

SECTION F - DELIVERIES OR PERFORMANCE - AMENDMENT # 0003**F.1 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)**

The following contract clauses pertinent to this section are hereby incorporated by reference in accordance with the clauses at FAR “52.252-2 Clauses Incorporated by Reference” in Section I of this contract. This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. The full text of a clause may be accessed electronically at this address:

<http://farsite.hill.af.mil/vffar1.htm>

52.242-15	Stop-Work Order	AUG 1989
52.242-17	Government Delay Of Work	APR 1984

F.2 Period of Performance

The term of this contract is 5 years.

Base Period:	From contract award through 12 months.
Option Period # 1:	From end of the Base Period through 12 months.
Option Period # 2:	From end of Option Period 1 through 12 months.
Option Period # 3:	From end of Option Period 2 through 12 months.
Option Period # 4:	From end of Option Period 3 through 12 months.

F.3 Place of Performance

The anticipated places of performance may include the contractor site(s) as well as sites identified through ongoing assessments of client needs by the contractor and with the concurrence of the COTR during performance of this effort. The places of performance include, but are not limited to, the contractor’s office and locations throughout the U.S. and OCONUS to include the Federal Republic of Germany, Japan and Korea.

F.4 Deliverables

	<u>PWS Deliverables</u>	<u>Delivery</u>
1	The Contractor shall develop a Promotion Plan, and produce and distribute a minimum of two (2) printed promotions annually, a brochure with a wallet card, magnet, monthly electronic promotions, and other promotion materials. Reference PWS 7.3.2.2	30 days after completion of transition and w/in 5 days of any changes
2	The Contractor shall provide a monthly status on usages, by month and cumulative, for state and federal filings and report this data by the 15 th of each month. Reference PWS 5.5.5	Monthly on 15 th
3	The Contractor shall, at the direction of the government, perform Information Technology updates (ITUs) to include programming/hardware/software support, as the program requires. Reference PWS 4.3.3	Monthly on 15 th
4	The Contractor shall provide records and reports that document Client satisfaction and utilization levels. Reports shall also contain breakouts of the types of problems for which service members and their families are seeking assistance. Reference PWS 7.4.2.2	Monthly on 15 th
5	The Contractor shall establish protocols and procedures for assessment, referral, and case management of Clients in need of non-medical counseling services. Reference PWS 5.1.4	30 days after completion of transition and w/in 5 days of any changes

6	The Contractor shall capture contact information in a database/s and provide monthly reports detailing non-medical counseling services. Reference PWS 5.1.5.3	Monthly on 15 th
7	Upon contract completion, contractor shall provide case files in an ASCII format within 15 days of end of contract. Reference PWS 4.4	15 days after contract completion
8	Call Center Statistics Report Reference PWS 4.1.1.4	Monthly on the 15th
9	Call-out Center Statistics	Monthly on the 15th
10	Manning or Staffing Report by Activity Reference PWS 4.5.1.6.2.3	Monthly on the 15th

F.5 Compliance

The contractor must comply with all of the following requirements:

- (1) Department of Defense Education Activity Schools requirements.
- (2) DoDD No. 5200.02, Subject: DoD Personnel Security Program, dated: April 19, 1999, paragraph 3.9.3
- (3) DoDD No. 8910.1, Management and Control of Information Requirements.
- (4) DoDI 1342.27, Personal Financial Management for Service Members.
- (5) DoD Directive 6400.1, Family Advocacy Program.
- (6) DoD Directives and Instructions related to military community and family programs.
- (7) DSM-IV V-Codes
- (8) Status of Forces Agreements (SOFA) the U.S. government maintains with foreign governments. (Reference Sections H.30 and H32)
- (9) Status of Forces Agreements (SOFA) the U.S. government maintains with foreign governments. The contractor must comply with the requirements of the US Forces Korea Regulation 700-19 (Section J Attachment 12).