

UNCLASSIFIED

DEPARTMENT OF THE NAVY



**Quality Assurance Surveillance Plan (QASP)
For
USS COLE (DDG 67)
FY18 Extended Dry-Docking Selected Restricted Availability
(EDSRA)**

**Solicitation: N00024-17-R-4438
Attachment J-5**

NAVAL SEA SYSTEMS COMMAND
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1. **Purpose**

This QASP provides the performance criteria, standards, and procedures for the Government's surveillance and oversight of the Contractor's performance to assure deliverables are timely, adequate, and complete and to assure performance is meeting the requirements specified in the contract.

2. **Government Roles and Responsibilities**

The following personnel shall oversee and coordinate surveillance activities:

- a. Administrative Contracting Officer (ACO) – The ACO shall assure performance of all necessary actions for effective contracting, ensure compliance with the contract terms, and shall safeguard the interests of the United States in the contractual relationship. The ACO shall also assure the contractor receives impartial, fair, and equitable treatment under this contract. The ACO is ultimately responsible for the final determination of the adequacy of the contractor's performance.
 - i. Assigned ACO: **TBD at time of contract award**
- b. Technical Point of Contact (TPOC) – The TPOC is responsible for technical administration of the contract and shall assure proper Government surveillance of the contractor's performance. The TPOC shall keep a quality assurance file. The TPOC is not empowered to make any contractual commitments or to authorize any contractual changes on the Government's behalf.

Assigned TPOC: **TBD at time of contract award**

3. **Performance Standards**

The Performance Requirements are listed in Enclosure (1). The Government shall use these standards to determine contractor performance and shall compare contractor performance to the standard and assign a rating. At the end of the performance period, these ratings will be used, in part, to establish the past performance of the contractor on the contract.

4. **Deducts**

Deducts will be based on unfavorable contractor performance as determined by the ACO. There will be monetary deducts as outlined in Enclosure (1). Application of any deductions in accordance with Enclosure (1) is at the ACO's discretion.

5. **Methods of Surveillance:**

Various methods exist to monitor performance. The Government may use, and is not limited to, the surveillance methods listed below in the administration of this QASP:

- a. Direct Observation: The ACO and/or TPOC will provide on-site oversight to assure the Contractor is adequately performing to the contract specifications.
- b. Verification of documentation/deliverables provided by Contractor: Government review and assessment of deliverables (timely submission, accuracy, and completeness) and performance will be accomplished in accordance with this QASP, the Joint Fleet

Maintenance Manual (JFMM), the SOW and Contract Data Requirements Lists (CDRLs).

- c. Inspections: Other inspections may be made in cases such as accident investigations, etc. Inspections shall be divided and scheduled as required.

6. Evaluation Ratings:

The Government will evaluate the Contractor's performance of the SOW and the TPOC will assign a rating of either acceptable or unacceptable. The acceptable quality levels are outlined in Enclosure (1).

7. Documenting Performance

- a. The Government will document positive and/or negative performance. Any report may become a part of the supporting documentation for any contractual action and preparing past performance information using the Contractor Performance Assessment Report System (CPARS).

8. Frequency of Measurement

- a. Frequency of Measurement. The frequency of measurement for deliverables is defined in the SOW and each CDRL. The contractor's performance will be continuously monitored. The Government will periodically analyze whether the frequency of surveillance is appropriate for the work being performed.

Enclosure (1): Performance Standards, Acceptable Quality Levels, & Deducts

A) Deliverable/ Assessment Area	B) Performance / Acceptable Quality Level Requirement	C) Deduct*
<p>1. Schedule and Associated Reports per NAVSEA Standard Item (NSI) 009-60</p>	<p>a) Schedule and Associated Reports are provided in accordance with the schedule requirements stated in Table 2 within NAVSEA Standard Item (NSI) 009-60 as well as contract Attachment J-3, Execution Milestones and Key Event Dates.</p> <p>b) Schedule and Associated Reports are provided in accordance with the content and format requirements stated in Table 2 within NSI 009-60.</p> <p>Notes:</p> <ul style="list-style-type: none"> i. If the Government does not provide schedules/information for Alteration Installation Team (AIT), Government-Contracted Third Party Maintenance Providers, Ship's Force (S/F), Commercial Industrial Services (CIS), Fleet Maintenance Activity (FMA), or other schedules/information not known to the contractor, the contractor shall provide the schedule and associated reports (including the Integrated Production Schedule) in the required timeframes to include all information known to the contractor up to 7 days prior to the date of required submission. ii. Unless otherwise directed/clarified by the supervisor, the contractor retains discretion for elements left to contractor discretion in NSI 009-60. Should the supervisor provide direction or clarification on discretionary elements, the direction/clarification will take effect, for the purposes of rejection or acceptance, on the next required submission of 009-60 deliverables. Furthermore, should the supervisor and the contractor disagree as to whether an element within 009-60 is objectively required or discretionary, supervisor clarification will take effect on the next required submission of 009-60 deliverables. iii. Rejection or Acceptance of a deliverable described in 009-60, Table 2 will be determined on whether: <ul style="list-style-type: none"> a. The deliverable provided conforms to objective, non-discretionary, requirements referenced in Table 2. <ul style="list-style-type: none"> i. In the event the contractor submits a deliverable which does not match the contract Attachment J-3, Execution Milestones and Key Event Dates (as modified), the deliverable will be rejected. b. The deliverable provided conforms to the Supervisor's direction or clarification of the desired interpretation of objective/discretionary elements and/or clarification of the applicability of discretionary elements. iv. Rejection or Acceptance of a deliverable described in 009-60, Table 2 will not be determined on whether the deliverable provided satisfies the supervisor's subjective determinations of reasonableness beyond the Rejection or Acceptance criteria in paragraph (a) above. Therefore, subjective determinations of the adequacy or reasonableness of elements, like schedule or manning plans, the contractor's status to plans, forecasts, and mitigation plans will not be a basis for rejection. 	<p>a) \$5,000 per each day the IPS is late or not provided. And;</p> <p>b) \$5,000 per each time the IPS is rejected by the Government due to not meeting the Performance / Acceptable Quality Level Requirement in Column (B).</p> <ul style="list-style-type: none"> i. If an IPS is rejected by the Government, additional deducts will be calculated in accordance with paragraph (a) above, for a minimum of one additional day.

