

AWARD/CONTRACT		1 THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 56
2 CONTRACT (Proc. Inst. Ident.) NO AID-GHN-I-00-09-00013/AID-OAA-TO-14-00035		3 EFFECTIVE DATE See Block 20C	4 REQUISITION/PURCHASE REQUEST/PROJECT NO. REQ-GH-14-000057		
5 ISSUED BY U.S. Agency for Intl Development Office of Acquisition & Assistance 1300 Pennsylvania Ave, NW SA-44; Rm 549-M Washington DC 20523-7101	CODE M/OAA/GH	6 ADMINISTERED BY (If other than Item 5) Not Applicable		CODE N/A	

7 NAME AND ADDRESS OF CONTRACTOR (No., Street, City, Country, State and ZIP Code) ABT ASSOCIATES INC. 4550 MONTGOMERY AVE STE 800N BETHESDA MD 20814-3460		8 DELIVERY <input type="checkbox"/> FOB ORIGIN <input checked="" type="checkbox"/> OTHER (See below)
		9 DISCOUNT FOR PROMPT PAYMENT
		10 SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN
CODE		FACILITY CODE

11 SHIP TO/MARK FOR RRB USAID 1300 Pennsylvania Ave, NW Washington, DC 20523-7101	CODE WASHINGTON RRB	12 PAYMENT WILL BE MADE BY U.S. Agency for Intl Development Office of Financial Management M/FM/CMP 1300 Pennsylvania Ave, NW Washington DC 20523-7101	CODE M/CFO
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13. 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) ()		14 ACCOUNTING AND APPROPRIATION DATA			
15A. ITEM NO	15B. SUPPLIES/SERVICES	15C. QUANTITY	15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
Continued					

15G. TOTAL AMOUNT OF CONTRACT **\$268,624,768.00**

(X)	SEC	DESCRIPTION	PAGE(S)	(X)	SEC	DESCRIPTION	PAGE(S)
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES			
	A	SOLICITATION/CONTRACT FORM			I	CONTRACT CLAUSES	
	B	SUPPLIES OR SERVICES AND PRICES/COSTS		PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.			
	C	DESCRIPTION/SPECS./WORK STATEMENT			J	LIST OF ATTACHMENTS	
	D	PACKAGING AND MARKING		PART IV - REPRESENTATIONS AND INSTRUCTIONS			
	E	INSPECTION AND ACCEPTANCE			K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
	F	DELIVERIES OR PERFORMANCE			L	INSTRS., CONDS., AND NOTICES TO OFFERORS	
	G	CONTRACT ADMINISTRATION DATA			M	EVALUATION FACTORS FOR AWARD	
	H	SPECIAL CONTRACT REQUIREMENTS					

CONTRACTING OFFICER WILL COMPLETE ITEM 17 (SEALED-BID OR NEGOTIATED PROCUREMENT) OR 18 (SEALED-BID PROCUREMENT) AS APPLICABLE

17 <input checked="" type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return <u>1</u> copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein)	18 <input type="checkbox"/> SEALED-BID AWARD (Contractor is not required to sign this document.) Your bid on Solicitation Number _____ including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your bid, and (b) this award/contract. No further contractual document is necessary. (Block 18 should be checked only when awarding a sealed-bid contract.)
19A NAME AND TITLE OF SIGNER (Type or print) Melissa B. Ashcraft, Vice President, Contract Operations	20A NAME OF CONTRACTING OFFICER Dwight Stephens

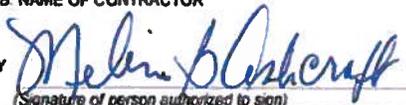
19B. NAME OF CONTRACTOR	19C. DATE SIGNED 9/25/14	20B. UNITED STATES OF AMERICA	20C. DATE SIGNED 9/26/14
BY  (Signature of person authorized to sign)		BY  (Signature of the Contracting Officer)	

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B.4 PAYMENT

The paying office is indicated in Section G of this Task Order.

END OF SECTION B

SECTION C – DESCRIPTION / SPECIFICATIONS / STATEMENT OF WORK**Indoors Residual Spraying 2 (IRS 2)****Task Order 6****C.1 BACKGROUND AND RATIONALE**

(a) Malaria prevention and control is a major foreign assistance objective of the U.S. Government (USG). In May 2009, President Barack Obama announced the Global Health Initiative (GHI), a six-year, comprehensive effort to reduce the burden of disease and promote healthy communities and families around the world. The President's Malaria Initiative (PMI) is a core component of the GHI, along with HIV/AIDS and tuberculosis. PMI was launched in June 2005 as a 5-year, \$1.2 billion initiative to rapidly scale up malaria prevention and treatment interventions and reduce malaria-related mortality by 50% in 15 high-burden countries in sub-Saharan Africa. PMI is an interagency initiative led by the U.S. Agency for International Development (USAID) and implemented together with the Centers for Disease Control and Prevention (CDC) of the Department of Health and Human Services (HHS).

With passage of the 2008 Lantos-Hyde Act, funding for PMI has now been extended through FY 2014¹ and, as part of the GHI, the goal of the PMI has been adjusted to reduce malaria-related mortality by 70% in the original 15 countries by the end of 2015. In addition, PMI has expanded to include large areas of Nigeria and the Democratic Republic of Congo, and pending Congressional Appropriations, could expand by an additional five countries over the next four years. The goal of the PMI in these new countries is to reduce malaria-related mortality by 50% by the end of 2015. These goals will be achieved by reaching 85% of the most vulnerable groups – children under five years of age and pregnant women – with proven preventive and therapeutic interventions, including artemisinin-based combination therapies (ACTs), prevention with insecticide-treated nets (ITNs), intermittent preventive treatment for pregnant women (IPTp), and indoor residual spraying (IRS).

PMI, in partnership with National Malaria Control Programs (NMCPs) and in support of country level strategic plans, has significantly scaled up provision of technical, managerial, and commodity support for IRS campaigns. In the first year of PMI (2006), over two million people were protected by IRS in three countries (Angola, Uganda, and Tanzania), while in the seventh year of PMI (2012), over 30 million people were protected by IRS in 16 countries. In 2013, PMI is supporting IRS programs in all fifteen original PMI countries.

(b) PMI is committed to continuing its support of NMCPs in achieving high coverage levels of high-quality IRS, to ensure that malaria transmission levels are knocked down and kept down.

PMI is also committed to further expanding the capacity of NMCPs to plan, execute, and monitor IRS programs, as well as contributing to the global policy dialogue and technical advancements related to IRS. Finally, PMI is committed to continuing to protect vulnerable groups from malaria. Women and children are particularly at risk for malaria, and approximately 30 million pregnant women are at risk for malaria in Sub-Saharan Africa. Malaria can cause a host of complications during pregnancy; malaria in pregnancy results in approximately 25,000 maternal deaths and 100,000 childhood deaths in sub-Saharan Africa alone.

C.2 PURPOSE

(a) Purpose: The purpose of this Task Order is to support PMI, as well as USAID Missions and Bureaus with malaria programs outside PMI countries, in planning and implementing IRS programs with the overall goal of reducing the burden of malaria in Africa. This Task Order will enhance USAID's ability to implement IRS programs on the ground through cost-effective commodities procurement and logistics systems, access to technical expertise, and implementation of IRS in countries affected by malaria.

(b) Components: The five main components of this Task Order, plus one crosscutting component, are as follows:

Component 1: Establish cost-effective supply chain mechanisms including procurement, distribution and storage of IRS-related commodities and execute all aspects of logistical plans for IRS-related activities.

Component 2: Implement safe and high-quality IRS programs and provide operational management support (i.e., field supervision, operations planning, and day-to-day implementation management) and expert short- and long-term technical and administrative assistance, primarily in the PMI focus countries, but also in other countries where USAID supports malaria programs (specified annually by USAID).

Component 3: Provide on-going monitoring and evaluation for activities and ensure quality control measures for commodities, operations, and monitoring are established and/or refined and implemented.

Component 4: Contribute to global IRS policy-setting and country-level policy development of evidence-based IRS and disseminate experiences and best practices.

Component 5: Contribute to the collection and analysis of routine entomological and epidemiological data, in order to effectively monitor and promote evidence-based vector control interventions, including PMI or USAID-directed research and the piloting of relevant, novel

tools/technologies.

Component 6 (Cross-Cutting): Strengthen the capacity of NMCPs, health personnel, and other relevant institutions in the managerial, technical, supervisory, and evaluative functions of IRS (Components 1-3) by engaging, training, and supervising personnel at the central, provincial, and district levels. In addition, ensure that planning, and implementation of IRS includes sufficient attention to gender considerations and that IRS continues to protect women and children of targeted communities from malaria.

