

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 109		
2. CONTRACT NO. DACW67-02-D-1009		3. SOLICITATION NO. DACW67-02-R-0024		4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)		5. DATE ISSUED 28 May 2002	6. REQUISITION/PURCHASE NO. W68MD9-1178-8083	
7. ISSUED BY USA ENGINEER DISTRICT, SEATTLE ATTN: CENWS-CT P.O. BOX 3755 SEATTLE WA 98124-3755			CODE DACW67	8. ADDRESS OFFER TO (If other than Item 7) See Item 7			CODE TEL: FAX:	
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".								
SOLICITATION								
9. Sealed offers in original and <u>1</u> copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in <u>4735 E Marginal Wy S, 2nd Fl</u> until <u>14 00</u> local time <u>27 Jun 2002</u> (Hour) (Date)								
CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.								
10. FOR INFORMATION CALL:		A. NAME SHARON J GONZALEZ		B. TELEPHONE (Include area code)(NO COLLECT CALLS) (206) 764-3635		C. E-MAIL ADDRESS sharon.j.gonzalez@usace.army.mil		
11. TABLE OF CONTENTS								
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OFFER (Must be fully completed by offeror)								
NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.								
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period asserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.								
13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)								
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):				AMENDMENT NO.	DATE	AMENDMENT NO.	DATE	
15A. NAME AND ADDRESS OF OFFEROR		CODE	OMHW9	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)			
Archaeological & Historical Services c/o Eastern Washington University 201 Isle Hall, Cheney, WA 99004-2420 DUNS: 06-150-7273					Ruth A. Galm, Assistant VP for Grant & Research Development Eastern Washington University			
15B. TELEPHONE NO (Include area code) (509) 359-7971 or 2262		15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.		17. SIGNATURE		18. OFFER DATE		
		<input checked="" type="checkbox"/>		Ruth A Galm		6/25/02		
AWARD (To be completed by Government)								
19. ACCEPTED AS TO ITEMS NUMBERED 0001 thru 0019		20. AMOUNT \$451,440.22		21. ACCOUNTING AND APPROPRIATION SEE SECTION G				
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) <input type="checkbox"/> 41 U.S.C. 253(c)				23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified) SEE SECTION G				
24. ADMINISTERED BY (If other than Item 7) CODE				25. PAYMENT WILL BE MADE BY CODE				
				SEE SECTION G				
26. NAME OF CONTRACTING OFFICER (Type or print) CHERYL A. ANDERSON				27. UNITED STATES OF AMERICA <i>Cheryl Anderson</i> (Signature of Contracting Officer)		28. AWARD DATE 30 Sept 2002		

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

UNIVERSITY TREASURER RESOLUTION

Be it resolved that the Board of Trustees of Eastern Washington University (hereafter "EWU"), appoint Mary Voves, Vice President for Business and Finance, effective July 1, 1999, to act as Treasurer to EWU pursuant to RCW 28B.40.195, and charge her to fulfill the duties set forth in that statute and specifically, on behalf of EWU and its Board of Trustees, to exercise:

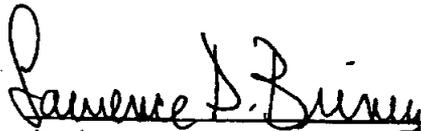
1. Signature authority for local and state bond issues;
2. Signature authority for EWU disbursements;
3. Signature authority for purchasing and acquisition of supplies, services and equipment; and
4. Certification authority for EWU financial records.

Dated this 25th day of June 1999.



Gordon E. Budke
Chair, EWU Board of Trustees

APPROVED TO FORM BY:



Lawrence D. Birney
Assistant Attorney General

Remittance address for Eastern Washington University:

Student Financial Services/Office of Grant and Research Development
Eastern Washington University
202 Sutton Hall
Cheney, WA 99004-2448

SECTION B Supplies or Services and Prices

SUPPLIES OR SERVICES AND PRICE/COSTS

NOTES:

