

SURFACE DEPLOYMENT DISTRIBUTION COMMAND

PERFORMANCE WORK STATEMENT



16 March 2010

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PAKISTAN THIRD PARTY LOGISTICS

The contractor shall perform import and export logistics and tracking services at selected locations in Pakistan and Afghanistan with the level of operations varying from location to location. This contract will require interfacing with the Universal Services Contract 6 (USC-6, or other subsequent iterations of the USC) commercial carriers for reporting information, provided that the Third Party Logistics (3PL) contractor does not unduly impede the carrier's operations. The US Government will provide any training required to update information on the Surface Deployment & Distribution Command (SDDC) Electronic Transportation Acquisition (ETA) website. Cargo movement reporting at all locations is required seven days a week; additional services outlined below must be able to be performed 24 hours a day, 7 days a week, 365 days a year.

Background

The 831st DDSB requires a large Third Party Logistics (3PL) contractor presence in the combined areas of Pakistan and Afghanistan in order to provide / perform the below services:

- a) Cargo movement reporting at designated locations throughout both countries – to include the submission of daily operational reports
- b) Sealing operations (bolt, cable, or other) at locations throughout both countries
- c) Radio Frequency Identification (RFID) / Container Intrusion Detection Device (CIDD) operations at pre-determined locations where appropriate training and equipment has been provided by the US Government
- d) IBS-CMM (Integrated Booking System – Container Management Module) status updates
- e) Cargo surveys and inspections
- f) USC-6 contractor surveillance
- g) Regular route updates and intelligence, to include threat assessments throughout Afghanistan and Pakistan, and trend / transit time analyses

These services will be required for SDDC and other US military-sponsored shipments entering Pakistan via Karachi or Port Qasim (all terminals) and entering Afghanistan via the Chaman, Torkham, Hairaton, Sher Khan, and / or Towraghandi border crossings (import) and exiting Afghanistan and Pakistan via the aforementioned nodes (export). Additional entry and exit nodes may be added at the discretion of the US Government.

There will be an average of 5000 import conveyances transiting the Afghanistan and Pakistan ground lines of communication (GLOC) per month (to include shipments arriving via the northern distribution network) and 500 export conveyances. This number may increase or decrease due to US military transportation requirements.

The Government will notify the contractor within 30 days of any additional locations where the above-mentioned services are required to be performed. The contractor must maintain a constant capability to surge to any location within Afghanistan or Pakistan within this 30-day period.

The contractor must provide personnel capable of facilitating, coordinating, obtaining, and reporting critical movement control data and information from the appropriate US government personnel at multiple locations identified by the COR/PCO. These personnel must have experience and

qualifications in transportation movement control procedures and operations. They shall have the ability to obtain necessary identification (i.e. CAC) to gain access to base camps within Afghanistan without escort. Personnel must have a valid US Secret Security Clearance and speak and write in fluent English. The contractor provided personnel shall be able to respond to such request within a 72 hour period.

1.0. Logistics and Tracking Requirements

1.1. Cargo Movement Reporting

Due to current limitations on having US military presence in Pakistan and threat levels precluding US Military active involvement with the contractor “outside the wire” in Afghanistan, the contractor must be proactive at identifying appropriate methods for obtaining the necessary in-transit visibility information outlined below. At predestinated locations determined by the COR throughout Pakistan and Afghanistan – to include ports, border crossings, official and unofficial checkpoints and rest stops, and final destinations / base camps within the OEF (Operation Enduring Freedom) theater of operations – the contractor will track and report the following import information (at a minimum):

- Container Numbers
- Integrated Booking System (IBS) Transportation Control Numbers (TCNs)
- Port Call File Numbers (PCFNs)
- Military TCNs
- Size / Conveyance Types
- All Seal Numbers
- RFID Tag Numbers
- Vessel Names
- Voyage Numbers
- Discharge Dates
- Dispatch Dates
- Border Crossing Dates / Names
- Destination Arrival Dates
- Delivery Dates
- Truck Numbers (all interchanges)
- Driver Names (all interchanges)