C.3 SCOPE OF WORK

(a) General

The Contractor under this Task Order shall provide IRS related malaria vector control services to the USAID/Washington Global Health Bureau and other USAID Bureaus, Missions, and operating units as specified in C.3(c). The Contractor shall provide, as requested by the COR or USAID Missions and other operating units, IRS related commodities procurement and logistical services; planning, organization, management, and implementation of IRS programs; USAID Mission requested host-country environmental impact assessments and compliance and monitoring assessments (including entomological and epidemiological data collection; as needed); organization of skills training and provision of ongoing supervision; long- and short-term technical assistance; and advisory and monitoring services to host country institutions (both governmental and non-governmental) to implement effective IRS programs.

(b) Contractors Roles

The Contractor under this Task Order will work in collaboration with NMCPs and other stakeholders to design, implement, and technically assist in indoor residual spraying programs.

(c) Description of Functional Activities and Tasks

USAID anticipates a need for IRS projects in up to twenty (20) PMI and non-PMI focus countries (see Attachment 1). In each of the countries, the number of targeted structures to spray per country will range from 40,000 structures to 1,500,000 structures each spray round. The Contractor shall be prepared to implement IRS programs in multiple countries simultaneously within four (4) months after award of contract, and provide technical support to countries on short notice. Attachment 1 contains a list of countries where PMI is currently implementing IRS activities and a schedule of spray campaigns to maximize protection from IRS. The Contractor will not be expected to assume responsibility for all of the countries listed in Attachment 1 immediately. The COR will manage the transition of countries from IRS2 TO4 to this new contract taking into account remaining country pipelines and country spray season schedules. Contractor performance shall be evaluated against the measures of performance established in this task order (see Section F) and targets established in annual country-level work plans.

The Contractor for this task order will support IRS programs, including the following six (6) components:

Component 1: Establish cost-effective supply chain mechanisms including procurement, distribution and storage of IRS-related commodities and execute all aspects of logistical plans for IRS-related activities.

Illustrative tasks may include, but are not limited to:

- a. Procure IRS-related commodities, such as sprayers, insecticides and protective equipment, develop supply chain mechanisms that promote cost-effectiveness, timely receipt, safe transport and storage, in compliance with host country national policies, WHO guidelines and the best locally available technical information. This could include utilization of small business for procurement of locally available supplies as a cost-saving measure, if appropriate. Commodities will be managed using best practices to reduce environmental risk through transport, storage and spill cleanup.
- b. Conduct assessments of inventory management, warehouse capacity, management information, and distribution systems to identify strategies for improvement of existing infrastructure that could be utilized for cost savings. These could include recommending decentralized storage facilities, feasible computerized approaches, or private sector partnerships based on local conditions.
- c. Ensure that procurement, inventory management and logistics systems and documentation surrounding insecticide management include adequate safeguards to prevent pilferage (“leakage”) of insecticides to non-IRS uses and minimize potential for pesticide expiration.
- d. Ensure that other operational and financial program elements, such as daily allowances to spray personnel and management of customs clearance, etc. are handled in a timely manner, to eliminate delays in IRS campaigns.

Component 2: Implement safe and high-quality IRS programs and provide operational management support (i.e. field supervision, operations planning, and day-to-day implementation management) and expert short- and long-term technical and administrative assistance, primarily in the PMI focus countries but also in other countries where USAID supports malaria programs (specified annually by USAID).

Illustrative tasks may include, but are not limited to:

- a. Design and refine effective IRS programs in collaboration with host country NMCPs and other local partners. This includes selection of cost-effective, appropriate insecticides, timely application of insecticides to maximize protection during transmission seasons, and establishment of efficient and effective spray teams.
- b. Spray targeted structures according to technical specifications provided by the WHO and those developed in partnership with PMI and other donor organizations. PMI and USAID, in collaboration with NMCPs, determine districts/regions to be sprayed and record such information in malaria operational plans.
- c. Provide state-of-the-art technical leadership and assistance through expert consultancies and training to host governments and/or non-governmental implementing partners on IRS planning and implementation and ways to improve effectiveness of IRS programs, applying best practices as defined by WHO guidelines, the PMI Best Management Practices Manual and the USAID Supplemental Environmental Assessment (SEA) for the IRS activity in each country, and lessons learned from other countries. Such technical and administrative assistance should, to every extent possible, maximize the use of the growing cadre of IRS and vector control experts that have been trained over the past eight years.
- d. Customize technical consultations and program support to meet evolving country needs at varying stages of IRS implementation, including transition to more sustainable IRS programs.
- e. Directly implement or support local partners and/or existing community based platforms in implementing mobilization activities at multiple levels as appropriate. Such activities shall include door to- door community mobilization, mass media, and/or other tools as appropriate to ensure that households are willing and available to open their houses to spray operators, and engagement with district and local leadership for support of IRS. Mobilization activities could include community based small enterprise and local organizations. Disseminate, develop or adapt, as necessary, IRS-specific malaria prevention informational materials.
- f. Ensure compliance with all USG environmental regulations, including preparation of environmental assessments in accordance with 22 CFR 216 or amending existing environmental assessments to respond to new conditions. Details on USAID environmental review procedures (22 CFR 216) and the Programmatic Environmental Assessment for Integrated Vector Management Programs for Malaria Control (PEA for IVM), updated in September 2012, as well as other related guidance documents can be found at <http://www.pmi.gov/how-we-work/technical-areas/indoor-residual-spraying> and http://www.usaid.gov/our_work/environment/compliance. Supplemental Environmental Assessments reference the Programmatic Environmental Assessment for Integrated Vector

Management which provides overarching policy and regulatory frameworks, risk assessments for all twelve (12) WHO recommended insecticides for IRS, and general mitigation measures.

g. Ensure that all activities adhere to safer action plans for insecticide use, outlined in country-level Supplemental Environmental Assessments (SEAs). Develop updated SEA or letter report documents to address the evolving insecticide selection in each country (see Section F for additional details). Conduct routine environmental compliance monitoring according to an approved monitoring plan and document observations and corrective actions in annual environmental monitoring reports prepared for the COR and Bureau Environmental Officer review.

h. Collaborate with Ministries of the Environment and Agriculture, local non-governmental organizations, and other implementing partners in the monitoring of IRS operations.

Component 3: Provide on-going monitoring and evaluation for activities and ensure quality control measures for commodities, operations, and monitoring are established and/or refined and implemented.

Illustrative tasks may include, but are not limited to:

a. Establish and maintain sufficient Quality Assurance/Quality Control measures throughout the project to ensure the quality, safety, and efficacy of IRS. Ensure that such measures are systematized and timely to allow correction of deficiencies. Encourage harmonization between stakeholders (NMCPs, donors, etc.) of such measures within each country's IRS program.

b. Conduct performance monitoring and reporting of the program's adherence to WHO's IRS technical standards (available at <http://www.who.int/malaria/publications/atoz/9789241505123/en/>), the quality of training and ongoing supervision, the efficiency and reliability of procurement activities, and compliance with environmental procedures.

c. When needed, provide technical assistance (TA) to local institutions, host-country government personnel, and other partners to ensure quality of entomological monitoring activities (see Section C.4 for entomology-specific M&E indicators), and coordinate the analysis and interpretation of such indicators with PMI.

Component 4: Contribute to global IRS policy – setting and country – level policy development of evidence – based IRS and disseminate experiences and best practices.

Illustrative tasks may include, but are not limited to:

- a. Assist PMI and technical and normative organizations (e.g., World Health Organization, Roll Back Malaria Partnership working groups, etc.) with development of guidelines, policy input, and documentation of best practices on IRS operations and IRS in the context of vector control management.
- b. Collaborate with host country governments to refine IRS policy and implementation guidelines (e.g., stand-alone policies or IRS portions of five-year national malaria control strategies).
- c. As determined with PMI, disseminate M&E data, innovations and other appropriate data or lessons learned to other partners or international institutions for global reporting (e.g., disseminating entomological data to the African Network for Vector Resistance and IRS coverage data to the World Health Organization).
- d. Provide technical input to PMI in identification of priorities for the global research agenda related to IRS.

Component 5: Contribute to the collection and analysis of routine entomological and epidemiological data, in order to effectively monitor and promote evidence-based vector control interventions, including PMI or USAID-directed research and the piloting of relevant, novel tools/technologies.

Illustrative tasks may include, but are not limited to:

- a. Support routine entomological monitoring activities to inform vector control activities, including procurement of entomological supplies, training support, and implementing insecticide resistance management strategies.
- b. Periodic epidemiological data collection and analysis in malarious areas to monitor and inform vector control activities (e.g. facility-level assessments to monitor the impact of IRS on malaria illness and severe anemia).
- c. As determined with PMI, provide entomological support to gather evidence for new vector control interventions (e.g., conduct field hut trials to evaluate new formulations of insecticides for IRS).

Activities could involve local educational institutions or small enterprise involved in the health or vector control domain.

- d. As directed by PMI, support the piloting of innovative tools and technologies to enhance aspects of vector control and document and disseminate lessons learned.

Component 6 (Cross-Cutting): Strengthen the capacity of NMCPs, health personnel and other relevant institutions in the managerial, technical, supervisory, and evaluative functions of IRS (Components 1-3) by engaging, training, and supervising personnel at the

central, provincial, district, and community levels. In addition, ensure that planning and implementation of IRS includes attention to gender considerations and that IRS continues to protect women and children of targeted communities from malaria.