1. In consideration of the performances of this undertaking, the contractor shall be paid for services ordered and accepted in accordance with the contract cause entitled "Payments". The total of delivery orders issued under the terms of this contract for the BASE year shall not exceed the total awarded amount (items 0001 through 0020) and the option years, if exercised, shall not exceed the total contract amount of items 0020 through 0038 and 0039 through 0057 over the life of the contract unless authorized by modifications.
2. The definition of RECOGNIZED REGIONAL EXPERT is a person who is recognized by his/her peers. Professionals having a high degree of expertise, knowledge and judgments concerning his/her discipline in the area of consideration. This person would have eminent credibility and his/her work would be known and respected. This person would likely have a doctorate degree and will have conducted a variety of studies and research and be published in appropriate professional journals. Recognition as expert by professional peers is essential. A Specialist shall have a minimum of five years experience and a Technical Aide shall be an undergraduate or graduate without experience working under the direct supervision of a specialist or higher.
3. Firms having more than one individual in a particular category may develop a composite rate, or a weighted average labor rate may be used instead. If more than one firm will provide services under a particular category, divide the total estimated hours for that category amongst the firms performing the work and provide one rate.
4. The contractor shall be compensated at the Section B rates herein, which shall include direct labor, salary overhead, general and administrative overhead and profit.
5. The total amount for each line item must be exact. DO NOT ROUND OFF.
6. The quantities indicated herein are only estimated quantities and may not be fully ordered.
7. Travel expenses by the contractor in delivery order performance involving airfare and per diem will be accomplished by invitational travel orders.
8. See Section M for evaluation factors for award.

LINE ITEMS 0001 THRU0019 ARE APPLICABLE ONLY TO THE BASE YEAR

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0001	ARCHAEOLOGISTS				
0001AA	Recognized Regional Expert	440	HR	\$45.44	\$19,993.60
0001AB	Experienced Specialist	620	HR	\$38.32	\$23,758.40
0001AC	Technical Aide	6,600	HR	29.78	\$196,548.00
0002	FAUNAL IDENTIFICATION SPECIALIST				
0002AA	Recognized Expert	150	HR	\$35.00	\$5,250.00
0002AB	Resident/Anadromous fish expert	30	HR	\$40.00	\$1,200.00
0002AC	Terrestrial fauna expert	1,280	HR	\$35.00	\$44,800.00
0002AD	Malacology expert	25	HR	\$35.00	\$875.00
0002AE	Avifauna expert	25	HR	\$35.00	\$875.00
0003	BOTANIC IDENTIFICATION EXPERT	40	HR	\$55.00	\$2,200.00
0004	LITHIC TECHNOLOGISTS:				
0004AA	Recognized regional expert	32	HR	\$57.46	\$1,838.72
0004AB	Stylistic analyst	50	HR	\$37.88	\$1,894.00
0004AC	Mineralogist	25	Per sample	\$100.00	\$2,500.00
0004AD	Obsidian identification expert	16	Per sample	\$30.00	\$480.00
0004AE	Obsidian hydration expert	25	Per sample	\$23.00	\$5,75.00
0005	LABORATORY/CURATION SPECIALIST	1,030	HR	\$37.88	\$39,016.40
0006	HISTORIAN	80	HR	\$53.02	\$4,241.60
0007	ORAL HISTORIAN	80	HR	\$53.02	\$4,241.60
0008	SOILS SPECIALIST	80	HR	\$57.46	\$28,730.00
0009	GEOCHRONOLOGISTS				
0009AA	Recognized regional/local expert	50	HR	\$57.46	\$2,873.00
0009AB	Tephrochronologist	10	Per Sample	\$250.00	\$2,500.00
0010	REMOTE SENSING SPECIALIST:				