2. Milestones for Certain Reports per Contract Section C paragraph 3.4	a) As described in Contract Section C Paragraph 3.4, the contractor shall complete the necessary work associated with the reports listed in Enclosure (2) for the USS Cole FY18 EDSRA and submit to the Government the required reports in the necessary format and containing the required information as specified in the Work Item no later than the dates specified.	<p>a) \$5,000 per each day a report is late or not provided. And;</p> <p>b) \$5,000 per each time a report is rejected by the Government due to not meeting the Performance / Acceptable Quality Level Requirement in Column (B).</p> <p>i. If an IPS is rejected by the Government, additional deducts will be calculated in accordance with paragraph (a) above, for a minimum of one additional day.</p>
3. Corrective Action Reports (CARs)	<p>a) Level C and Level D CARs are responded to within the required response date outlined in each respective CAR.</p> <p>b) Contractor's response/resolution to a Level C or Level D CAR is complete and adequate.</p>	<p>a) \$5,000 per each day a response to a Level C or Level D CAR is past the required response date outlined in each respective CAR. And;</p> <p>b) \$5,000 per each time a response/resolution to a Level C or Level D CAR is rejected by the Government due to incomplete or inadequate response.</p> <p>i) Rejection of the contractor's response/resolution to a Level C or Level D CAR shall be approved one level above the TPOC.</p> <p>ii) Responses/resolutions to a Level C or Level D CAR may be rejected more than once.</p> <p>iii) If a Level C or Level D CAR is rejected by the Government, additional deducts will be calculated in accordance with paragraph (b) above, for a minimum of one additional day.</p>
4. Accuracy of Condition Found Reports (CFRs)	a) CFRs shall be submitted through the Navy Maintenance Database Re-platform (NMDR) and at a minimum, contain the information required by Section C Paragraph 1.12.1.	a) \$1,000 per each time a report is rejected by the Government due to invalid or incomplete information.

Enclosure (1): Performance Standards, Acceptable Quality Levels, & Deducts

5. Change Order Price Analysis (COPA) submission to Government	<p>a) The Contractor shall provide a Change Order Price Analysis (COPA) proposal to the Administrative Contracting Officer (ACO) in response to a Request for Contract Change (RCC) within the timeline specified by Section C Paragraph 1.13. A COPA shall include at a minimum the requirements under Contract Section C Paragraph 1.13.</p> <p>b) If unforeseen circumstances arise where the contractor is unable to submit a COPA within the required timeframe specified by Section C Paragraph 1.11, the contractor shall notify the ACO immediately of the specific circumstance and provide a revised date on which a COPA will be submitted. Additional time needed to complete a COPA may be granted solely at the discretion of the ACO. The new timeframe granted, solely at the discretion of the ACO and may differ from the contractor's request, shall be met by the contractor.</p> <p>Note: The required timeline to submit a COPA does not apply to RCC's requiring Government Directed Subcontractors or other events out of control of the contractor, which will be determined solely by the ACO on a case by case basis.</p>	a) \$1,000 per each day a proposal is late or not provided in accordance with the criteria outlined in Column (B).
6. Integrated Logistics Support (ILS) & Provisioning Technical Data (PTD) Documentation	<p>a) The contractor shall submit all copies of technical manuals, Maintenance Index Pages (MIP), and Maintenance Requirements Cards (MRC) received with GFM and CFM equipment to the Government in the timeline required by SI 009-21.</p> <p>b) The contractor shall submit data required by Attachment A of SI 009-21, in approved transferrable media (spreadsheet or word processing document), to the Government no later than required by SI 009-21 after installation or removal of GFM and CFM equipment or components from shipboard system</p>	<p>a) \$1,000 per each day each item in para (a) of Column B is late or not provided.</p> <p>b) \$1,000 per each day each item in para (b) of Column B is late or not provided.</p> <p>c) The Government will withhold payment in the amount authorized by DFARS 252.217-7007 "Payments" to the contractor of the total contract price until all material and data required by SI 009-21 is submitted and approved by the Government in accordance with DFARS 252.227-7030 "Technical Data-Withholding of Payment."</p>

*Note: Amount to be unilaterally deducted by Government from the associated WI CLIN. In the instance the deduction cannot be traced directly to a WI (e.g., due to non-conformance to a standard item), the total amount will be deducted from CLIN 0001, Tycom Funds via contract modification.