Illustrative tasks may include, but are not limited to:

- a. Increase technical skills and capability among host country NMCP staff and health personnel (at the national, provincial, district, and community level) and other relevant institutions through short- and long-term technical assistance. Both women and men should be included, with strong encouragement to facilitate women in leadership roles. Provide training and supportive supervision, as required, to support IRS planning, implementation, and evaluation, in accordance with WHO guidelines.
- b. Participate in and provide technical feedback to country-level IRS expert/coordinating/steering committees, or equivalent bodies. If such a group does not exist at the country-level, collaborate with PMI and NMCP leadership to spearhead and maintain such a committee.
- c. Design and implement knowledge transfer to the NMCP and/or local institutions identified by the NMCP as responsible for future implementation of IRS activities.
- d. Develop concrete phase out plans that describe how and when activities and management of the projects will be transferred to local partners, and how these activities and progress will be tracked.
- e. Utilize available and active women's networks and organizations in the planning and implementation of IRS (e.g., ensuring that women are central in planning and implementing community mobilization activities). If women's groups do not exist, encourage the development of women's groups with local partners. When women and women's groups are engaged, ensure that their well-being is safeguarded (e.g., protecting pregnant women from exposure to insecticides, and ensuring pregnancy is not grounds for termination of IRS employment).

C.4 MONITORING AND EVALUATION PLAN

Contractors should plan, implement and document a monitoring and evaluation component, which will establish the effectiveness of the activity in operational, entomological, and epidemiological terms. Additionally, the contractor will prepare a concise environmental mitigation and monitoring plan (EMMP) and an annual environmental mitigation and monitoring report using information from the mid-year and end-of-year spray reports to document the effectiveness of the environmental management of the IRS activities. The environmental mitigation and monitoring report (EMMR) will track environmental mitigations and safeguard

practices and evaluate the implementation of measures; the effectiveness; and corrective actions, if needed. Attachment 2 contains definitions for the M&E indicators.

The following minimum indicators must be included in the Contractor's Monitoring and Evaluation Plan:

Operational indicators:

- Number of people residing in structures sprayed (people protected by IRS, disaggregated by gender, and children under five)
- Number of people trained in IRS implementation (disaggregated by cadre and gender)
- Number of structures targeted for spraying
- Number of structures sprayed
- Percentage of structures targeted for spraying that were sprayed
- Capacity of local, regional, and/or national governments to conduct various aspects of the IRS program

Entomological indicators:

- Susceptibility of local vectors to candidate insecticides, at least once annually, and if resistance is present, determination of resistance mechanism
- Determination of quality of IRS and the insecticide decay on the local substrate
- Determination of vector species, distribution, seasonality, feeding time and location
- Plan developed for monitoring and managing insecticide resistance

Contractors shall develop systems that ensure quality and accuracy of the coverage data reported to PMI (e.g., people protected by IRS, number of structures sprayed, number of structures targeted for spraying, and percentage of structures targeted for spraying that were sprayed).

In some cases, where monitoring and evaluation mechanisms exist or there are other implementing partners collecting such information, Contractors will be responsible for gathering this information only.

Contractors shall propose other indicators that will demonstrate project success. Such indicators will measure efforts in capacity building, environmental compliance, supply chain management, information, education, and communication activities, among others.

**C.5 UTILIZATION OF SMALL BUSINESS CONCERNS - GENERAL POLICY
 ENCOURAGING PARTICIPATION**

(a) It is USAID policy to provide maximum practicable opportunities in its acquisitions to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.

(b) Small business concerns must also have the maximum practicable opportunity to participate as subcontractors in contracts awarded by USAID, consistent with efficient contract performance. USAID’s latest prime and subcontracting goals are posted on USAID’s external web page at: <http://www.usaid.gov/partnership-opportunities/small-business> USAID’s subcontracting goals are shown in the following table:

USAID’s FY 2014 Subcontracting Goals are:

Small Business (SB)	23.0%
Service Disabled Veteran Owned Small Business (SDVOSB)	3.00%
Small Disadvantaged Businesses (SDB, includes Section 8(a) firms)	5.00%
Woman-Owned Small Business (WOSB)	5.00%
Historically Underutilized Business Zone Small Business (HUBZone)	3.00%

(c) This task order encourages the prime contractor to subcontract with capable small business concerns. In performing this task order and using its best efforts to meet or exceed its overall subcontracting plan goals, the prime contractor must make every reasonable effort to find and subcontract with capable small business concerns to the maximum extent practicable.

END OF SECTION C

SECTION D – PACKAGING AND MARKING

D.1 AIDAR 752.7009 MARKING (JAN 1993)

(a) It is USAID policy that USAID-financed commodities and shipping containers, and project construction sites and other project locations be suitably marked with the USAID emblem. Shipping containers are also to be marked with the last five digits of the USAID financing document number. As a general rule, marking is not required for raw materials shipped in bulk (such as coal, grain, etc.), or for semifinished products which are not packaged.

(b) Specific guidance on marking requirements should be obtained prior to procurement of commodities to be shipped, and as early as possible for project construction sites and other project locations. This guidance will be provided through the cognizant technical office indicated on the cover page of this contract, or by the Mission Director in the Cooperating Country to which commodities are being shipped, or in which the project site is located.

(c) Authority to waive marking requirements is vested with the Regional Assistant Administrators, and with Mission Directors.

(d) A copy of any specific marking instructions or waivers from marking requirements is to be sent to the Contracting Officer; the original should be retained by the Contractor.

D.2 BRANDING

The Contractor shall comply with the requirements of the USAID “Graphic Standards Manual” available at www.usaid.gov/branding or any successor branding policy. In addition, the Contractor shall use the approved PMI logo, which includes the USAID logo, where practicable. The Contractor may also include the PMI logo in co-branded material, such as material co-branded with the NMCP, if applicable and under guidance by the COR and/or Activity Managers.

END OF SECTION D

SECTION E – INSPECTION AND ACCEPTANCE

E.1 TASK ORDER PERFORMANCE EVALUATION

Task Order performance evaluation shall be performed in accordance with Indoor Residual Spraying 2 (IRS 2) IQC, Section E.2 and Sections F and H of this Task Order.

END OF SECTION E

SECTION F – DELIVERIES OR PERFORMANCE

F.1 PERIOD OF PERFORMANCE

Subject to availability of funds, the Task Order period of performance shall be from September 26, 2014 to September 25, 2017.

F.2 TECHNICAL DIRECTION AND DESIGNATION OF RESPONSIBLE USAID OFFICIALS

Dwight Stephens

Contracting Officer

U.S. Agency for International Development

M/OAA/GH/HIDN

Phone: 202-567-5342

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Allison Belevire

Contracting Officer Representative

U.S. Agency for International Development

/GH/HIDN

Phone: 202-712-1661

Email: abelevire@usaid.gov

F.3 PLACE OF PERFORMANCE

The place of performance under this Task Order is worldwide, as specified in Section C.

F.4 AUTHORIZED WORK DAY / WEEK

The Contractor is authorized to a six-day work week. No overtime or premium pay is authorized under this Task Order.

F.5 KEY PERSONNEL

The Contractor shall furnish the following 3 key personnel for the performance of the Task Order:

- [REDACTED] – Project Director
- [REDACTED] – Technical Director
- [REDACTED] – Operations Director

Prior to replacing any of the key personnel, the Contractor shall notify both the Contracting Officer and the COR in advance and shall submit written justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on the program. No replacement of key personnel shall be made by the Contractor without the prior written consent of the Contracting Officer.

F.6 REPORTS AND DELIVERABLES OR OUTPUTS

In addition to the requirements set forth for submission of reports in Sections I and J, and in accordance with AIDAR clause 752.242-70, Periodic Progress Reports, the Contractor shall submit reports, deliverables or outputs as further described below to the COR. All reports and other deliverables shall be presented in English, unless otherwise specified by the COR. All reports and other deliverables shall be approved by the COR and/or COR designated activity manager.

(i) Work Plans:

Individual country specific annual work plans, as well as an annual core work plan reflecting activities to be completed with core funding, will be required under this project. The initial core annual work plan should be submitted to USAID for approval within 45 days of award, and subsequent core annual work plans within 30 days before the close of each operating year. Country specific annual work plans must be submitted to USAID for approval within 30 days before the close of the previous work plan period (e.g., submission of August 1, 2014 for a country whose work plan covers September 1, 2014 – August 30 2015).

Work plans will be limited to 30 pages (not including Annexes) and will include, at minimum: narrative descriptions of the planned activities, their expected timeline, estimated budget for completion, and a monitoring and evaluation plan.

In addition, the Contractor must describe in its annual core work plan its strategy on locating and subcontracting with capable small business concerns to the maximum extent practicable.

Detailed guidance on annual work plans will be provided at the time of the award.