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0010AA	Archaeological application expert	15	HR	\$50.00	\$750.00
0010AB	Photointerpretation expert	20	HR	\$50.00	\$1,000.00
0010AC	Proton magnetometry expert	25	HR	\$50.00	\$1,250.00
0010AD	Underwater specialist	25	HR	\$50.00	\$1,250.00
0011	BURIAL RELOCATION SPECIALIST:				
0011AA	Recognized regional/local expert	15	HR	\$57.46	\$861.90
0011AB	Physical anthropologist	10	HR	\$45.00	\$450.00
0012	ETHNOLOGIST	100	HR	\$50.00	\$500.00
0013	NW ETHNOLOINGUIST	90	HR	\$60.00	\$5,400.00
0014	CARTOGRAPHIC/GIS SPECIALIST	110	HR	\$45.30	\$4,983.00
0015	PRODUCTION SPECIALISTS				
0015AA	Field feature illustration expert	110	HR	\$39.45	\$4,339.50
0015AB	Artifact illustration expert	110	HR	\$39.45	\$4,339.50
0016	CLERICAL STAFF	140	HR	\$33.40	\$4,676.00
0017	VIDEO PRODUCTION SPECIALIST	50	HR	\$155.00	\$7,750.00
0018	TRAVEL/TRANSPORTATION EXPENSES:				
0018AA	Travel/transportation to abide by Joint Travel Regulations (JTR) rates and regulations. To be negotiated with each task order.				
0019	NON-PREPRICED ITEMS NOT LISTED	1	LT	Not to Exceed	\$25,000.00
	TOTAL OF BASE YEAR 1 LINE ITEMS 0001 THRU 0019				\$451,440.22

LINE ITEMS 0020 THRU 0038 ARE APPLICBLE ONLY TO THE OPTION YEAR 1

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0020	ARCHAEOLOGISTS				
0020AA	Recognized Regional Expert	440	HR	\$47.28	\$20,803.20
0020AB	Experienced Specialist	620	HR	\$39.88	\$24,725.60
0020AC	Technical Aide	6,600	HR	\$30.99	\$204,534.00
0021	FAUNAL IDENTIFICATION SPECIALIST				
0021AA	Recognized Expert	150	HR	\$36.42	\$5,463.00
0021AB	Resident/Anadromous fish expert	30	HR	\$41.62	\$1,248.60
0021AC	Terrestrial fauna expert	1,280	HR	\$36.42	\$46,617.60
0021AD	Malacology expert	25	HR	\$36.42	\$910.50
0021AE	Avifauna expert	25	HR	\$36.42	\$910.50
0022	BOTANIC IDENTIFICATION EXPERT	40	HR	\$57.23	\$2,289.20
0023	LITHIC TECHNOLOGISTS:				
0023AA	Recognized regional expert	32	HR	\$59.79	\$1,913.28
0023AB	Stylistic analyst	50	HR	\$39.42	\$1,971.00
0023AC	Mineralogist	25	Per sample	\$100.00	\$2,500.00
0023AD	Obsidian identification expert	16	Per sample	\$31.22	\$499.52
0023AE	Obsidian hydration expert	25	Per sample	\$23.00	\$5,75.00
0024	LABORATORY/CURATION SPECIALIST	1,030	HR	\$39.42	\$40,602.60
0025	HISTORIAN	80	HR	\$55.17	\$4,413.60
0026	ORAL HISTORIAN	80	HR	\$55.17	\$4,413.60
0027	SOILS SPECIALIST	80	HR	\$59.79	\$29,895.00
0028	GEOCHRONOLIGISTS				
0028AA	Recognized regional/local expert	50	HR	\$59.79	\$2,989.50
0028AB	Tephrochronologist	10	Per Sample	\$250.00	\$2,500.00
0029	REMOTE SENSING SPECIALIST:				

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0029AA	Archaeological application expert	15	HR	\$52.03	\$780.45
0029AB	Photointerpretation expert	20	HR	\$52.03	\$1,040.60
0029AC	Proton magnetometry expert	25	HR	\$52.03	\$1,300.75
0029AD	Underwater specialist	25	HR	\$52.03	\$1,300.75
0030	BURIAL RELOCATION SPECIALIST:				
0030AA	Recognized regional/local expert	15	HR	\$59.79	\$896.85
0030AB	Physical anthropologist	10	HR	\$46.83	\$468.30
0031	ETHNOLOGIST	100	HR	\$52.03	\$5,203.00
0032	NW ETHNOLOINGUIST	90	HR	\$62.43	\$5,618.70
0033	CARTOGRAPHIC/GIS SPECIALIST	110	HR	\$47.14	\$5,185.40
0034	PRODUCTION SPECIALISTS				
0034AA	Field feature illustration expert	110	HR	\$41.05	\$4,515.50
0034AB	Artifact illustration expert	110	HR	\$41.05	\$4,515.50
0035	CLERICAL STAFF	140	HR	\$34.76	\$4,866.40
0036	VIDEO PRODUCTION SPECIALIST	50	HR	\$161.29	\$8,064.50
0037	TRAVEL/TRANSPORTATION EXPENSES:				
0037AA	Travel/transportation to abide by Joint Travel Regulations (JTR) rates and regulations. To be negotiated with each task order.				
0038	NON-PREPRICED ITEMS NOT LISTED	1	LT	Not to Exceed	\$25,000.00
	TOTAL OF BASE YEAR 1 LINE ITEMS 0020 THRU 0038				\$468,532.00
	TOTAL OF BASE YEAR 1 LINE ITEMS 0001 THRU 0038				\$919,972.22

