or any other person(s) acting for, or on behalf of the Contractor to perform work on this contract. The Contractor's services shall include comprehensive assistance, liaison, and services to and for victims of domestic violence as outlined in the following Statement of Work. The Contractor will interface with both military and civilian medical, legal, social service, and criminal justice systems to assure that the client's interests are represented as outlined in the following Statement of Work. This contract is under the Family Advocacy Program IAW 608-18. **Please see Contract Management Section, Paragraph C.1.23.1.**

C.1.1.3. The Contractor will provide services in accordance with applicable Department of Defense (DoD) and Department of the Army (DA) regulations and policies, to be listed herein. The Contractor shall also abide by all applicable Federal, State and local law, regulations, policies, procedures, codes, and directives as specified in this contract. The Contractor shall prepare and provide required reports, statistics, and submit necessary information as specified in this contract.

C.1.1.4. This contract is a non-personal services contract.

C.1.2. DEFINITIONS:

C.1.2.1. **CONTRACTING OFFICER (KO).** A person duly appointed with the authority to enter into and administer contracts on behalf of the Government. Only the KO can make changes to the contract or modify the contract to add additional services.

C.1.2.2. **CONTRACTING OFFICER'S REPRESENTATIVE (COR).** An individual designated in writing by the KO who ensures the Contractor is in compliance with the contract requirements. The COR shall not be authorized to issue Change Orders, Supplemental Agreements, or direct any contract performance requiring contractual modifications or adjustments. Changes in the scope of work shall be made only by the KO by properly executed modifications. The COR may not obligate the Government to pay Contractor any additional sums.

C.1.2.3. **FAMILY ADVOCACY PROGRAM (FAP).** The Army program that monitors the prevention, identification, reporting, investigation and treatment of spouse and child abuse incidents.

C.1.2.4. **FAMILY ADVOCACY PROGRAM MANAGER (FAPM).** Program Manager of overall FAP at the Fort Wainwright installation.

C.1.2.5 FISCAL YEAR (FY). A period beginning October 1, 2003 and ending September 30, 2004 of consecutive calendar years. The fiscal year is designated by the calendar year in which it ends.

C.1.3. GOVERNMENT FURNISHED PROPERTY AND/OR SERVICES:

C.1.3.1. The Government will provide property and services listed below.

C.1.3.2. The Government will provide all equipment, supplies, and utilities it deems necessary to perform required services, including office space for the Contractor to conduct work.

C.1.3.3. The Government will provide administrative supplies and equipment. The Contractor may utilize office equipment to fax invoices and other documents to Defense Finance and Accounting Services (DFAS) or as required for provision of services under this contract.

C.1.3.4. The Medical Treatment Facility (MTF) will provide emergency health care to the Contractor personnel for injuries sustained while on duty at Fort Wainwright, if the Contractor so desires, however the MTF has the authority to bill the Contractor for services provided. The Contractor also has the option of going to a private physician at no cost to the Government instead of being treated at the MTF. In either case, the Contractor will complete the appropriate Alaska State "Department of Labor and Industries Accident Report" and take it to the treating physician. Upon completion by the physician, it shall be submitted to the Department of Labor and Industries with a copy retained by the Contractor.

C.1.4. CONTRACTOR FURNISHED ITEMS AND WORK SCHEDULES:

C.1.4.1. The Contractor personnel shall furnish his/her own personal items to include cellular phone, decorative items, reference material, professional society dues, etc. The cost of a cell phone procured to support the requirements of the contract may be included in the cost of the contract. Any material developed to meet the requirements of the contract will become property of the Government with rights to reproduce materials.

C.1.4.2. The Contractor shall not be required to furnish any other property or materials relevant to this contract, but shall be responsible for, caring for, accounting for and returning any Government furnished property.

C.1.4.3. The Contractor shall consult with the COR and the FAPM concerning any changes they would recommend in procedures, programs, or other changes that would improve services and assistance to clients.