(ii) End of Spray Reports:

End of spray reports should be submitted to USAID within 45 days of the end of each round of spraying. At a minimum, the report shall include:

- Mandatory M&E indicators listed above in Section C.4;
- Supervisory reports on key operational variables to allow a full assessment of the quality of

- work done by the spray teams;
- Description of capacity-building activities (e.g., trainings and technical workshops), as well as breakdown of responsibilities by the Contractor versus NMCP personnel or local organizations;
 - Warehouse and use report reconciliations, as well as other operational measures to reliably account for insecticide use and disposal;
 - Environmental monitoring and safety reports as specified in the Supplemental Environmental Assessment, such as adherence to safer use action plans, as well as any incident reports (such as vehicular accidents or pesticide poisoning among staff) and measures taken to remedy the situation;
 - List of lessons learned and recommendations for future IRS implementation; and
 - Analysis of entomological and epidemiological data (if applicable) and implications for IRS program.

(iii) Supplemental Environmental Assessment (SEA) and/or Letter Reports:

Environmental documentation, such as SEAs and/or Letter Reports, in accordance with 22 CFR 216, and the Programmatic Environmental Assessment (PEA) shall be submitted by country on an annual basis to the COR and USAID/Mission teams. The SEA should be valid for a period of five years, and should be written to cover all IRS eligible areas or malarious areas in the country. The SEA should also cover all three classes of insecticides: pyrethroids, carbamates and organophosphates. The SEA must be cleared by the Mission Director, GH/BEO and COR, and concurred by the in country PMI Activity Manager, MEO, REO, and AFR/BEO. Each country must also submit an annual Letter Report, prior to initiating IRS activities. The Letter Report is considered a letter to the file, validating the existing conditions of the SEA. If a country will be switching from either the pyrethroid or carbamate class, to the organophosphates class, GH/BEO signature is required the first time organophosphates will be used. The SEAs or Letter Reports should be submitted at least 60 days prior to the start of the IRS campaign. The documents should be succinct.

(iv) Semi – Annual Performance Report:

Project-level Semi-annual Performance Reports should be submitted within 45 days of the end of the period being covered. Every other Semi-Annual Performance Report will count as the Annual Performance Report. Semi-Annual Performance Reports should be brief, and should not exceed 20 pages, not including Annexes.

These reports shall address the following areas: (a) project-level summary of progress and major accomplishments during the period (not to be redundant with end-of-spray reports), particularly progress in meeting objectives of the core work plan and examples of concrete capacity-building activities; (b) implementation challenges and problems and options for resolution; (c) engagement with other stakeholders or contributions to global IRS policy-

setting, participating in technical meetings, etc.; and (d) summary of and trends in entomological data; . Semi-Annual Performance Reports should also reference quarterly success stories or publications developed by the project (guidance to be shared at time of award). Summary of financial information should not be included unless specifically required by USAID.

The Contractor must report as a separate component its progress in:

- (a) Meeting its overall subcontracting plan goals for the overall IQC; and
- (b) Finding and utilizing small business concerns in the performance of this task order.

(v) Monthly Financial Report:

Monthly Financial Reports should be submitted within 20 days of the end of the month and shall include, at minimum: (a) total funds obligated to date by USAID into the Contract; (b) total funds expended by the Contractor to date; and pipeline (obligated funds minus expended funds). Financial reports should be separated by core funds and field support, and the latter should be broken down by country.

(vi) Mid – Term Project Evaluation:

The external Mid-Term Project Evaluation will be conducted during Project Year 2 and should be submitted to USAID no later than 45 days after the start of Project Year 3. USAID will provide further guidance for the project evaluation at award.

(vii) End – of – Project Report:

The End-of-Project Report should be submitted to USAID no later than 60 days prior to the contract completion date. At a minimum, the Report will describe the following: (a) specific objectives of the Task Order; (b) activities undertaken to achieve task order objectives and the results achieved; (c) cost of efforts; and (d) actions taken to ensure the continuation and sustainability of program objectives or recommendations regarding unfinished work and/or program continuation.

In addition to the reports outlined above, the Contractor may be asked to provide reporting information as needed to fulfill the President’s Malaria Initiative annual report and USAID operational plans.

F.7 PERFORMANCE MONITORING

Evaluation of the Contractor’s overall performance shall be conducted jointly by the COR and the Contracting Officer, form the basis of the Contractor's permanent performance record with regard to this task order. Contractor’s performance shall be based, in part, on delivery of the reports specified in Section F.6 (above), as well as the following measures of performance: (a) timely mobilization and response to USAID requests for technical assistance, upon COR concurrence and available funding; (b) commencement of spray rounds within 30 days of

targeted dates; and (c) spraying of at least 85% of targeted structures (full definitions of terms and indicators are located in Attachment 2).

F.8 AIDAR 752.7005 SUBMISSION REQUIREMENTS FOR DEVELOPMENT EXPERIENCE DOCUMENTS (SEP 2013)

(a) Contract Reports and Information/Intellectual Products.

(1) Within thirty (30) calendar days of obtaining the Contracting Officer Representative's approval, the contractor must submit to USAID's Development Experience Clearinghouse (DEC) one copy each of reports and information products which describe, communicate or organize program/project development assistance activities, methods, technologies, management, research, results and experience. These reports include: assessments, evaluations, studies, technical and periodic reports, annual and final reports, and development experience documents (defined as documents that (1) describe the planning, design, implementation, evaluation, and results of development assistance; and (2) are generated during the life cycle of development assistance programs or activities.) The Contractor must also submit copies of information products including training materials, publications, databases, computer software programs, videos and other intellectual deliverable materials required under the Contract Schedule. The following information is not to be submitted:

(i) Time-sensitive materials such as newsletters, brochures or bulletins.

(ii) The contractor's information that is incidental to award administration, such as financial, administrative, cost or pricing, or management information.

(2) Within thirty (30) calendar days after completion of the contract, the contractor must submit to the DEC any reports that have not been previously submitted and an index of all reports and information/intellectual products referenced in paragraph (a)(1) of this clause.

(b) Submission requirements. The contractor must review the DEC Web site for the most up-to-date submission instructions, including the DEC address for paper submissions, the document formatting and the types of documents to be submitted. The submission instructions can be found at: <https://dec.usaid.gov>.

(1) Standards.

(i) Material must not include financially sensitive information or personally identifiable information (PII) such as social security numbers, home addresses and dates of birth. Such information must be removed prior to submission.

(ii) All submissions must conform to current USAID branding requirements.

(iii) Contract reports and information/intellectual products can be submitted in either electronic (preferred) or paper form. Electronic documentation must comply with Section 508 of the Rehabilitation Act of 1973.

(iv) The electronic submissions must consist of only one electronic file, which comprises the complete and final equivalent of the paper copy. In the case of databases and computer software the submissions must also include necessary descriptive information, e.g., special backup or data compression routines, software used for storing/retrieving submitted data, or program installation instructions.

(v) Electronic documents must be in one of the National Archives and Records Administration (NARA)-approved formats as described in NARA guidelines related to the transfer of permanent E-records. (See <http://www.archives.gov/records-mgmt/initiatives/transfer-to-nara.html>).

(2) Essential bibliographic information. Descriptive information is required for all Contractor products submitted. The title page of all reports and information products must include the contract number(s), contractor name(s), name of the USAID Contracting Officer's Representative, the publication or issuance date of the document, document title, (if non-English, provide an English translation of the title), author name(s), and development objective or activity title (if non- English, provide a translation) and associated number, and language of the document (if non- English). In addition, all hard copy materials submitted in accordance with this clause must have, attached as a separate cover sheet, the name, organization, address, telephone number, fax number, and Internet address of the submitting party.

END OF SECTION F

SECTION G – TASK ORDER ADMINISTRATION DATA**G.1 CONTRACTING OFFICER'S AUTHORITY**

The Contracting Officer is the only person authorized to make or approve any changes in the requirements of this Task Order and notwithstanding any provisions contained elsewhere in this Task Order, the said authority remains solely in the Contracting Officer. In the event the Contractor makes any changes at the direction of any person other than the Contracting Officer, the change shall be considered to have been made without authority and no adjustment shall be made in the contract terms and conditions, including price.

G.2 TECHNICAL DIRECTION

USAID/GH/HIDN shall provide technical oversight to the Contractor through the designated COR. The Contracting Officer shall issue a letter appointing the COR for the Task Order and provide a copy of the designation letter to the Contractor.

G.3 ACCEPTANCE AND APPROVAL

In order to receive payment, all deliverables must be accepted and approved by the COR.

G.4 INVOICES

Electronic submission of invoices is required. Electronic invoices shall be submitted on an *SF-1034 Public Voucher for Purchases and Services Other Than Personal* to the Office of Chief Financial Officer to this address: OBLDOCCMP@usaid.gov with a cc: to the Task Order COR and Contracting Officer. The SF-1034 must be signed, and it must be submitted along with the invoice and any other documentation in Adobe PDF.