LINE ITEMS 0039 THRU 0057 ARE APPLICABLE ONLY TO THE OPTION YEAR 2

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0039	ARCHAEOLOGISTS				
0039AA	Recognized Regional Expert	440	HR	\$49.20	\$21,648.00
0039AB	Experienced Specialist	620	HR	\$41.50	\$25,730.00
0039AC	Technical Aide	6,600	HR	\$32.25	\$212,850.00
0040	FAUNAL IDENTIFICATION SPECIALIST				
0040AA	Recognized Expert	150	HR	\$37.90	\$5,685.00
0040AB	Resident/Anadromous fish expert	30	HR	\$43.31	\$1,299.30
0040AC	Terrestrial fauna expert	1,280	HR	\$37.90	\$48,512.00
0040AD	Malacology expert	25	HR	\$37.90	\$947.50
0040AE	Avifauna expert	25	HR	\$37.90	\$947.50
0041	BOTANIC IDENTIFICATION EXPERT	40	HR	\$59.55	\$2,382.00
0042	LITHIC TECHNOLOGISTS:				
0042AA	Recognized regional expert	32	HR	\$62.22	\$1,991.04
0042AB	Stylistic analyst	50	HR	\$41.02	\$2,051.00
0042AC	Mineralogist	25	Per sample	\$100.00	\$2,500.00
0042AD	Obsidian identification expert	16	Per sample	\$32.49	\$519.84
0042AE	Obsidian hydration expert	25	Per sample	\$23.00	\$575.00
0043	LABORATORY/CURATION SPECIALIST	1,030	HR	\$41.02	\$42,250.60
0044	HISTORIAN	80	HR	\$57.41	\$4,592.80
0045	ORAL HISTORIAN	80	HR	\$57.41	\$4,592.80
0046	SOILS SPECIALIST	80	HR	\$62.22	\$31,110.00
0047	GEOCHRONOLOGISTS				
0047AA	Recognized regional/local expert	50	HR	\$62.22	\$3,111.00
0047AB	Tephrochronologist	10	Per Sample	\$250.00	\$2,500.00

ITEM	DESCRIPTION	ESTIMATE QUANTITY	U/I	UNIT PRICE	AMOUNT
0048	REMOTE SENSING SPECIALIST:				
0048AA	Archaeological application expert	15	HR	\$54.14	\$812.10
0048AB	Photointerpretation expert	20	HR	\$54.14	\$1,082.80
0048AC	Proton magnetometry expert	25	HR	\$54.14	\$1,353.50
0048AD	Underwater specialist	25	HR	\$54.14	\$1,353.50
0049	BURIAL RELOCATION SPECIALIST:				
0049AA	Recognized regional/local expert	15	HR	\$62.22	\$933.30
0049AB	Physical anthropologist	10	HR	\$48.73	\$487.30
0050	ETHNOLOGIST	100	HR	\$54.14	\$5,414.00
0051	NW ETHNOLINGUIST	90	HR	\$64.96	\$5,846.40
0052	CARTOGRAPHIC/GIS SPECIALIST	110	HR	\$49.05	\$5,395.50
0053	PRODUCTION SPECIALISTS				
0053AA	Field feature illustration expert	110	HR	\$42.72	\$4,699.20
0053AB	Artifact illustration expert	110	HR	\$42.72	\$4,699.20
0054	CLERICAL STAFF	140	HR	\$36.17	\$5,063.80
0055	VIDEO PRODUCTION SPECIALIST	50	HR	\$167.84	\$8,392.00
0056	TRAVEL/TRANSPORTATION EXPENSES:				
0056AA	Travel/transportation to abide by Joint Travel Regulations (JTR) rates and regulations. To be negotiated with each task order.				
0057	NON-PREPRICED ITEMS NOT LISTED	1	LT	Not to Exceed	\$25,000.00
	TOTAL OF BASE YEAR 2 LINE ITEMS 0039 THRU 0057				\$486,327.98
	TOTAL OF ALL LINE ITEMS 0001 THRU 0057				\$1,406,300.20