C.1.4.4. Army Community Service hours of operation are Monday-Friday, 0800 to 1200 and 1300 to 1700. Unless otherwise specified in the contract, the Contractor shall ensure that services are available to customers a minimum of 8 hours each day, Monday through Friday, excluding Federal holidays. The nature of the service requires flexibility in the work scheduling for evening and weekend program functions, special events and training activities, home visits with MP's, and initial screenings as soon as possible after a domestic violence event. The Contractor shall provide home visits and initial screenings on an "on call" basis, and Contractor employees must be available, telephonically or by pager, evenings and weekends for these purposes. Permissible Lapses in Service: The Contractor may be absent a total of 120 hours without reduction in the contract price, if each absence is approved by the Contracting Officer or COR. The Contractor must request approval of all absences, other than those due to illness, at least 24 hours in advance. The Contractor must notify the COR by 0830 on the day of absence due to illness when the Contractor will be out sick.

C.1.5. SCOPE OF WORK:

C.1.5.1. The Contractor shall provide service to any eligible military service member and/or their spouses and children who are alleged or substantiated victims of domestic violence, neglect, child abuse/neglect, or sexual assault.

C.1.6. STATEMENT OF WORK:

C.1.6.1 The Contractor shall provide services outlined in the following Statement of Work.

C.1.6.2. The Contractor shall provide screening and assessment to victims of spouse and child abuse to evaluate their needs. The Contractor shall provide services as a liaison by contacting agencies to which the victim has been referred, and assisting the victim in gathering information from agencies, completing necessary forms, and upon request of the victim, accompanying the victim to appointments with the agencies. Upon recommendation by the Case Review Committee (CRC) and in compliance with the treatment plan developed by Social Work Service (SWS), Contractor will provide evaluation and referral to treatment to victims of violence. The Contractor shall conduct a home visit for initial screening and assessment, documented in informal progress notes, to victims and at-risk family members, once per person. The Contractor will provide office and/or home follow up assessments at the direction of the counselor to all identified victims of spouse and/or child abuse, and maintain copies of progress notes.

C.1.6.3. The Contractor shall, upon request of the victim and the prosecutor, district attorney, and/or judge, provide information on behalf of the victim which is within the legal boundaries of the Privacy Act.

C.1.6.4. The Contractor shall develop an information packet that provides information about domestic violence, safety plans, ways to seek assistance and their rights as victims, and the resources and services available to them.

C.1.6.5. The Contractor shall serve as a non-voting visitor of the CRC on a case-by-case basis. The Contractor will provide information to members of the team on any case she/he is working on upon request of the team. Contractor will attend the CRC on only those cases where his/her client's cases are being presented. CRC meets in Building 1064 on Tuesdays as scheduled.

C.1.6.6. The Contractor shall complete required DA Forms as listed throughout this Statement of Work and, create a file for each victim, organize files, and maintain case records for accountability and quality assurance. The Contractor will ensure confidential handling of all documents or conversations relative to client care. Contractor will complete DA Form 5897 (ACS Client Case Record), DA Form 5901 (ACS Single Contact Log), and progress notes. The Contractor will store and lock all case records in the ACS Family Advocacy Victim Advocate's office, Building 3401, Room 102.

C.1.6.7 The Contractor shall provide ACS Management Report statistics to the FAPM on a monthly basis, due to the FAPM by the 3rd working day of each month. The Contracting Officer's Representative (COR) will provide a list of required statistics to the Contractor within 30 days of award, along with required reporting forms. A copy of the list and the required forms may be provided to offerors by the Contracting Officer upon request.

C.1.6.8. The Contractor shall provide prevention education materials relating to this contract, provided by the Government, within the general community and ACS functions. These may include: Bi-annual Fort Wainwright Town Hall meetings, pre and post-deployment briefings as requested, monthly Community Action Council, Newcomers' Orientation and Information Fair (1st and 3rd Wednesday and Thursday of each month), annual installation unit briefings for each unit on the installation, either individually or in mass educational events, as mandated by AR 608-18. Child and Youth Services/professional domestic violence briefings will be provided by the Contractor once each month, on a date to be provided by the COR. Training will be provided by the Government at the beginning of the contract (Family Advocacy Staff Training – 2 week course) to qualify Contractor to provide these recertification briefings on domestic violence, prior to any requirement for the Contractor to provide the recertification briefings. The Contractor shall schedule briefings listed within this paragraph at the request of the units, and bring required materials to the briefing.