G.5 ACCOUNTING AND APPROPRIATION DATA

Accounting Template:	GH-HN Program Funds
BBFY:	2014
EBFY:	2015
Fund:	GH-C
OP Unit:	GH/HIDN
Program Area:	A11
Distribution Code:	936-3100
Program Element:	A049
BGA:	997
SOC:	4100301
Project Number:	936-3100
Obligated Amount:	\$5,500,000.00

G.6 AIDAR 752.7003 DOCUMENTATION FOR PAYMENT (NOV 1998)

(a) Claims for reimbursement or payment under this contract must be submitted to the Paying Office indicated in the schedule of this contract. The cognizant technical officer (CTO) is the authorized representative of the Government to approve vouchers under this contract. The Contractor must submit either paper or fax versions of the SF-1034 -Public Voucher for Purchases and Services Other Than Personal. Each voucher shall be identified by the appropriate USAID contract number, in the amount of dollar expenditures made during the period covered. (1) The SF 1034 provides space to report by line item for products or services provided. The form provides for the information to be reported with the following elements:

TOTAL EXPENDITURES

Document Number: XXX-X-XX-XXXX-XX

Line Item Description Amt.

Vouchered To Date Amt.

Vouchered This Period 0001

Product/Service Desc. for Line Item 0001 \$XXXX.XX \$XXXX.XX 0002

Product/Service Desc. for Line Item 0002 \$XXXX.XX \$XXXX.XX

Total \$XXXX.XX \$XXXX.XX

(2) The fiscal report shall include a certification, signed by an authorized representative of the Contractor, as follows: The undersigned hereby certifies to the best of my knowledge and belief that the fiscal report and any attachments have been prepared from the books and records of the Contractor in accordance with the terms of this contract and are correct: the sum claimed under this contract is proper and due, and all the costs of contract performance (except as herewith reported in writing) have been paid, or to the extent allowed under the applicable payment clause, will be paid currently by the Contractor when due in the ordinary course of business; the work reflected by these costs has been performed, and the quantities and amounts involved are consistent with the requirements of this Contract; all required Contracting Officer approvals have been obtained; and appropriate refund to USAID will be made promptly upon request in the event of disallowance of costs not reimbursable under the terms of this contract.

BY: []

TITLE: []

DATE: []

(b) Local currency payment. The Contractor is fully responsible for the proper expenditure and control of local currency, if any, provided under this contract. Local currency will be provided to the Contractor in accordance with written instruction provided by the Mission Director. The written instructions will also include accounting, vouchering, and reporting procedures. A copy of the instructions shall be provided to the Contractor's Chief of Party and to the Contracting Officer. The costs of bonding personnel responsible for local currency are reimbursable under this contract.

(c) Upon compliance by the Contractor with all the provisions of this contract, acceptance by the

Government of the work and final report, and a satisfactory accounting by the Contractor of all Government-owned property for which the Contractor had custodial responsibility, the Government shall promptly pay to the Contractor any moneys (dollars or local currency) due under the completion voucher. The Government will make suitable reduction for any disallowance or indebtedness by the Contractor by applying the proceeds of the voucher first to such deductions and next to any unliquidated balance of advance remaining under this contract.

(d) The Contractor agrees that all approvals of the Mission Director and the Contracting Officer which are required by the provisions of this contract shall be preserved and made available as part of the Contractor's records which are required to be presented and made available by the clause of this contract entitled "Audit and Records - Negotiation".

END OF SECTION G

SECTION H – SPECIAL TASK ORDER REQUIREMENTS

H.1 KEY PERSONNEL

The Contractor shall provide the following key personnel for the performance of this Task Order:

- [REDACTED] – Project Director
- [REDACTED] – Technical Director
- [REDACTED] – Operations Director

USAID reserves the right to adjust the level of key personnel during the performance of this Task Order.

H.2 AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for procurement of services under this Task Order is 935. The authorized geographic code for procurement of goods and commodities is 935.

H.3 LANGUAGE REQUIREMENTS

All deliverables shall be produced in English, unless otherwise indicated by the COR. Contractor personnel and/or consultants shall have French and Portuguese language proficiency as needed to perform services.

H.4 GOVERNMENT FURNISHED FACILITIES OR PROPERTY

The Contractor and any employee or consultant of the Contractor is prohibited from using U.S. Government facilities (such as office space or equipment) or U.S. Government clerical or technical personnel in the performance of the services specified in the Task Order unless the use of Government facilities or personnel is specifically authorized in the Task Order or is authorized in advance, in writing, by the COR.

H.5 CONFIDENTIALITY AND OWNERSHIP OF INTELLECTUAL PROPERTY

All reports generated and data collected during this project shall be considered property of USAID and shall not be reproduced, disseminated or discussed in open forum, other than for the purposes of completing the tasks described in this document, without the express written approval of a duly authorized representative of USAID. All findings, conclusions and recommendations shall be considered confidential and proprietary.

H.6 CONTRACTOR'S STAFF SUPPORT, AND ADMINISTRATIVE AND LOGISTICS ARRANGEMENTS

The Contractor shall be responsible for all administrative support and logistics required to fulfill the requirements of this task order. These shall include all travel arrangements, appointment scheduling, secretarial services, report preparations services, printing, and duplicating.

H.7 AIDAR 752.242-70 PERIODIC PROGRESS REPORTS (OCT 2007)

(a) The Contractor shall prepare and submit progress reports as specified in the contract schedule. These reports are separate from the interim and final performance evaluation reports prepared by USAID in accordance with FAR 42.15 and internal Agency procedures, but they may be used by USAID personnel or their authorized representatives when evaluating the Contractor's performance.

(b) During any delay in furnishing a progress report required under this contract, the Contracting Officer may withhold from payment an amount not to exceed US\$25,000 (or local currency equivalent) or 5 percent of the amount of this contract, whichever is less, until such time as the Contractor submits the report or the contracting officer determines that the delay no longer has a detrimental effect on the Government's ability to monitor the Contractor's progress.

H.8 EXECUTIVE ORDER ON TERRORISM FINANCING

The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/recipient to ensure compliance with these Executive Orders and laws. This provision must be included in all subcontracts/subawards issued under this contract.

H.9 ADS 302.3.5.5 REPORTING OF FOREIGN TAXES (JULY 2007)

(a) Reports. The Contractor must annually submit an annual report by April 16 of the next year.

(b) Contents of Report. The reports must contain:

- (1) Contractor name.
- (2) Contact name with phone, fax and email.
- (3) Agreement number(s).
- (4) Amount of foreign taxes assessed by a foreign Government [*list each foreign government separately*] on commodity purchase transactions valued at \$500 or more financed with U.S. foreign assistance funds under this agreement during the prior U.S. fiscal year.
- (5) Only foreign taxes assessed by the foreign government in the country receiving U.S. assistance is to be reported. Foreign taxes by a third party foreign government are not to be reported. For example, if an assistance program for Lesotho involves the purchase of commodities in South Africa using foreign assistance funds, any taxes imposed by South Africa would not be reported in the report for Lesotho (or South Africa).

- (6) Any reimbursements received by the Contractor during the period in (iv) regardless of when the foreign tax was assessed plus, for the interim report, any reimbursements on the taxes reported in (iv) received by the Contractor through October 31 and for the final report, any reimbursements on the taxes reported in (iv) received through March 31.
 - (7) The final report is an updated cumulative report of the interim report.
 - (8) Reports are required even if the Contractor/ recipient did not pay any taxes during the report period.
 - (9) Cumulative reports may be provided if the Contractor/recipient is implementing more than one program in a foreign country.
- (c) Definitions. For purposes of this clause:
- (1) "Agreement" includes USAID direct and country contracts, grants, cooperative agreements and interagency agreements.
 - (2) "Commodity" means any material, article, supply, goods, or equipment.
 - (3) "Foreign government" includes any foreign governmental entity.
 - (4) "Foreign taxes" means value-added taxes and custom duties assessed by a foreign government on a commodity. It does not include foreign sales taxes.
- (d) Where: Submit the reports to: Harish Ramroop at cmpvatreport@usaid.gov
- (e) Sub-agreements. The Contractor must include this reporting requirement in all applicable subcontracts, subgrants and other sub-agreements.
- (f) For further information see <http://www.state.gov/m/rm/c10443.htm>

H.10 AIDAR 752.225-70 SOURCE AND NATIONALITY REQUIREMENTS (FEB 2012)

- (a) Except as may be specifically approved by the Contracting Officer, the Contractor must procure all commodities (e.g., equipment, materials, vehicles, supplies) and services (including commodity transportation services) in accordance with the requirements at 22 CFR Part 228 "Rules on Procurement of Commodities and Services Financed by USAID Federal Program Funds." The authorized source for procurement is Geographic Code 937 unless otherwise specified in the schedule of this contract. Guidance on eligibility of specific goods or services may be obtained from the Contracting Officer.
- (b) Ineligible goods and services. The Contractor must not procure any of the following goods or services under this contract:
- (1) Military equipment
 - (2) Surveillance equipment
 - (3) Commodities and services for support of police and other law enforcement activities
 - (4) Abortion equipment and services
 - (5) Luxury goods and gambling equipment, or
 - (6) Weather modification equipment.
- (c) Restricted goods. The Contractor must obtain prior written approval of the Contracting Officer or comply with required procedures under an applicable waiver as provided by the Contracting Officer when procuring any of the following goods or services:

- (1) Agricultural commodities,
- (2) Motor vehicles,
- (3) Pharmaceuticals and contraceptive items
- (4) Pesticides,
- (5) Fertilizer,
- (6) Used equipment, or
- (7) U.S. government-owned excess property.

