

**SCOPE OF WORK (Modified 10/16/2023)**  
**(4) Tinius Olsen Testing Equipment**  
**Calibration and Preventive Maintenance/Repair Service Contract**  
**RIA-JMTC Materials Science Laboratory**

Calibration and PM Service/Repair Contract to be provided by Contractor Accredited to ISO/IEC 17025 or equivalent.

**Laboratory Equipment Includes:**

(2) Charpy Impact Testers, (1) FH-11 Hardness Tester, (1) FH-10 Hardness Tester. All are located in RIA-JMTC Materials Science Division, Bldg. 210, Rock Island, IL.

**1. Period of Performance: One Year.**

**2. General:** Contractor to provide Calibration and PM services for (2) Charpy Impact Testers, (1) FH-11 Hardness Tester, (1) FH-10 Hardness Tester. Equipment:

Impact Machine:

Metal Impact 84,  
Ser. No. 164955,  
Capacity, 300 ft-lb

Impact Machine:

Metal Impact 74,  
Ser. No. 127945,  
Capacity, 264 ft-lb

FH-10 Hardness Tester

Ser. No. FH10001800275,  
Load Cell, 200gf – 1000kgf capacity

FH-11 Hardness Tester

Ser. No. FH1102140100,  
Load Cell, 10kgf – 3000kgf capacity

**3. Contractor to provide one annual, scheduled, on-site visit for Calibration and PM Services of the 4 Tinius Olsen machines.**

**3a. Calibrations** will be conducted by an **ISO/IEC: 17025 Accredited** Activity, or equivalent, to standard ISO standards: (2) Impact Testers; (2) Hardness Testers. Necessary calibrations standards are included with service.

**3b. PM will include routine maintenance on (2) Impact Testers and (2) Hardness Testers.**

**3c. Scheduled calibration and PM services will be conducted at RIA-JMTC during normal business days,** Monday to Friday (excluding holidays), 7am to 3 pm (unless otherwise agreed upon between Field Service Engineer and Lab POC or COR/Performance Certifier). No extra charge for extra time and/or travel.

**3d. All calibration, PM, or Repair work to be performed by factory certified representatives.**

4. Contractor to provide **unlimited phone support** during normal business hours, (response within 2 business hours).

5. Contractor to provide **unlimited emergency on-site support**, (response on-site **within 2 business days**). Parts are included. All time and travel is included. No extra charge for extra time and/or travel. This is referred to as "**Contractor Factory Service/Extended Warranty**" on:

- (2) Impact Testers
- (2) Hardness Testers (FH-10/FH-11)

6. The **Contractor shall warranty that services performed and parts installed** are in accordance with industrial standards and carry a standard commercial warranty.

**7. EXCLUDED SERVICES AND PARTS:**

- Purchase of "Wear Parts" ( anvils, strikers, etc) is not covered. **Installation of purchased "wear parts" is covered.**

Contractor shall not be obligated for the following: damage or destruction where such are a result of or caused by fire or explosion of any origin, riot, civil commotion, aircraft, war, or any Act of God, including but not limited to lightening, hail, flood, earthquake, or misuse or abuse of instruments; moving or re-installation of instrument, repairs by persons not authorized by Contractor, contamination due to spillage, accessories not listed or included; interpretations of data from unauthorized installation or modifications.

8. Upon completion of any work, a **Service Report** shall be forwarded, within 7 business days, to the RIA-JMTC "Lab" Contracting Officer Representative (COR)/Performance Certifier. Said report shall contain detailed itemization of all work performed and recommendations for continued good operations. Electronic Reports may be forwarded in WORD, PDF, or other format compatible with JMTC's (DoD) government email system.

**9. Invoicing shall be in iRAPT (aka WAWF).**

**10. Contractor Manpower Reporting (CMR):** 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 labor hours (including subcontractor labor hours) required for performance of services provided under this contract via secure data collection site. The contractor is required to completely fill in all required data fields in the format using the following web address:

<https://cmra.army.mil> .

The required information includes the following:

- (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative;
- (2) Contract number, including task and delivery order number;
- (3) Beginning and ending dates covered by reporting period;
- (4) Contractor name, address, phone number, e-mail address, identity of contractor employee entering data;
- (5) Direct labor hours (including sub-contractors);
- (6) Direct labor dollars paid this reporting period (including sub-contractors);
- (7) Total payments (including sub-contractors);

- (8) Predominant Federal Service Code (FSC) reflecting services provided by contractor (and separate predominant FSC for each sub-contractor if different);
- (9) Data collection cost;
- (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the contractor with its UIC for the purposes of reporting this information);
- (11) Locations where contractor and sub-contractors perform work (specific by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website);
- (12) Presence of deployment or contingency contract language; and
- (13) Number of contractor and sub-contractor employees deployed in theater this reporting period (by country).