The contractor will track and report the following export information (at a minimum):

- Container Numbers
- IBS TCNs
- Port Call File Numbers (PCFNs)
- Military TCNs
- Size / Conveyance Types
- All Seal Numbers
 - RFID Tag Numbers
 - Origins
 - Border Crossing Dates and Names
 - Port Arrival Dates / Names

- Vessel Names
- Voyage Numbers
- Sail Dates
- Truck Numbers (all interchanges)
- Driver Names (all interchanges)

The exact format of the required reports, the necessary fields, will be provided by the COR NLT 10 days after contract award. All information must be submitted 7 days a week, 365 days a year. At a minimum, the contractor will be required to submit the below operational reports:

- Daily Import Report (Pakistan)
- Daily Export Report
- Containers in Yard Report
- Northern Distribution Network Report
- Daily Container Movement Report

Currently, all reports are submitted in excel format to a COR-approved distribution list. In the event one or more reports is transitioned to an online / automated process, the contractor will be provided sufficient training and access so as to accomplish their regular updates with a minimal amount of additional effort.

Logistics / tracking locations:

Pakistan: Karachi (KICT and PICT), Qasim, KPT, Karachi Toll Plazas (3), Quetta, Peshawar, Torkham, and Chaman.

Afghanistan: Torkham, Chaman, Hairaton, Kabul (Supreme / Camp Phoenix / ANA-ANP Depots (3)), Jalalabad, Bagram, Shank, Sharona, Salerno, Kandahar, and Bastion / Leatherneck.

1.2. Sealing Operations

1.2.1. For import containers, the contractor shall monitor and report on a daily basis how many containers arrived in Pakistan / Afghanistan with adequate cable and bolt seals, the cable and bolt seal serial numbers, their corresponding container numbers, and how many containers arrived without cable and bolt seals. Containers arriving in Karachi and Qasim without seals shall be re-sealed by the contractor and the new seal serial numbers shall be annotated on the contractor's regular reports. Data shall be consolidated on a weekly, monthly, and / or yearly basis and a report provided to a COR-approved distribution list.

1.2.2 For export containers, the contractor shall monitor and report on a daily basis how many containers departed from the origins in Afghanistan with adequate cable and bolt seals, the cable and bolt seal numbers, their corresponding container numbers, and how many containers departed without cable and bolt seals. Containers departing without seals shall be re-sealed by the contractor and the new seal serials numbers shall be annotated on the contractor's regular reports. Data shall be consolidated on a weekly, monthly, and / or yearly basis and a report provided to a COR-approved distribution list.

1.2.3. If a container arrives at any entry or exit node (import and export cargo) identified as a logistics / tracking location without a cable and / or bolt seal or a cable and / or bolt seal of a different serial number than the cable and bolt seal reported at the previous event location, the 831st DDSB will be notified immediately and a joint inspection of the container in question may be carried out with carrier, 3PL, US Government, and / or host nation (customs) representatives. At the very least, all containers – import and export – will have a new cable and / or bolt seal applied at the location where the discrepancy is noted.

1.2.4. The contractor shall coordinate with Pakistan Customs authorities, be present, and monitor when Pakistan customs seals are applied to DOD containers. The contractor shall tally the number of seals and provide seal serial numbers along with corresponding container numbers in daily reports.

1.2.5. The contractor shall coordinate with Pakistan Customs authorities and be present and monitor when Pakistan customs seals are checked and removed from DOD containers upon crossing into Afghanistan.

1.3. RFID / CIDD (Container Intrusion Detention Device) Operations

1.3.1. On a daily basis, the contractor shall record the arrival of shipments with RFID Tags at the Pakistan / Afghanistan entry nodes. The contractor shall conduct Hand Held Interrogator (HHI) operations to capture all arrivals at each entry / exit node (i.e. port terminals and border crossings). If HHI operations are not allowed or not feasible for any reason, the contractor shall conduct human interrogator operations to record RFID “pings” for every shipment with an RFID tag.

1.3.2. The contractor shall update, as required, the software for TIPS Write on US Government issued laptops and Savi Mobile Manager on the HHIs.