SMALL, SMALL DISADVANTAGED AND WOMEN-OWNED
SMALL BUSINESS SUBCONTRACTING PLAN

DATE: June 24, 2002

CONTRACTOR: Archaeological and Historical Services (AHS), Eastern Washington University (EWU)
ADDRESS: 201 Isle Hall, Cheney, WA 99004-2420
PHONE NO: (509) 359-2239

PROJECT TITLE: Miscellaneous Cultural Resources Studies in Washington, Oregon, Idaho, and Montana
SOLICITATION NO: RFP No. DACW67-02-R-0024

1. In accordance with the contract clauses at 52.219-8 and 52.219-9, Archaeological and Historical Services submits the following Subcontracting Plan for Small Business, HUBZone Small Business, Small Disadvantaged Business, Women-owned Business, and Veteran-owned Business Concerns.

2. Corresponding dollar values for percentages cited in para. 3 for the base period only:

- a. Total contract amount is \$ 1,406,300.20
- b. Total dollars planned to be subcontracted: \$ 281,260.04
- c. Total dollars planned to be subcontracted to small business concerns: \$ 210,945.03
- d. Total dollars planned to be subcontracted to HUBZone small business: \$ 33,751.20
- e. Total dollars planned to be subcontracted to small disadvantaged business concerns: \$ 11,250.40
- f. Total dollars planned to be subcontracted to small woman-owned business concerns: \$ 16,875.60
- g. Total dollars planned to be subcontracted to veteran-owned small business concerns \$ 28,126.00

Included in this amount are subcontracting opportunities for service-disabled veteran-owned small business concerns.

3. The following percentage goals are applicable to the contract awarded under the solicitation cited above.

a. Small Business Concerns: 75 % of total planned subcontracting dollars under this contract will go to subcontractors who are small business concerns including 3c through 3e.

b. Small HUBZone Business Concerns: 12 % of total planned subcontracting dollars under this contract will go to subcontractors who are HUBZone small business contractors.

c. Small Disadvantaged Business Concerns: 4 % of total planned subcontracting dollars under this contract will go to subcontractors who are small disadvantaged individuals.

d. Small Woman Owned Business Concerns: 6 % of total planned subcontracting dollars under this contract will go to subcontractors who are small woman-owned businesses.

e. Veteran-owned small business concerns: 10 % of total planned subcontracting dollars under this contract will go to subcontractors who are veteran-owned small businesses and/or service-disabled veteran-owned small business concerns.

The principal items or areas we will subcontract under this contract are:

All kinds of specialized laboratory analysis; photographic processing and supplies; archival paper supplies; office supplies; excavation equipment rental; vehicle rental; vehicle service and gas; lodging; surveying equipment; consultation, archaeological survey, computer services, copying and binding.

a. Of the items or areas stated in 4; the following are planned to be subcontracted to Small Businesses:

Chromostat, Inc. - Photographic processing
Washington One Hour Photo and Digital - Photographic processing
R & R Custom Colorlab, Inc. - Polaroid film, digital processing
Abadan Reprographics - Color reproduction
Native American Tribal Entities - Consultation and survey
Botana Labs - Macrobotanical analysis
FAYTEC - Petrographic services
V. Butler - Fish bone analysis
Flume Creek - Archaeological survey
Jarms True Value Hardware Hardware supplies
Wirsche Custom Photo Lab - Photographic processing
J.A. Gendron Co., Inc - Survey equipment and supplies
TAPHOS - Terrestrial fauna analysis
M. Folsom - Photointerpreter
D. Osterman - Ethnolinguist
J. Dorwin - Underwater specialist
Beta Analytic - Carbon dating
R. Hughes - Obsidian sourcing
Camera Care - Camera repair
L. Gibby - Video production
F. Nials - Geoarchaeology

b. Of the items or areas stated in 4.a; the following are planned to be subcontracted to HUBZone small business concerns:

Chromostat, Inc. - Photographic processing
Washington One Hour Photo and Digital - Photographic processing
R & R Custom Colorlab, Inc. - Polaroid film, digital processing
Abadan Reprographics - Color reproduction

c. Of the items or areas stated in 4.a; the following are planned to be subcontracted to Small Disadvantaged Businesses:

Native American Tribal Entities - Consultation and survey

d. Of the items or areas stated in 4.a; the following are planned to be subcontracted to Small Women-Owned Businesses:

Botana Labs - Macrobotanical analysis
FAYTEC - Petrographic services
V. Butler - Fish bone analysis
Flume Creek - Archaeological survey

e. Of the items or areas stated in 4.a; the following are planned to be subcontracted to Veteran-owned Small Businesses and/or service-disabled veteran-owned small business concerns:

Jarms True Value Hardware Hardware supplies
Wirsche Custom Photo Lab - Photographic processing
J.A. Gendron Co., Inc - Survey equipment and supplies

Provide a description of the method your firm used to develop the subcontracting goals in paragraph 3:

The subcontracting goals identified by AHS are based on the following: 1) past subcontracting experience under a 1993-1996 contract with the COE; 2) the range of possible small business vendors identified and used by AHS on an ongoing basis given the specialized services required under this solicitation; and 3) current Eastern Washington University purchasing and subcontracting practices and supplier relationships. The University, and thus AHS, has several procedures to buy equipment, goods, and services that are necessary for the fulfillment of work obligations under a contract with the COE. The subcontract goals incorporate employing different methods depending on what is being bought, who the products or services are bought from, and the estimated cost of the product or services. While subcontracts over \$5,000 generally must go out for bid under university policy, an exception is made if the terms of a contract awarded to the university specify or necessitate using a particular vendor or kind of vendor such as is required under this subcontracting plan. Consequently, sole source subcontracts will be executed with vendors that provide the specialized services required by the COE under this proposal that cannot be provided directly through AHS and the University. As part of its subcontracting goals, AHS also will make every effort to use small businesses including those identified in this plan for general purchases such as hardware and other expendable materials, photographic services, and motel facilities, among other items. As a state-supported institution of higher education, EWU & AHS has access to the Washington State Office of Minority and Women Owned Business Enterprises (OMWBE) whose mission it is to assist small businesses in obtaining contracts from state agencies. The OMWBE maintains an online database of certified women, minority, and disadvantaged firms that will be reviewed and, as appropriate, used to identify businesses from which to purchase competitively-priced materials and supplies required for meeting the terms of the COE contract.

6. Indirect costs were (XX) were not () used in establishing subcontracting goals. **If indirect costs are included in your goals, furnish a description of the method used to determine the proportionate share of indirect costs to be incurred with (i) small business concerns (ii) HUBZone small business concerns (iii) small disadvantaged business concerns (iv) women-owned and (v) Veteran-owned small business concerns**

7. The following individual will administer AHS/EWU Subcontracting Program:

Name: Ruth A. Galm Job Title: Assistant Vice President for Grant and Research Development
Address and Telephone Number: 210 Showalter Hall, Cheney, WA 99004-2444

This individual's specific duties with regard to the conduct of our firm's Subcontracting Plan will include, but will not be limited to, the following:

a. Developing and maintaining bidders lists of small business, HUBZone small business, small disadvantaged business and women-owned small business concerns using sources such as the Small Business Administration's ProNet (<http://p-o-net.sba.gov/>) Washington State Office of Minority and Women-owned Business Enterprises (<http://www.wsdot.wa.gov/omwbe/>) Minority Business Development Agency, US Department of Commerce, Local Minority Business Development Centers, Economic Development Centers, and National Center for American Indian Enterprise Development.

b. Assuring the inclusion of small business, HUBZone small business, small disadvantaged, women-owned small business, and veteran owned small business concerns in all solicitations for products or services which they are capable of providing; and ensuring that all solicitations are structured to permit the maximum possible participation by small, small disadvantaged and women-owned small business concerns.