If USAID determines that the Contractor has procured any of these specific restricted goods under this contract without the prior written authorization of the Contracting Officer or fails to comply with required procedures under an applicable waiver as provided by the Contracting Officer, and has received payment for such purposes, the Contracting Officer may require the Contractor to refund the entire amount of the purchase.

H.11 ADS 302.3.5.16(a)(2) CONSCIENCE CLAUSE IMPLEMENTATION (FEBRUARY 2012)

An organization, including a faith-based organization, that is otherwise eligible to receive funds under this agreement for HIV/AIDS prevention, treatment, or care—

(a) Shall not be required, as a condition of receiving such assistance—

(1) to endorse or utilize a multisectoral or comprehensive approach to combating HIV/AIDS; or

(2) to endorse, utilize, make a referral to, become integrated with, or otherwise participate in any program or activity to which the organization has a religious or moral objection; and

(b) Shall not be discriminated against in the solicitation or issuance of grants, contracts, or cooperative agreements for refusing to meet any requirement described in paragraph (a) above.

(End of Provision)

H.12 ADS 302.3.5.16(a)(3) CONDOMS (SEPTEMBER 2014)

Information provided about the use of condoms as part of projects or activities that are funded under this contract shall be medically accurate and shall include the public health benefits and failure rates of such use and shall be consistent with USAID's fact sheet entitled, "USAID HIV/STI Prevention and Condoms. This fact sheet may be accessed at:

<http://www.usaid.gov/sites/default/files/documents/1864/CondomSTIIssueBrief.pdf>

The contractor agrees to incorporate the substance of this clause in all subcontracts under this contract for HIV/AIDS activities.

(End of Provision)

H.13 ADS 302.3.5.16(a)(4) PROHIBITION ON THE PROMOTION OR ADVOCACY OF THE LEGALIZATION OR PRACTICE OF PROSTITUTION OR SEX TRAFFICKING (SEPTEMBER 2014)

(a) This contract is authorized under the United States Leadership Against HIV/AIDS, Tuberculosis, and Malaria Act of 2003 (Pub.L. No. 108-25), as amended. This Act enunciates that the U.S. Government is opposed to prostitution and related activities, which are inherently harmful and dehumanizing, and contribute to the phenomenon of trafficking in persons. The contractor shall not use any of the funds made available under this contract to promote or advocate the legalization or practice of prostitution or sex trafficking. Nothing in the preceding sentence shall be construed to preclude the provision to individuals of palliative care, treatment, or post-exposure pharmaceutical prophylaxis, and necessary pharmaceuticals and commodities, including test kits, condoms, and, when proven effective, microbicides.

(b)(1) Except as provided in (b)(2), by its signature of this contract or subcontract for HIV/AIDS activities, a non-governmental organization or public international organization awardee/subawardee agrees that it is opposed to the practices of prostitution and sex trafficking.

(b)(2) The following organizations are exempt from (b)(1):

(i) the Global Fund to Fight AIDS, Tuberculosis and Malaria; the World Health Organization; the International AIDS Vaccine Initiative; and any United Nations agency.

(ii) U.S. non-governmental organization recipients/subrecipients and contractors/subcontractors

(iii) Non-U.S. contractors and subcontractors are exempt from (b)(1) if the contract or subcontract is for commercial items and services as defined in FAR 2.101, such as pharmaceuticals, medical supplies, logistics support, data management, and freight forwarding.

(b)(3) Notwithstanding section (b)(2)(iii), not exempt from (b)(1) are non-U.S. contractors and subcontractors that implement HIV/AIDS programs under this contract or subcontract by:

(i) providing supplies or services directly to the final populations receiving such supplies or services in host countries;

(ii) providing technical assistance and training directly to host country individuals or entities on the provision of supplies or services to the final populations receiving such supplies and services; or

(iii) providing the types of services listed in FAR 37.203(b)(1)-(6) that involve giving advice about substantive policies of a recipient, giving advice regarding the activities referenced in (i) and (ii), or making decisions or functioning in a recipient's chain of command (e.g., providing managerial or supervisory services approving financial transactions, personnel actions).

(c) The following definitions apply for purposes of this provision:

“Commercial sex act” means any sex act on account of which anything of value is given to or received by any person.

“Prostitution” means procuring or providing any commercial sex act and the “practice of prostitution” has the same meaning.

“Sex trafficking” means the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act. 22 U.S.C. 7102(9).

(d) The contractor shall insert this provision in all subcontracts for HIV/AIDS activities.

(e) Any violation of this provision will result in the immediate termination of this award by USAID.

(f) This provision does not affect the applicability of FAR 52.222-50 to this contract.

(End of Provision)

H.14 ADS 302.3.5.21 USAID IMPLEMENTING PARTNER NOTICES (IPN) PORTAL FOR ACQUISITION (JULY 2014)

a) Definitions

“USAID Implementing Partner Notices (IPN) Portal for Acquisition (“IPN Portal”)” means the single point where USAID posts universal bilateral modifications, which can be accessed electronically by registered USAID contractors. The IPN Portal is located at <https://sites.google.com/site/ipnforacquisitions/>.

“IPN Portal Administrator” means the USAID official designated by the M/OAA Director, who has overall responsibility for managing the USAID Implementing Partner Notices Portal for Acquisition.

“Universal bilateral modification” means modifications such as those that update or incorporate new FAR or AIDAR clauses, other terms and conditions, or special requirements that affect all awards or a class of awards as specified in the Agency notification of such terms and conditions or special requirements.

b) By submission of an offer and execution of a contract, the Offeror/Contractor acknowledges the requirement to:

(1) Register with the IPN Portal if awarded a contract resulting from this solicitation, and

(2) Receive universal bilateral modifications to this contract and general notices via the IPN Portal.

c) Procedure to register for notifications.

Go to: <https://sites.google.com/site/usaidipnforacquisitions/> and click the “Register” button at the top of the page. Contractor representatives must use their official organization email address when subscribing, not personal email addresses.

d) Processing of IPN Portal Modifications

The contractor may access the IPN Portal at any time to review all IPN Portal modifications; however, the system will also notify the contractor by email when the USAID IPN Portal Administrator posts a universal bilateral modification for contractor review and signature. Proposed IPN Portal modifications distributed via the IPN Portal are applicable to all awards, unless otherwise noted in the proposed modification.

Within 15 calendar days from receipt of the notification email from the IPN Portal, the contractor must do one of the following:

(1) (a) verify applicability of the proposed modification for their award(s) per the instructions provided with each modification; (b) download the modification and incorporate the following information on the SF30 form: contract number, organization name, and organization mailing address as it appears in the basic award; (c) sign the hardcopy version; and (d) send the signed modification (by email or hardcopy) to the CO for signature. The contractor must not incorporate any other changes to the IPN Portal modification. Bilateral modifications provided through the IPN Portal are not effective until the both the contractor and the CO sign the modification;

(2) Notify the Contracting Officer in writing if the modification requires negotiation of additional changes to terms and conditions of the contract; or

(3) Notify the Contracting Officer that the contractor declines to sign the modification. Within 30 calendar days of receipt of a signed modification from the contractor, the CO must provide the fully executed modification to the contractor or initiate discussions with the contractor.

(End of Provision)

H.15 AIDAR 752.7032 INTERNATIONAL TRAVEL APPROVAL AND NOTIFICATION REQUIREMENTS (APRIL 2014)

Prior written approval by the Contracting Officer (CO), or the Contracting Officer's Representative (COR) if delegated in the Contracting Officer's Representative Designation Letter, is required for all international travel directly and identifiably funded by USAID under this contract. The Contractor shall therefore present to the CO or COR, an itinerary for each planned international trip, showing the name of the traveler, purpose of the trip, origin/destination (and intervening stops), and dates of travel, as far in advance of the proposed travel as possible, but in no event less than three weeks before travel is planned to commence. The CO's or COR's (if delegated by the CO) prior written approval may be in the form of a letter or may be specifically incorporated into the schedule of the contract. At least one week prior to commencement of approved international travel, the Contractor shall notify the cognizant Mission, with a copy to the CO or COR, of planned travel, identifying the travelers and the dates and times of arrival.

H.16 CONSENT TO SUBCONTRACT

The following list constitutes the approved subcontractors under this Task Order: **Dimagi, Inc.; EnCompass LLC and Innovative Vector Control Consortium (IVCC)**. Consent to subcontract will be required for all other subcontracts.