1.3.3. The contractor shall update as required the firmware on all US Government-issued HHIs.

1.3.4 A list of Government-issued equipment to be maintained by the contractor will be provided upon contract award. Appropriate training will be arranged by the COR at a location convenient to all parties.

1.3.5. The Contractor will make available a team of personnel to be trained in the Savi 675i procedures and utilization of the appropriate HHIs for management of this operation. Once trained, it is the responsibility of the Contractor to interrogate and arm / re-arm tags.

1.3.6. The contractor will follow established breach procedures in the event a 675i tag has had both the door and light alarms triggered. When directed by the COR, the contractor will arrive at a designated location, conduct a joint inspection of the container with the carrier, trucker, and host-nation / US Government representatives, reseal the container, and re-arm the tag. In all instances, the contractor will be expected to provide a detailed report of the incident complete with photographs.

2.0 Integrated Booking System Container Management Module (IBS-CMM) Updates

The Contractor will manually create container records in IBS-CMM on all import and export shipments to and from Afghanistan. In addition to creating the container records, the contractor will also be responsible for in-gating and out-gating containers in IBS-CMM at all origins, entry / exit nodes, and final destinations.

3.0 Cargo Surveys / Inspections

When requested by the COR, the contractor will dispatch appropriate personnel to any location within Pakistan and Afghanistan for the purpose of conducting joint surveys and inspections in conjunction with carrier, trucker, US Government, and host-nation representatives. These inspections may occur at any time due to accidents, pilferage, armed attacks, or documentation / seal discrepancies. In all instances, the contractor must provide a detailed report following the inspection that will include personnel present, actions taken, all available information on the cargo, and photographs. The contractor will recommend viable courses of action to the COR for disposition of the cargo.

4.0 USC-6 Contractor Surveillance

The contractor must remain proactive and vigilant in order to photograph and identify contractual failures and transgressions committed by the USC-6 contractors and immediately prepare and submit reports to the appointed government official, that identify the cargo involved. Due to restrictions on the military presence at key logistical locations in Afghanistan and Pakistan, quality assurance on USC-6 shipments is problematic. Therefore, the contractor must document and report any deficiencies found in the disposition of USC contractor shipped cargo. All findings shall be submitted to the COR for validation that USC contractors meet their contractual obligations as per the bookings. Common violations include: Failure to tarp cargo, failure to properly secure cargo, failure to take proper measures to prevent damage, and improper use of US Government equipment. However, any perceived instance of the mishandling of USG cargo while in a carrier's possession must be documented to the COR. All instances must be recorded and submitted to the COR without hindering or otherwise impeding the movement of the cargo.

5.0 Route Reporting

Upon request, the contractor will conduct research and analysis on the status of the routes throughout Pakistan and Afghanistan, to include road deterioration, threat level, official and unofficial involvement in the metering of traffic, weather delays, tribal interference, and other tangible and intangible aspects of transportation in these countries. Reports will be prepared and disseminate as required. The contractor will also prepare and submit historical trend / transit time analyses based on the logistics tracking information obtained by the contractor. The analyses may include raw data, charts, graphs, or other modes of presentation.

6.0 Miscellaneous

The purchase of cable and bolt seals, tally books, envelopes, or any other equipment required to perform the functions outlined in this PWS shall be the responsibility of the contractor. The contractor must identify shortages to the COR in advance of a zero-balance situation so that additional quantities may be purchased to ensure no break in service.

7.0 Contractor Manpower Reporting

The contractor shall report all manpower utilized for the performance of this contract (to include subcontractor manpower). The contractor shall complete all the required fields in the reporting system using the web address <https://cmra.army.mil/>. The requiring activity will assist the contractor with the reporting requirement as necessary. The contractor may enter reports at any time during the reporting period, which is defined as the contract's period of performance not to exceed 12 months ending 30 September of each Government fiscal year. Reporting must be completed no later than 31 October following the fiscal year during which the contract is in place. Reporting must be completed for every year or part of a year for which the contract is in place. Failure to comply with this reporting requirement will result in contract termination.

