

Contractor Plan for Continuation of Essential Contractor Services

In accordance with DFARS 252.237-7024, Notice of Continuation of Essential Contractor Services, the offeror shall provide with its offer a written plan describing how it will continue to perform the essential contractor services listed in Attachment 1 (PWS), during periods of crisis. The Plan, at a minimum*, shall address all elements as detailed below:

Please describe how your company will continue performance of essential contractor services listed in the PWS during periods of crisis.

(1) Identify provisions made for the acquisition of essential personnel and resources, if necessary, for continuity of operations for up to 30 days or until normal operations can be resumed;

[Click here to enter text.](#)

(2) Address in the plan, at a minimum—

(i) Challenges associated with maintaining essential contractor services during an extended event, such as a pandemic that occurs in repeated waves; [Click here to enter text.](#)

(ii) The time lapse associated with the initiation of the acquisition of essential personnel and resources and their actual availability on site; [Click here to enter text.](#)

(iii) The components, processes, and requirements for the identification, training, and preparedness of personnel who are capable of relocating to alternate facilities or performing work from home; [Click here to enter text.](#)

(iv) Any established alert and notification procedures for mobilizing identified “essential contractor service” personnel; and [Click here to enter text.](#)

(v) The approach for communicating expectations to contractor employees regarding their roles and responsibilities during a crisis. [Click here to enter text.](#)

*NOTE: The items addressed above are the minimum elements required. Please be specific in your plan describing how you will support the particular port(s) for this requirement to ensure continuity of operations during periods of crisis.