c. Establishing and maintaining records of all solicitations and subcontract awards to ensure that the members of the firm who review bidders proposals documents their reasons for selecting or not selecting a bid submitted by a small business, HUBZone small business, small disadvantaged business, women-owned small business or veteran-owned small business concern, and monitoring the firm's progress towards achievement of its percentage goals.

d. Preparing and submitting the Subcontracting Report for Individual Contracts (SF 294) and the Summary Subcontract Report (SF 295) in accordance with instructions provided, and coordinating and preparing for all compliance reviews by Federal agencies.

e. Attendance at DOD sponsored training programs in order to develop guidance and training to firm personnel on the policy of the federal government to aid, assist, and counsel small business under this and other government contracts.

f. Conducting or arranging for all other activities necessary to further the intent and attainment of the goals in the Plan to include motivational training of the firm's purchasing personnel, attendance at workshops, seminars and trade fairs conducted by or on behalf of small business, HUBZone small business, and/or small disadvantaged and/or women-owned small business and/or Veteran-owned small business concerns; and general cooperation with members of the small, small disadvantaged, small women-owned, and veteran owned small business concerns or their representatives.

8. The following steps will be taken to ensure that small business, small HUBZone small business, small disadvantaged business, women-owned small business, and veteran-owned small business concerns receive notice of and have an equitable opportunity to compete for intended awards of subcontracts and/or purchase orders for the products and/or services describe in paragraph 4 above:

a. Sources will be requested through SBA's ProNet system, business development organizations, minority and small business trade associations and at small, minority, veteran small business and women-owned small business procurement conferences; sources will be contacted; and bidding materials will be provided to all responding parties expressing an interest.

b. Internally, motivational training will be conducted to guide and encourage purchasing personnel; source lists and guides to small business, HUBZone small business, small disadvantaged, women-owned small business, and veteran-owned small business concerns will be maintained and utilized by purchasing personnel while soliciting subcontracts and purchase orders; activities will be monitored to ensure sufficient time is allowed for interested bidders to prepare their proposals and to evaluate continuing compliance with the Subcontracting Plan.

9. AHS/EWU agrees that the clause entitled "Utilization of Small Business Concerns" (Oct 2000) will be included in all subcontracts that offer further subcontracting opportunities. All subcontractors, except small business concerns, who receive subcontracts in excess of \$500,000 (\$ 1,000,000 in the case of construction) will be required to adopt a subcontracting plan that complies with the requirements of this clause. Such plans will be reviewed to assure that all minimum requirements of an acceptable subcontracting plan have been satisfied.

The acceptability of percentage goals shall be determined on a case-by-case basis depending on the supplies/services involved, the availability of potential small business, HUBZone small business, small disadvantaged, women-owned and veteran-owned subcontractors, and prior experience. Once approved and implemented, plans will be monitored through the submission of periodic reports and, as time and availability of funds permit, periodic visits to subcontractors facilities to review applicable records and subcontracting program progress.

10. AHS/EWU agrees to submit such periodic reports and cooperate in any studies or surveys as may be required by the Contracting agency or Small Business Administration in order to determine the extent of compliance by the offeror with the subcontracting plan and with the clause entitled "Utilization of Small Business Concerns" contained in the contract.

11. AHS/EWU agrees to maintain at least the following types of records to document compliance with the Subcontracting Plan:

a. The names of all organizations, agencies, and associations contacted for small business, HUBZone small business, small disadvantaged, women-owned small business sources, and veteran-owned small business along with records of attendance at conferences, seminars and trade fairs where additional sources were developed.

b. Source lists, guides, and other data identifying small business, HUBZone small business, small disadvantaged, women-owned and veteran-owned small business subcontractors and vendors.

c. Records on all subcontract solicitations resulting in an award of more than \$100,000 on a contract-by-contract basis, indicating (1) whether small business concerns were solicited, and if not, why not; (2) whether HUBZone small business were solicited, and if not, why not; (3) whether small disadvantaged business concerns were solicited, and if not, why not; (4) whether small women-owned business concerns were solicited, and if not, why not; (5) whether veteran-owned small business concerns were solicited, and if not, why not; and (6) reasons for the failure of solicited small, small disadvantaged, small women-owned and veteran-owned small business concerns to receive a subcontract award.

d. Records of all subcontract award data to include subcontractor's name and address, to be kept on a contract-by-contract basis.

e. Minutes of internal motivational and training meetings held for the guidance and encouragement of purchasing personnel, and records of all monitoring activities performed for compliance evaluation.

f. Copies of SF 294 and SF 295 showing date and place of filing and copies of all other reports or results of reviews conducted by the contracting agency or other interested agencies of the Federal government to monitor our compliance with this Subcontracting Plan.