END OF SECTION H

SECTION I – TASK ORDER CLAUSES

I.1 Reference Indoor Residual Spraying 2 (IRS2) IQC

I.2 USAID DEFINITIONS CLAUSE - SUPPLEMENT FOR USAID CONTRACTS INVOLVING PERFORMANCE OVERSEAS (DEC 1986)

(a) "Contractor's Chief of Party" shall mean the representative of the Contractor in the Cooperating Country who shall be responsible for supervision of the performance of all duties undertaken by the Contractor in the Cooperating Country.

(b) "Cooperating Country National (CCN) employee" means an individual who meets the citizenship requirements of 48 CFR 702.170-5 and is hired while residing outside the United States for work in a cooperating country.

(c) "Dependents" shall mean:

(1) Spouse;

(2) Children (including step and adopted children) who are unmarried and under 21 years of age or, regardless of age, are incapable of self support.

(3) Parents (including step and legally adoptive parents), of the employee or of the spouse, when such parents are at least 51 percent dependent on the employee for support; and

(4) Sisters and brothers (including step or adoptive sisters or brothers) of the employee, or of the spouse, when such sisters and brothers are at least 51 percent dependent on the employee for support, unmarried and under 21 years of age, or regardless of age, are incapable of self support.

(d) "Local currency" shall mean the currency of the Cooperating Country.

(e) "Regular employee" shall mean a Contractor employee appointed to serve one year or more in the Cooperating Country.

(f) "Short-term employee" shall mean a Contractor employee appointed to serve less than one year in the Cooperating Country.

(g) "Third Country National (TCN) employee" means an individual who meets the citizenship

requirements of 48 CFR 702.170-15 and is hired while residing outside the United States for working in a Cooperating Country.

I.3 AIDAR 752.7031 LEAVE AND HOLIDAYS (OCT 1989)

(a) Vacation leave.

(1) The Contractor may grant to its employees working under this contract vacations of reasonable duration in accordance with the Contractor's practice for its employees, but in no event shall such vacation leave be earned at a rate exceeding 26 work days per annum. Reimbursement for vacation leave is limited to the amount earned by employees while serving under this contract. For regular employees during their tour of duty in the Cooperating Country, vacation leave is provided under this contract primarily for purposes of affording necessary rest and recreation. The Contractor's Chief of Party, the employee and the Cooperating Country institution associated with this project shall develop vacation leave schedules early in the employee's tour of duty taking into consideration project requirements, employee preference and other factors.

(2) Leave taken during the concluding weeks of an employee's tour shall be included in the established leave schedule and be limited to that amount of leave which can be earned during a twelve-month period unless approved in accordance with paragraph (a)(3) of this clause.

(3) Vacation leave earned but not taken by the end of the employee's tour pursuant to paragraphs (a)(1) and (2) of this clause will be forfeited unless the requirements of the project precluded the employee from taking such leave, and the Contracting Officer (with the endorsement of the Mission) approves one of the following as an alternative:

(i) Taking, during the concluding weeks of the employee's tour, leave not permitted under (a)(2) of this section, or

(ii) Lump-sum payment for leave not taken provided such leave does not exceed the number of days which can be earned by the employee during a twelve-month period.

(b) Sick Leave. Sick leave is earned by employees in accordance with the Contractor's usual practice but not to exceed 13 work days per annum or 4 hours every 2 weeks. Additional sick leave after use of accrued vacation leave may be advanced in accordance with Contractor's usual practice, if in the judgment of the Contractor's Chief of Party it is determined that such additional leave is in the best interest of the project. In no event shall such additional leave exceed 30 days.

The Contractor agrees to reimburse USAID for leave used in excess of the amount earned during the employee's assignment under this contract. Sick leave earned and unused at the end of a regular tour of duty may be carried over to an immediately succeeding tour of duty under this contract. The use of home leave authorized under this clause shall not constitute a break in service for the purpose of sick leave carry-over. Contractor employees will not be compensated for unused sick leave at the completion of their duties under this contract.

(c) Home leave.

(1) Home leave is leave earned for service abroad for use only in the United States, in the Commonwealth of Puerto Rico, or in the possessions of the United States.

(2) A regular employee who is a U.S. citizen or resident and has served at least 2 years overseas, as defined in paragraph (c)(4) of this clause, under this contract and has not taken more than 30 workdays leave (vacation, sick, or leave without pay) in the United States, may be granted home leave of not more than 15 workdays for each such year of service overseas, provided that such regular employee agrees to return overseas upon completion of home leave under an additional 2 year appointment, or for a shorter period of not less than 1 year of overseas service under the contract if the Mission Director has approved in advance. Home leave must be taken in the United States, the Commonwealth of Puerto Rico, or the possessions of the United States; any days spent elsewhere will be charged to vacation leave or leave without pay.

(3) Notwithstanding the requirement in paragraph (c)(2), of this clause, that the Contractor's regular employee must have served 2 years overseas under this contract to be eligible for home leave, Contractor may grant advance home leave to such regular employee subject to all of the following conditions:

(i) Granting of advance home leave would in each case serve to advance the attainment of the objectives of this contract;

(ii) The regular employee shall have served a minimum of 18 months in the Cooperating Country on his/her current tour of duty under this contract; and

(iii) The regular employee shall have agreed to return to the Cooperating Country to serve out the remainder of his/her current tour of duty and an additional 2 year appointment under this contract, or such other additional appointment of not less than 1 year of overseas service as the Mission Director may approve.

(4) The period of service overseas required under paragraph (c)(2) or paragraph (c)(3) of this clause shall include the actual days spent in orientation in the United States (less

language training) and the actual days overseas beginning on the date of departure from the United States port of embarkation on international travel and continuing, inclusive of authorized delays en route, to the date of arrival at the United States port of debarkation from international travel. Allowable vacation and sick leave taken while overseas, but not leave without pay, shall be included in the required period of service overseas. An amount equal to the number of days vacation sick leave taken in the United States, the Commonwealth of Puerto Rico, or the possessions of the United States will be added to the required period of service overseas.

(5) Salary during travel to and from the United States for home leave will be limited to the time required for travel by the most expeditious air route. The Contractor will be responsible for reimbursing USAID for salary payments made during home leave if in spite of the undertaking of the new appointment the regular employee, except for reasons beyond his/her control as determined by the Contracting Officer, does not return overseas and complete the additional required service. Unused home leave is not reimbursable under this contract.

(6) To the extent deemed necessary by the Contractor, regular employees in the United States on home leave may be authorized to spend not more than 5 days in work status for consultation at home office/campus or at USAID/Washington before returning to their post of duty. Consultation at locations other than USAID/Washington or home office/campus, as well as any time in excess of 5 days spent for consultation, must be approved by the Mission Director or the Contracting Office.

(7) Except as provided in the schedule or approved by the Mission Director or the Contracting Officer, home leave is not authorized for TCN or CCN employees.

(d) Holidays. Holidays for Contractor employees serving in the United States shall be in accordance with the Contractor's established policy and practice. Holidays for Contractor employees serving overseas should take into consideration local practices and shall be established in collaboration with the Mission Director.

(e) Military leave. Military leave of not more than 15 calendar days in any calendar year may be granted in accordance with the Contractor's usual practice to each regular employee whose appointment is not limited to 1 year or less and who is a reservist of the United States Armed Forces, provided that such military leave has been approved in advance by the cognizant Mission Director or Assistant Administrator. A copy of any such approval shall be provided to the Contracting Officer.

(f) Leave Records. The Contractor's leave records shall be preserved and made available as part of the Contractor's records which are required to be preserved and made available by the Examination of Records by the Comptroller General and Audit clauses of this contract.

I.4 FAR 52.207-3 RIGHT OF FIRST REFUSAL OF EMPLOYMENT (MAY 2006)

(a) The Contractor shall give Government personnel who have been or will be adversely affected or separated as a result of award of this contract the right of first refusal for employment openings under the contract in positions for which they are qualified, if that employment is consistent with post-Government employment conflict of interest standards.

(b) Within 10 days after contract award, the Contracting Officer will provide to the Contractor a list of all Government personnel who have been or will be adversely affected or separated as a result of award of this contract.

(c) The Contractor shall report to the Contracting Officer the names of individuals identified on the list who are hired within 90 days after contract performance begins. This report shall be forwarded within 120 days after contract performance begins.

(End of clause)

I.5 AIDAR 722.170 EMPLOYMENT OF THIRD COUNTRY NATIONALS (TCN's) AND COOPERATING COUNTRY NATIONALS (CCN's)

(a) General. It is USAID policy that cooperating country nationals (CCN's) and third country nationals (TCN's), who are hired abroad for work in a cooperating country under USAID-direct contracts, generally be extended the same benefits, and be subject to the same restrictions as TCN's and CCN's employed as direct hires by the USAID Mission. Exceptions to this policy may be granted either by the Mission Director or the Assistant Administrator having program responsibility for the project. (TCN's and CCN's who are hired to work in the United States shall be extended benefits and subject to restrictions on the same basis as U.S. citizens who work in the United States.)