8.0 Government Furnished Facilities, Supplies/Services and Equipment

8.1 Equipment

8.1.1 The contractor shall perform a joint inventory of Government furnished equipment (GFE) with the Property Book Officer (PBO). The contractor shall document damage and shortage items. The contractor shall repair or replace the damaged items and acquire the shortage items to maintain a fully mission capable status, and maintain one hundred percent (100%) property accountability of all GFE. The contractor shall perform monthly cyclic inventories of all Government property IAW the FAR Part 45.

The contractor shall no later than 31 Oct of each year, provide to the cognizant Government property administrator a report for all DoD property for which the contractor is accountable under the contract. The report shall be prepared IAW the requirements of DD Form 1662, DoD Property in the Custody of Contractors, or a substitute format approved by the PCO.

The Government reserves the right to provide Government Furnished Equipment (GFE) at any time under this contract to support cargo operations.

8.1.2 In the event GFE is provided, the Contractor shall be responsible for maintenance and repair. Responsibilities include but are not limited to:

- a. Perform 10/20 level maintenance on GFE equipment and/or replace and repair parts as necessary
- b. Document and maintain records of maintenance performed and corrected on DA Form 2404.
- c. Develop maintenance plan within thirty (30) days of receipt of GFE that identifies procedures, policies and actions required to implement, maintain and conduct maintenance on whether GFE or

Contractor furnished equipment (CFE). The maintenance plan will be IAW Government and civilian regulations.

d. Submit Equipment Status Report when equipment is considered to be deadline or inoperable. The deadline report will consist of five (5) distinct categories: Contractor Acquired Government Owned (CAGO) Equipment and Government Furnished Equipment. The report shall include:

- Item Description
- Model Number
- Serial Number
- GP Number (GFE)
- Deadline Reason
- Deadline Date
- Location of Equipment
- Applicable Purchase Order or Requisition Number (GFE) • Expected date of Completion of Repairs • Service/Repair/Order (SRO) (GFE) • Any other amplifying remarks as necessary.

8.1.3 Government furnished equipment will include:

Description	Serial Number	Quantity
Laptop, Dell XFRDB30	Service TagCJQ7JH1	1
SMR650-213	SN UDN	1
Model 751 G HHI	B0475006110052	1
Model 751 G HHI	SN 27700600687	1
700 C Single Dock, 225-683-006	SN 36000701562	1
Battery Charger, 700 Color Single 852-060-004	SN 30350700539	1
	NSN	2
	185B0612437	
Battery Pack SMR 751G-06	SN0749	2
	SN 0634	
Universal adapter Power Supply, 851-061-103	SN 601772	1
Handheld Carry Case for HHI	NSN	1
Holster	NSN	1
USB Cable Adapter	NSN	2
Power Dec SMR 650 Charger	NSN	1
Model 751G HHI	SN 36000701625	1
Model 751G HHI	SN 26700601132	1
700 C Single Dock, 225-683-006	SN 30350700531	1
Battery Charger, 700 Color Single 852-060-004	NSN	2
Battery Pack SMR 751G-06	NSN	2
	SN 185B0612239	

Universal adapter Power Supply, 851-061-103	SN 601520	1
USB Cable Adapter	NSN	1
Power Dec SMR 650 Charger	NSN	1
Handheld Carry Case for HHI	NSN	1
Holster	NSN	1
Model 675I RF Tag-For Training	SN 5715943	4
	SN 5716878	
	SN 5716879	
	SN 5715942	
PDK	TAVPDK 5201	