12. AHS/EWU will submit a SF 295, Summary Subcontract Report, on Corps of Engineers projects only. The SF 295 shall be completed and distributed in accordance with the Corps of Engineers Supplemental Instructions. AHS/EWU will not report Corps of Engineers projects through any other Agency unless authorized by the Contracting Officer.

13. In closing, AHS/EWU states that it will be the policy of AHS/EWU to afford every practicable opportunity for small business, HUBZone small business, small disadvantaged business, small women-owned and veteran-owned small business concerns to participate in contracts awarded to AHS/EWU by the Federal Government, to ensure that equitable opportunity is provided to small business, HUBZone small business, small disadvantaged business, women-owned and veteran-owned small business concerns to compete for award of subcontracts and purchase orders, and to diligently pursue the achievement of our goals of participation by small business, HUBZone small business, small disadvantaged business, women-owned and veteran-owned small businesses in the dollars available for subcontract/purchase order awards under this contract.

BY: Ruth A. Galm
Signature and Title: Ruth A. Galm, Assistant Vice President for Grant and Research Development

Date: 6/25/02

	Dollars	Percentage
1. Optional Yr <u> </u> base <u> </u> total:	\$ <u>451,440.22</u>	<u> </u>
2. Total to be subcontracted to all types of businesses	\$ <u>90,288.04</u>	<u>20%</u>
a. Subcontracted to Small Business (including b, c, d, and e below):	\$ <u>67,716.03</u>	<u>75%</u>
b. Subcontracted to HUBZone Small Businesses:	\$ <u>10,834.56</u>	<u>12%</u>
c. Subcontracted to Small Disadvantaged Businesses:	\$ <u>3,611.52</u>	<u>4%</u>
d. Subcontracted to Women Owned Small Businesses:	\$ <u>5,417.28</u>	<u>6%</u>
e. Subcontracted to Veteran-owned Small Business:	\$ <u>9,028.80</u>	<u>10%</u>

	Dollars	Percentage
1. Optional Yr <u> 1 </u> total:	\$ <u>468,532.00</u>	<u> </u>
2. Total to be subcontracted to all types of businesses	\$ <u>93,706.40</u>	<u>20%</u>
a. Subcontracted to Small Business (including b, c, d, and e below):	\$ <u>70,279.80</u>	<u>75%</u>
b. Subcontracted to HUBZone Small Businesses:	\$ <u>11,244.76</u>	<u>12%</u>
c. Subcontracted to Small Disadvantaged Businesses:	\$ <u>3,748.25</u>	<u>4%</u>
d. Subcontracted to Women Owned Small Businesses:	\$ <u>5,622.38</u>	<u>6%</u>
e. Subcontracted to Veteran-owned Small Business:	\$ <u>9,370.64</u>	<u>10%</u>

	Dollars	Percentage
1. Optional Yr <u>2</u> total:	\$ <u>486,327.98</u>	<u> </u>
2. Total to be subcontracted to all types of businesses	\$ <u>97,265.59</u>	<u>20%</u>
a. Subcontracted to Small Business (including b, c, d, and e below):	\$ <u>72,999.19</u>	<u>75%</u>
b. Subcontracted to HUBZone Small Businesses:	\$ <u>11,671.87</u>	<u>12%</u>
c. Subcontracted to Small Disadvantaged Businesses:	\$ <u>3,890.62</u>	<u>4%</u>
d. Subcontracted to Women Owned Small Businesses:	\$ <u>5,835.93</u>	<u>6%</u>
e. Subcontracted to Veteran-owned Small Business:	\$ <u>9,726.55</u>	<u>10%</u>