C.1.6.9. The Contractor shall provide services, as outlined below, at the following special events and activities: Domestic Violence (DV) Prevention Month (April and October), DV Stand Down (April and October), Child Abuse Prevention Month (April), and Soldier Appreciation Day events. Contractor will set up a booth for displaying prevention and education literature at each event, reserve booth space and location space, hand out literature, document contacts using DA Form 5901, and notify unit commanders of upcoming events. Contractor will hand out prevention literature; publicize information on FAP seminars, workshops, programs, and services through marketing, public affairs, and the local media.

C.1.6.10. The Contractor shall ensure that all records, reports, files and other documentation generated by the Contractor are made available to the COR and the FAPM. The Contractor shall obtain prior approval from the COR before releasing any information to persons outside of ACS, and shall ensure that in releasing information no violation of the Privacy Act will result. The Contractor shall not provide any USARAK related information for media release without prior approval from the Public Affairs Office (PAO) and the Contracting Officer (KO).

C.1.6.11. The Contractor shall provide referral services to families, couples, teens, children, and individuals identified as at risk for spouse or child abuse; referrals shall be to prevention and education services, behavioral skills training, and support groups in addition to Alcoholics Anonymous, Al-Anon, Al-Ateen, and Tough Love programs, as recommended by the CRC, and in compliance with the treatment plan developed by SWS. **The Contractor's role is to provide intake and referral services, not to provide treatment services or therapy to people identified as victims, spouse or child abusers.**

C.1.6.12. The Contractor shall report on the status of current clients on a weekly basis to the FAPM and SWS.

C.1.6.13. The Contractor shall refer any behaviors reportable under law or Army regulation for child or spouse maltreatment, suicidal or homicidal ideation, and felony offenses to the FAPM, SWS or to the appropriate medical or legal authority. The Contractor is required to inform each person interviewed that the interview is not completely confidential and information shared may be reported under certain circumstances, AR 608-18, Para 3-8.

C.1.6.14 The Contractor shall provide the FAPM a proposed schedule of classes/briefs for the upcoming quarter no later than (NLT) the 5th of the month preceding the beginning of a new quarter.

C.1.6.15 Contractor is required to submit After Action Reports (AAR) on classes and/or briefs within 3 days after last scheduled class and/or briefing during a given week.

C.1.7 APPLICABLE AUTHORITIES:

C.1.7.1. The following regulations, instructions, and documents apply to the extent referenced in this Statement of Work (SOW) and may be obtained through the Family Advocacy Program Manager (FAPM).

C.1.7.2. DOD Directive 6400.1, Family Advocacy Program 1992.

C.1.7.3. DOD Directive 6400.2, Child and Spouse Abuse Report.

C.1.7.4. AR 608-18, The Army Family Advocacy Program 1995.

C.1.7.5. Memorandum of Agreement (MOA) with the State Division of Family and Youth Services, MCUC-01-00.

C.1.7.6. Army Community Service (ACS) AR 608-1.

C.1.7.7. FAP accreditation standards Para 1-6, AR 608-1.

C.1.7.8. State and local law as pertaining to criminal domestic violence, child abuse, and child custody.

C.1.7.9. DOD Victim Advocate Manual.

C.1.7.10. Army Family Team Building (AFTB) Level-1.

C.1.7.11. Spouse Abuse Manual (SPAM)

C.1.7.12. Family Advocacy Information System (FAIS) – where/when available.

C.1.7.13. Domestic Violence Lesson Plan.

C.1.7.14. Victim Witness Handbook/Training Manual.

C.1.7.15. Transitional Compensation Packet (TCP) Appendix F, AR 608-1.

C.1.7.16. Alaska Resource Manual.

C.1.8. QUALITY STANDARDS:

C.1.8.1. The Contractor shall perform under the laws and regulations in effect on the execution of this contract. Period of this contract is for one year from the date of award, plus a one year option period.

C.1.8.2. The Contractor personnel shall comply with all regulations and directives established by the Department of the Army and Fort Wainwright. Additionally, the Contractor's performance is subject to scheduled and unscheduled evaluations by COR of pre and post clients' performance outcomes.

C.1.8.3. The FAPM, in consultation with the COR, will determine unsatisfactory performance of services under the contract. Should this occur, the COR will notify the ACS Director and the KO of the unsatisfactory performance. The KO may notify the Contractor in writing of suspected contractual performance issues as specified within the terms and conditions of the contract and clause prescriptions therein and provide a reasonable opportunity to cure any defects, after review of the facts.

