

AFFARSPGI 5337 ServiceContracting

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AFICC PGI 5337

ServiceContracting

AFICC PGI 5337.503-90 Management and Oversight of the Acquisition of Services

When conducting acquisition planning activities, contracting officers are encouraged to use the [Non-Personal Services Certification](#).

AFMC PGI 5337

Service Contracting

AFMC PGI 5337.102-90 Suggested Contract Language for Maintenance, Overhaul, and Modification

(a) This subpart provides suggested contract language a contracting officer may use in fixed-price maintenance, repair, overhaul, and modification contracts which include the Walsh-Healey Public Contracts Act. This language may be used in fixed-price contracts subject to the Service Contract Act as appropriate.

(b) When contractors performing maintenance, repair, overhaul, and modification on Air Force equipment in overseas locations are unable to obtain replacement parts through purchase in local markets, the contracting officer may include the following suggested contract language substantially as written in the performance work statement /statement of work. Use of this language is required for Depot Maintenance Activity Group (DMAG) contracts containing a requirement for a government furnished material (GFM) report (GFM reporting may be by the manual report on AF Form 412 (Report of Government Furnished Material), the mechanized GFM Transaction Reporting System (G009), or Commercial Asset Visibility II (CAV II):

MAINTENANCE OF GOVERNMENT OWNED EQUIPMENT IN POSSESSION OF OVERSEAS CONTRACTORS

Normal maintenance of Government-owned equipment provided hereunder or used in the performance hereof may require parts not available in local markets. The Contractor may requisition any of such parts as are available through the Government supply system after the contracting officer provides written approval for each such requisition. The Contractor agrees, upon receipt of such parts, to credit this contract at prices specified in current federal supply catalogs. The Contractor shall deduct such credits from the invoice submitted under this contract.

AFMC PGI 5337.102-91 Solicitation Evaluation Procedures for AFMC Maintenance, Overhaul, and Modification

(a) For maintenance, repair, overhaul, and modification efforts which include work request provisions for "over and above" effort on other than a fixed-price basis the contracting officer may include the following suggested contract language substantially as written in section M:

EVALUATION OF OVER AND ABOVE WORK

For evaluation purposes, the estimated "Over and Above" hours applicable to Section B of the Schedule entitled "Over and Above Work" is (insert number of hours) hours. The estimated over and above hours shall be multiplied by the proposed hourly rate for evaluation. These estimated hour figures are furnished for evaluation purposes only and are not intended to guarantee that the number of hours used for evaluation will actually be experienced or that the hour figure represents maximum or minimum hours for any resultant contract. Offerors are required to submit the proposed fixed hourly rate to be inserted into Section B of the resultant contract.

(b) The requirements office shall determine the man-hour estimates used for evaluation, based on estimates of all factors including previous organic and contractor experience.

(c) The contracting officer may include the following suggested contract language substantially as written in Section M for maintenance, repair, overhaul, and modification indefinite quantity and requirements solicitations that include a Best Estimated Quantity:

EVALUATION OF OFFERS

Offers shall be evaluated on the basis of the unit prices offered for the quantity designated as the best estimated quantity in the schedule for (insert item(s)) by multiplying the proposed price(s) by the best estimated quantity(s).

(d) The contracting officer may include the following suggested contract language substantially as written in Section M when the Government will evaluate the cost associated with relocating

government furnished property from the incumbent contractor's facility:

EVALUATION OF OFFERS - MOVEMENT OF GOVERNMENT-FURNISHED PROPERTY

A cost factor which represents the estimated cost to the government for packaging, packing, preservation and transportation of government-furnished property from the incumbent contractor's facilities to a new contractor's facility shall be added to all offers except the incumbent's. This government-furnished property represents the residual inventory of government-furnished material and any special tooling which may have been furnished. For evaluation purposes, this cost is estimated to be (insert dollar amount), plus cost of transportation to the recipient contractor's facility.

(e) Transportation costs for any additional government-furnished property not resident at the incumbent contractor's facility shall be evaluated based on the estimated cost of transportation from the applicable Government installation to the contractor's facility.

(f) The contracting officer may include the following suggested contract language substantially as written in Section M when the Government shall evaluate transportation cost based on multiple points of generation:

EVALUATION OF OFFERS-TRANSPORTATION COST

For evaluation purposes the government shall add a cost factor for transportation to all offers based on the distances between point(s) of destination as follows:

Transportation cost for (insert item(s)) will be evaluated on the basis of estimates of probable points of generation in the field to the contractor's facilities and return to the point(s) of generation and;

Transportation cost for (insert item(s)) will be evaluated on the basis of estimates of probable points of generation in the field, to the contractor's facilities and return to (e.g., Hill AFB).

AFMC PGI 5337.110-90 Solicitation Suggested Contract Language

Contracting Officer ensure contract holidays to be observed under the contract are established in the Statement of Work, Performance Work Statement or Statement of Objectives when contractor performance occurs on a government installation. Normally, the ten federal Government holidays are observed in the United States. Some contractor personnel policies and labor agreements provide for observing different holidays than observed by the Government. Services performed outside the United States usually observe the holidays of the country where the services are performed.

AFMC PGI 5337.204 Guidelines for Determining Availability of Personnel

For AFLCMC, see [AFLCMC/CC Approval Delegation Memo](#) and [Class D&F for use of A&AS Personnel for Initial Contract Award Proposal Evaluation and Analysis \(ICAPEA\)](#).

AFMC PGI 5337.503-90 Management and Oversight of the Acquisition of Services

Services Designated Official (SDO) authority, as outlined in DODI 5000.74 and AFI 63-138 is further delegated as set forth in Table 1-1.

Table 1-1 Services Designated Officials

Thresholds and Delegations for AFPEO/CM Services Acquisitions within AFMC

Services Category	Threshold	Services Designated Official
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SCAT I	≥\$1B or >\$300M in any one year	AFPEO/CM
SCAT II	≥\$250M <\$1B	AFMC/CA, or as delegated
SCAT III	≥ \$100M < \$250M	AFMC/CA, or as delegated
SCAT IV	≥ \$10M < \$100M	O-6/GS-15, or equivalent, in the requirements chain
SCAT V	> SAT < \$10M	O-4/GS-13, or equivalent, in the requirements chain

USAFA PGI 5337

Service Contracting

USAFA PGI 5337.503-90 Management and Oversight of the Acquisition of Services

The USAFA Services Designated Official (SDO) authority is delegated as noted below. Note, the SDO may further delegate Acquisition Plan approval authority to one level above the contracting officer.

Services Category/Threshold	SDO Assignment
CAT V (SAT to < \$10M)	AFPEO/CM delegated to USAFA/CV, who in turn delegated to the USAFA senior contracting official (SCO), who in turn delegated to the COCO
CAT IV (≥ \$10M to < \$100M)	AFPEO/CM delegated to USAFA/CV, who in turn delegated to the USAFA SCO

Contracting Officers should refer to the USAFA/PK authorities and delegations site concerning specific COCO designations, delegations and authorities at https://cs2.eis.af.mil/sites/13093/PP/USAFA_PK/_layouts/15/start.aspx#/SitePages/Home.aspx

SMC PGI 5337

Service Contracting

SMC PGI 5337.204 Guidelines for Determining Availability of Personnel

(a) See a [sample determination](#) on the use of contractor personnel to evaluate proposals for ideas on format and content.