9.0 Organizational Conflict of Interest

Business Integrity and Organizational Conflict of Interest. While not performing any inherently governmental functions, the 3PL contractor will be providing logistics and tracking services as well as reporting functions for cargo movement on the United States Transportation Command (TRANSCOM) Universal Service Contract (USC-6 contract.) If the 3PL contractor were also a source for performing services under the USC-6 contract, there is potential that the 3PL contractor would be unable to give unbiased, impartial advice to the Government because of its conflicting roles as the entity performing the cargo movement and the entity reporting on the performance of the cargo movement. Accordingly, this creates an Impaired Objectivity Organizational Conflict of Interest (OCI) and award of this contract for Pakistan 3PL Services precludes the Contractor from submitting proposals in response to solicitations or working on other Government contracts, as either a prime contractor or sub-contractor, for procurements and/or contracts on which Contractor personnel are providing services under the TRANSCOM USC-6 contract. This restraint also applies to future contracts when employees have privileged information that may subject the Contractor to a conflict of interest. The Contractor's attention is directed to FAR Subpart 9.5 Organizational and Consultant Conflicts of Interest. The Government will require, with proposals for this effort, a signed "Statement of Non-Compete" that the Contractor, any subsidiary, joint venture or team member, or other affiliate does not currently, and shall not in the future, hold any Government contracts that create OCI issues under the 3PL contract from providing USC-6 contract services. If during performance of the 3PL Contract, the Contractor discovers additional actual or potential OCI with respect to the 3PL contract, the Contractor shall make an immediate and full disclosure in writing to the Contracting Officer. The disclosure shall include identification of the conflict, the manner in which it arose, and a description of the action the Contractor has taken or proposes to take to avoid, eliminate or neutralize the conflict.

10.0 Ethics Training

Prior to commencing contract performance, the Contractor shall require all employees to complete ethics training. Ethics training shall cover FAR 3.104, Procurement Integrity, personal and organizational conflicts-of-interest IAW FAR Subpart 9.5 and instruct contractor employees on identifying actual and potential OCI's and proper use of government resources and non-disclosure of government information. Prior to commencing contract performance, the Contractor shall furnish to the Contracting Officer evidence that each contractor employee has received Ethics Training which shall include a signed statement by each contractor employee whereby the employee agrees that he or she will not discuss, divulge or disclose any such information or data to any person or

entity except those persons within the contractor's organization directly concerned with the performance of the contract.

11.0 Confidentiality and Non-Disclosure of Information

Information made available to the Contractor by the Government for the performance or administration of this effort shall be used only for those purposes and shall not be used in any other way without the written agreement of the Contracting Officer. The Contractor shall protect the confidentiality of non-public Government information. Pursuant to FAR 9.505-4, which governs contractor's obtaining access to proprietary information, the Contractor's employees under this effort shall identify their access to proprietary information to other companies in accordance with FAR 9.505-4(b). Procuring Contracting Officers may require disclosure of Contractor access to proprietary information in any solicitations resulting from services performed under this contract for 3PL services and execution of a nondisclosure agreement prior to the solicitation closing date. If such disclosure is required, the solicitation shall provide a Contractor Point of Contact (POC) from whom potential offerors may obtain nondisclosure agreements. The Contractor shall furnish copies of properly executed non-disclosure agreements to the Procuring Contracting Officer for the acquisition involved.

12.0 Synchronized Pre-Deployment Operational Tracker (SPOT)

SPOT has been designated as the Joint Enterprise contractor management and accountability system to provide a central source of contingency contractor information IAW DoDI 3020.41, Contractor Personnel Authorized to Accompany the U.S. Armed Forces, dated 3 Oct 05. Contractor companies are required to maintain by name accountability within SPOT while government representatives utilize SPOT for oversight of the contractors they deploy. Currently SPOT requires an Army Knowledge Online (AKO) email and password for access. The website for SPOT is <http://www.defenselink.mil/bta/products/spot.html>. This website can be utilized to generate bar coded Letters of Authorization (LOAs) as required by CENTCOM FRAGO 09-1451. Also see <https://spot.altess.army.mil/privacy.aspx> and <https://www.us.army.mil/suite/kc/12559209>.