C.1.8.4. The Contractor shall notify the COR two weeks prior to proposed changes to established hours. The Contractor will only provide services to victims in emergency situations upon approval by the COR.

C.1.9. EVALUATION CRITERIA:

C.1.9.1. The Contractor personnel shall meet the following criteria as a minimum and shall provide the requested supporting documents.

(a) The Contractor shall submit to a Criminal Background History Check (CHBC) in accordance with AR 680-10, AR 680-18, AR 215-3, and DOD Instruction 1402.5, as the Contractor personnel will be working with minors. The Contractor shall pay for any costs associated with obtaining background checks from state and federal authorities. The Contractor shall maintain a file documenting the results of these CHBCs and shall have this file available upon request of the KO. A Program Review Board (PRB), as described in AR 608-10 and AR 608-18, will review any derogatory information received as a result of the CHBC to determine if the Contractor will be allowed to perform services under the contract. An unfavorable CHBC may be a basis for termination of the contract under the Termination for Default Contract clause.

(b) Completed resume and/or curriculum vitae with complete names, addresses, and phone numbers.

(c) Names, addresses and phone numbers of three peer references.

(d) The Contractor personnel shall read, write, and speak the English language fluently so as to be easily understood by clients, FAP staff, and other military and civilian resources and contacts. This will be evaluated by a brief exam during the interview process.

C.1.9.2. All references, licenses, certifications, and education may be verified. Any adjudicated misconduct, licensing actions, suspensions, limitations, or revocations of privileges shall be fully explained in writing.

C.1.9.3. The Contractor personnel must meet the following requirements to be considered technically proficient:

(a) A Bachelor's Degree or a Master's Degree in a social services or a behavioral sciences field, as evidenced by a copy of that degree, is required. A Master's Degree will receive greater weight in evaluating offers than a Bachelor's Degree.

(b) Evidence of a minimum of one year experience in providing individual or group training in the area of domestic violence, home visitation, domestic violence prevention programs and services, domestic violence education, and advocacy intake and referral services in spouse and/or child abuse to at-risk families.

(c) The Government will not consider proposals that do not meet the above criteria.

C.1.9.4. Contractor personnel shall be required to use Microsoft (MS) Word, MS Excel, MS Access, MS Powerpoint, and MS Outlook in performance of this contract, and inability to utilize these tools may result in termination for default under Clause 52.249-8, Default (Fixed Price Supply and Service). A statement stating that bidder meets the above criteria will be self-certified and submitted with the bid package.

C.1.9.5. No proposal shall be considered if the Contractor personnel has been convicted of a felony or adjudicated guilty of malpractice. The Contractor shall immediately advise the KO and the COR upon becoming aware of such a conviction or adjudication arising during the contract period. In the event there is an adverse determination by a judicial authority or professional licensing authority, the Contract may be terminated for cause.

C.1.9.6. The Contractor personnel shall not be an active duty member of a uniformed service or a regular, full time, Federal, civilian employee while in the performance of this contract.

C.1.10. QUALITY CONTROL:

C.1.10.1. The Contractor shall provide weekly reports to the FAPM regarding projects and any issues that the Contractor believes to be of concern. The Contractor must notify the FAPM, ACS Director or COR of any at-risk situation involving an individual who is vulnerable to spouse or child abuse.

C.1.10.2. The Contractor shall keep the COR informed of any contractual issues that may disrupt or prevent contract performance. The COR will report any contract issues not resolved internally to the KO. The COR will perform quarterly performance assessment reviews with the Contractor and forward the results to the KO on a quarterly basis.

C.1.11. TRAINING:

C.1.11.1. The Contractor personnel may attend Army continuing education courses related to this contract such as the Family Advocacy Staff Training (FAST) or Family Advocacy Staff Training Advanced (FASTA). The Government will offer training workshops that the Contractor personnel may attend, to increase skills or develop new skills in prevention of domestic violence and child abuse. The Contractor will attend at least one (1) professional training during this contract period not to exceed eight days to include travel time. Training must be approved by the FAPM. The cost of the training will be included in the contract price. The expenses will include registration fee, airfare, hotel, meals and car rental. Contractor will be responsible for registration, travel arrangements, car rental and hotel accommodations. Estimated expenses average between \$2,000 and \$3,000 and will not exceed \$3,000. The location of the training impacts the associated expenses.