CMR Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported anytime during the FY, all data shall be reported no later than October 31 of each calendar year, beginning with 2013. Contractors may direct questions to the help desk at <https://cmra.army.mil>

## **11. OPSEC INFORMATION:**

### **Contractor personnel are subject to RIA-JMTC Operations Security (OPSEC) Requirements:**

- 1. AT Level I Training or alternative equivalent.** This provision/contract text is for contractor employees with an area of performance within an Army-controlled installation, facility, or area. All contractor employees, including subcontractor employees, requiring access to Army installations, facilities, or controlled access areas shall complete AT Level I awareness training within 60 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever applies. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee to the COR (or to the contracting officer, if a COR is not assigned) within 60 calendar days after completion of training by all employees and subcontractor personnel. AT Level I awareness training is available at <https://jkodirect.jten.mil>. Alternative equivalent is available from JMTC Operations center. COR or Performance Certifier is able to provide training and documentation.
- 2. Access and General Protection/Security Policy and Procedures.** This standard language is for contractor employees with an area of performance within an Army-controlled installation, facility, or area. The contractor and all associated subcontractors employees shall provide all information required for background checks to meet installation access requirements to be accomplished by the installation Provost Marshal Office, Director of Emergency Services, or Security office. The contractor workforce must comply with all personal identity verification requirements (FAR clause 52.204-9, Personal Identity Verification of Contractor Personnel) as directed by DoD, HQDA, and/or local policy. In addition to the changes otherwise authorized by the change clause of this contract, should the Force Protection Condition (FPCON) at any individual facility

or installation change, the Government may require changes in contractor security matters or processes.

**For contractors requiring Common Access Card (CAC).** Before CAC issuance, the contractor employee requires, at a minimum, a favorably adjudicated National Agency Check with Inquiries (NACI) or an equivalent or higher investigation in accordance with Army Directive 2014-05. The contractor employee will be issued a CAC only if duties involve one of the following: (1) Both physical access to a DoD facility and access, via logon, to DoD networks on-site or remotely; (2) Remote access, via logon, to a DoD network using DoD-approved remote access procedures; or (3) Physical access to multiple DoD facilities or multiple non-DoD Federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled NACI at the Office of Personnel Management.

**For contractors that do not require CAC, but require access to a DoD facility or installation.** Contractor and all associated subcontractor employees shall comply with adjudication standards and procedures using the National Crime Information Center interstate identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility access and local security policies and procedures (provided by government representative), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

3. **Contractor will acquire and need to return** all issued U.S. Government Common Access Cards, installation badges, and/or access passes. Use FAR 52.204-9 or PADDs Clause IF00015.
4. **iWATCH (See Something, Say Something) Training.** This standard language is for contractor employees with an area of performance within an Army-controlled installation, facility, or area. The contractor and all associated subcontractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity ATO). This locally developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR.

This training shall be completed within 60 calendar days of contract award and within 60 calendar days of new employees commencing performance, with the results reported to the COR no later than 60 calendar days after contract award.

5. **Impact on contractor performance during increased FPCON during periods of increased threat** (contractor personnel working on an installation). During FPCONs Charlie and Delta, services may be discontinued/postponed due to higher threat. Services will resume when FPCON level is reduced to level Bravo or lower.

6. **Random Antiterrorism Measures Program (RAMP) participation.** Contractor personnel working on an installation are subject to participation in installation RAMP security program (e.g. vehicles searches, wearing of ID badges, etc).

## **12. Information Technology Security:**

**Information Technology Support Staff.** RIA-JMTC IT Support Staff will be engaged in the event any interaction with **RIA-JMTC information systems or associated computing devices** is required. The Contracting Officer Representative (COR) will send a notification to the RIA-JMTC Help Desk ([usarmy.RIA.usamc.mbx.ria-jmtc-helpdesk@mail.mil](mailto:usarmy.RIA.usamc.mbx.ria-jmtc-helpdesk@mail.mil)) following the scheduling of a vendor visit. This request will notify RIA-JMTC IT Support Staff that there will be an upcoming requirement to accompany the vendor on the scheduled dates. The vendor shall notify their technician that access to the workstation may not be available outside of normal business hours. The technician will be accompanied by an appropriately trained RIA-JMTC IT Support Staff member at all times while at the workstation. RIA-JMTC will not provide the technician credentials to access the workstation. Access to the workstation will be provided by the RIA-JMTC IT Support Staff escort. USB Flash media, SD Cards, and USB Hard Drives will not be permitted. Programs and software must be ran from CDs or DVDs. Vendor Devices will not be allowed to connect to the Internal RIA-JMTC network nor will they be allowed to connect to RIA-JMTC equipment that is in operation or on standby.