Attachment 1: Performance Requirement Summary

N O.	PERFORM ANCE OBJECTIV E	PERFORMANCE MEASURE	PERF STANDA RD	LOT SIZE	DEDUCTION / DIRECTED ACTION
1.	Cargo Movement Report (Import)	<p>the contractor will track and report the following import information (at a minimum):</p> <ul style="list-style-type: none"> - Container Numbers - IBS TCNs - Port Call File Numbers (PCFNs) - Military TCNs - Size / Conveyance Types - All Seal Numbers - RFID Tag Numbers - Vessel Names - Voyage Numbers - Discharge Dates - Dispatch Dates - Border Crossing Dates / Names - Destination Arrival Dates - Delivery Dates - Truck Numbers (all interchanges) - Driver Names (all interchanges) <p>The exact format of the required reports, the necessary fields, will be provided by the COR NLT 10 days after contract award. All information must be submitted 7 days a week, 365 days a year. At a minimum, the contractor will be required to submit the below</p>	<p>98% of reports received within designated time frame. Max allowable deviation is 12 hours</p> <p>100% of the information is accurate</p>	<p>100% Inspection</p>	<p>Re-performance on Contractor's account. Correction of any reporting errors will be at no further cost to the government.</p>

		<p>operational reports:</p> <ul style="list-style-type: none"> - Daily Import Report (Pakistan) - Containers in Yard Report - Northern Distribution Network Report - Daily Container Movement Report 			
2.	Cargo Movement Report (Export)	<p>The contractor will track and report the following export information (at a minimum):</p> <ul style="list-style-type: none"> - Container Numbers - IBS TCNs - Port Call File Numbers (PCFNs) - Military TCNs - Size / Conveyance Types - All Seal Numbers <ul style="list-style-type: none"> - RFID Tag Numbers - Origins - Border Crossing Dates and Names - Port Arrival Dates / 	<p>98% of reports received within designated time frame. Max allowable deviation is 12 hours 100% of the informatio</p>	<p>100% Inspection</p>	<p>Re-performance on Contractor's account. Correction of any reporting errors will be at no further cost to the government.</p>

		<p>Names</p> <ul style="list-style-type: none"> - Vessel Names - Voyage Numbers - Sail Dates - Truck Numbers (all interchanges) - Driver Names (all interchanges) <p>The exact format of the required reports, the necessary fields, will be provided by the COR NLT 10 days after contract award. All information must be submitted 7 days a week, 365 days a year. At a minimum, the contractor will be required to submit the below operational reports:</p> <ul style="list-style-type: none"> - Daily Export Report - Containers in Yard Report - Northern Distribution Network Report - Daily Container Movement Report 	n is accurate		
3.	Seal Operation Report	Contractor shall monitor and report on a daily basis how many containers arrived and departing in the ports of Karachi and Qasim and in locations in Pakistan with cable and bolt seals, the cable and bolt seal serial numbers, and their corresponding container numbers, and how many containers arrived without cable and bolt seals.	98% of reports received within designated time frame. Max allowable deviation is 12 hours 100% of the information is accurate	100% Inspection	Re-performance on Contractor's account. Correction of any reporting errors will be at no further cost to the government.
4.	RFID/CIDD	On a daily basis, the contractor	98% of	100%	Re-performance

	Report.	shall record the arrival of shipments with RFID Tags at the Pakistan / Afghanistan entry nodes. The contractor shall conduct Hand Held Interrogator (HHI) operations to capture all arrivals at each entry / exit node (i.e. port terminals and border crossings).	reports received within designated time frame. Max allowable deviation is 12 hours 100% of the information is accurate	Inspection	on Contractor's account. Correction of any reporting errors will be at no further cost to the government.
5.	IBS-CMM Updates	The Contractor will manually create container records in IBS-CMM on all import and export shipments to and from Afghanistan. In addition to creating the container records, the contractor will also be responsible for in-gating and out-gating containers in IBS-CMM at all ports of entry into OEF Theater and out gate transactions from all ports of entry.	98% of records received within designated time frame. 100% of the information is accurate	100% Inspection	Re-performance on Contractor's account. Correction of any reporting errors will be at no further cost to the government.
6.	Contractor Manpower Report	Contractor shall report all Contractor manpower (to include subcontractor manpower) employed for the performance of this contract. The Contractor shall complete all required fields in the reporting system using the web address: https://cmra.army.mil/ .	100% of the information is accurate	All Manpower	Failure to comply with this reporting requirement will result in contract termination.