C.1.12. CONTRACTOR COSTS:

C.1.12.1. The Contractor shall provide privately owned conveyance at no additional costs to the Government.

C.1.13. VEHICLE REGISTRATION, SECURITY, AND SAFETY:

C.1.13.1. Vehicle Registration. Motor vehicles entering Fort Wainwright shall have a valid state registration, license, and liability insurance meeting the requirements of the State of Alaska, and shall be registered with the Vehicle Registration Section of the Provost Marshal Office (PMO). The Contracting Officer Representative (COR) will provide the Contractor with the appropriate documentation that must be presented to the Provost Marshal. Vehicles shall be registered prior to commencement of contract work. The Contractor shall have all necessary

operators' licenses for the category of vehicles being operated and shall comply with applicable local, state, and federal directives.

The Contractor shall return registration decals to the COR within 3 work days after termination or completion of work under this contract.

C.1.14. TELEPHONE:

C.1.14.1. Contract personnel shall not use Government telephones for any toll or long distance calls, unless such calls are related to the provision of victim assistance services.

C.1.14.2. Contract personnel shall be available after-hours by cellular phone (see para C.1.4.1) to receive emergency victim advocate calls (see para C.1.4.4.).

C.1.15. PHYSICAL SECURITY:

C.1.15.1. Contract personnel shall safeguard all Government property in the work area. At the close of each work period, the COR will ensure that facilities and equipment are secured.

C.1.16. INSTALLATION ACCESS AND CONTROL:

C.1.16.1. Access Control. All vehicles and personnel are subject to search for and seizure of contraband and/or unauthorized Government property upon entering and leaving the Installation.

C.1.17. FEDERAL HOLIDAYS:

C.1.17.1. Federal holidays are established by Federal Law and are listed in the table below. When one of the designated Federal holidays falls on a Sunday, the following Monday will be observed as a Federal holiday. When a Federal holiday falls on a Saturday, the preceding Friday is observed as a holiday by the United States Government Agencies.

New Year's Day	January 1
Martin Luther King Jr.'s Birthday	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veterans Day	November 11
Thanksgiving Day	4 th Thursday in November
Christmas Day	December 25

C.1.17.2. The Contractor must submit periodic invoices to Defense Finance Accounting Service, Hawaii. The COR will submit a completed DD250 to the Defense Financial Accounting Service for payment of services and provide a copy of the DD250 to the KO. The Contractor may use Government furnished property to fax invoices and other pertinent documents to the Defense Finance Accounting Service. If the Contractor fails to submit the invoices to the Defense Finance Accounting Service in a timely manner, payment of services may be delayed.

C.1.18. CONSERVATION OF UTILITIES:

C.1.18.1. The Contractor will comply with all federal, state, and local regulations concerning protection of the environment.

C.1.19. SAFETY:

C.1.19.1. Contractor shall comply with local safety requirements and make all reasonable efforts to protect all persons from harm and US Government property from damage.

C.1.20. CONDUCT:

C.1.20.1. Contractor personnel shall not be under the influence of alcohol or illegal drugs while performing services under this contract, and shall maintain a neat, well-groomed appearance at all times. Contractor personnel shall conduct all business and discussion in a professional manner; maintain decorum and language conducive to the conduction of business in a Government setting.

C.1.21. CLOTHING AND IDENTIFICATION:

C.1.21.1. The Government will provide a photo identification badge to the Contractor personnel at Government expense. The Contractor shall immediately report any lost or stolen badges to the Fort Wainwright PMO. Upon completion or termination of the contract, the Contractor shall return the photo identification badge to the COR. The Contractor shall wear at all times while on duty an ACS-furnished nametag. The Contractor shall be responsible for the cost of replacement badges, which are lost, stolen, or not returned upon termination of services. Dress is expected to be business attire. Any dress less than this, will be authorized by the COR for special occasions only.

C.1.22. CONTRACT MANAGEMENT:

C.1.22.1. **Period of this contract is for one year from date of award, plus one option year period.**

C.1.23. REGULATIONS, MANUALS, AND TECHNICAL DOCUMENTS:

C.1.23.1. The Government will make available all regulations, manuals, and technical documents applicable to this contract at the full contract performance start date.

(End of Summary of Changes)