(b) Compensation. Compensation, including merit or promotion increases paid to TCN's and CCN's may not, without the approval of the Mission Director or the Assistant Administrator having program responsibility for the project, exceed the prevailing compensation paid to personnel performing comparable work in the cooperating country as determined by the USAID Mission. Unless otherwise authorized by the Mission Director or the Assistant Administrator having program responsibility for the project, the compensation of such TCN and CCN employees shall be paid in the currency of the cooperating country.

(c) Allowances and differentials. TCN's and CCN's, hired abroad for work in a cooperating country, are not eligible for allowances or differentials under USAID-direct contracts, unless authorized by the Mission Director or the Assistant Administrator having program responsibility for the project.

(d) Country and security clearances. The contractor shall insure that the necessary clearances, including security clearances, if required, have been obtained for TCN and CCN employees in accordance with any such requirements set forth in the contract or required by the USAID Mission, prior to the TCN or CCN starting work under the contract.

(e) Physical fitness. Contractors are required to insure that prospective TCN and CCN employees are examined prior to employment to determine whether the prospective employee meets the minimum physical requirements of the position and is free from any contagious disease.

(f) Workweek, holidays, and leave. The workweek, holidays, and leave for TCN and CCN employees shall be the same as for all other employees of the contractor, under the terms of the contract; however, TCN and CCN employees are not eligible for home leave or military leave unless authorized by the Mission Director or the Assistant Administrator having program responsibility for the project.

(g) Travel and transportation for TCN's and CCN's. Travel and transportation shall be provided TCN and CCN employees on the same basis as for all other employees of the contractor, under the terms of the contract.

(h) Household effects and motor vehicles. USAID will not provide household effects to TCN and CCN employees; such employees may ship their household effects and motor vehicles to their place of employment on the same basis as for all other employees of the contractor, under the terms of the contract unless they are residents of the cooperating country.

I.6 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

NUMBER	TITLE	DATE
	ACQUISITION REGULATION (48 CFR Chapter 1)	
52.202-1	DEFINITIONS	(NOV 2013)
52.203-5	COVENANT AGAINST CONTINGENT FEES	(MAY 2014)
52.203-7	ANTI-KICKBACK PROCEDURES	(MAY 2014)
52.203-17	CONTRACTOR EMPLOYEE WHISTLEBLOWER RIGHTS AND REQUIREMENT TO INFORM EMPLOYEES OF WHISTLEBLOWER RIGHTS	(APR 2014)
52.215-22	LIMITATIONS ON PASS-THROUGH CHARGES- IDENTIFICATION OF SUBCONTRACT EFFORT	(OCT 2009)
52.215-23	LIMITATIONS ON PASS-THROUGH CHARGES ALTERNATE I	(OCT 2009)
52.222-17	NONDISPLACEMENT OF QUALIFIED WORKERS	(MAY 2014)
52.222-50	COMBATING TRAFFICING IN PERSONS	(FEB 2009)
52.223-18	ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING	(AUG 2011)
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES	(JUN 2008)
52.225-25	PROHIBITION ON CONTRACTING WITH ENTITIES ENGAGING IN CERTAIN ACTIVITIES OR TRANSACTIONS RELATING TO IRAN- REPRESENTATION AND CERTIFICATIONS	(DEC 2012)
52.232-39	UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS	(JUN 2013)
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS	(JUL 2014)

END OF SECTION I

SECTION J – LIST OF ATTACHMENTS

**J.1 ATTACHEMENT 1 – LIST OF COUNTRIES ANTICIPATED TO REQUIRE
SUPPORT FOR IRS UNDER TASK ORDER 6 BY SPRAY
SCHEDULE**

J.2 ATTACHEMENT 2 – DEFINITIONS FOR M&E INDICATORS

J.3 ATTACHEMENT 3 – REVIEW & APPROVAL CHECKIST FOR FIELD SUPPORT

J.4 ATTACHEMENT 4 – SUBCONTRACTING PLAN

ATTACHMENT 1

**LIST OF COUNTRIES ANTICIPATED TO REQUIRE SUPPORT FOR IRS UNDER
 TASK ORDER 6, BY SPRAY SCHEDULE**

	Annual Spray Schedule
Angola	Sept - Oct
Benin	May-June
Ethiopia	Aug - Sept
Ghana	May-June
Kenya	--
Madagascar	Nov-Feb
Mali	July-Aug
Mozambique	Sept - Oct
Rwanda	Feb-Mar & Sept-Oct
Tanzania	--
Senegal	June-July
Zambia	Sept-Nov
Uganda	--
Zimbabwe	Oct-Dec

Note 1: Tanzania, Uganda, and Kenya currently support IRS under bilateral mechanisms; however two are interested in support under Task Order 6 when their bilateral mechanisms end. Other PMI countries may also decide to conduct IRS, so the above table is not inclusive.

Note 2: Historically, two IRS rounds have been conducted in Rwanda. This will change based on choice of insecticide class and targeted regions, decisions that are made on an annual basis.

Note 3: In most cases, each IRS campaign will last between six to twelve weeks.

Note 4: As noted in Section C, additional countries may be added pending Congressional Appropriations.

Note 5: The Contractor will not be expected to assume responsibility for all the above countries immediately upon award. The COR will manage the transition of countries from IRS2 TO4 to the new Task Order taking into account remaining TO4 pipelines and country spray season schedules.

ATTACHMENT 2

DEFINITIONS FOR M&E INDICATORS

Coverage (IRS Coverage): the percentage of eligible, sprayable structures found in the target area that were sprayed. Note that the denominator for the target area is the population residing in the geographic area, not the planning estimate.

Structure: a free-standing building in which people sleep, including group sleeping quarters (e.g., school dormitories, hospitals, and military and police barracks), but excluding stores, churches, shops, schools, and other buildings that are often found in a family compound. PMI considers the terms house and structure as synonyms that can be used interchangeably.

People protected by IRS: the total number of people living within the houses/structures sprayed (we do not count people living in structures that are not sprayed and we use actual numbers, not population estimates).

ATTACHMENT 3

REVIEW AND APPROVAL CHECKLIST FOR FIELD SUPPORT

ACTIVITY NAME _____

Labor*	\$ _____	<input type="text"/>
Fringe Benefits**	\$ _____	
Consultants	\$ _____	
Allowances	\$ _____	
Travel and Transportation	\$ _____	
Subcontracts	\$ _____	
Other Direct Costs	\$ _____	
Overhead**	\$ _____	
G&A**	\$ _____	
Subtotal	\$ _____	
Fixed Fee**	\$ _____	
<i>Total Estimated CPFF of Activity</i>	<i>\$ _____</i>	

* List of labor categories (or estimated daily rates) and Level of Effort (LOE) proposed for this activity.

<u>Labor Category</u>	<u>LOE</u>
-----------------------	------------

** TOCO will verify that indirect rates and fee do not exceed the established contract/task order ceiling rates.

Note: This is a sample budget which can be modified as needed.

Checklist for Field Support activity

- Total LOE for field support labor not exceeded
- No deviation from Task Order SOW
- Local Salaries are in accordance with the Local compensation plan
- Source Origin waivers are in place if necessary
- No new subcontracts are necessary

CONTRACTOR

The budget shown above accurately represents the cost associated with the Technical Implementation Plan (TIP) and/or annual workplan for this activity noted above. Further detail is provided in the attached cost proposal.

Printed Name and Title	Signature	Date

MISSION ACTIVITY MANAGER

I have reviewed the annual workplan and cost proposal for this activity. All pre-obligation requirements have been met. I find that the proposed annual workplan is acceptable, and that the budget is realistic and reasonable for the activities and approach proposed by the Contractor.

Printed Name and Title	Signature	Date

TO COR

I have reviewed the Activity Description (AD) for this project and find that it is within the TO Scope of Work. The Total Level of Effort for field support labor is not exceeded with this mission activity. I have reviewed the annual workplan, and cost proposal for this activity. I find that the proposed annual workplan is acceptable, and that the type of labor, amount of labor, travel, subcontracts, and other direct costs are appropriate for the activities and approach proposed by the Contractor.

Printed Name and Title	Signature	Date

ATTACHEMENT 4

SUBCONTRACTING PLAN

USAID SMALL BUSINESS SUBCONTRACTING PLAN TEMPLATE

(Also see Federal Acquisition Regulation 19.704 and 52.219-9)

The U.S. Agency for International Development's Office of Small and Disadvantaged Business Utilization (OSDBU) recommends that offerors use the following format to submit proposed Individual Subcontracting Plans, including modifications. While this template has been designed to be consistent with Federal Acquisition Regulation (FAR) 52.219-9, other formats of a subcontracting plan may be acceptable. However, failure to include the essential information as exemplified in this model may be cause for either a delay in acceptance or the rejection of a bid or offer where the clause is applicable. Further, the use of this template is not intended to waive other requirements that may be applicable under FAR 52.219-9 or that may appear in the Government's solicitation. This template is not intended to replace any existing Corporate/Commercial Plan that is more extensive.

A subcontracting Plan is generally required if the estimated cost of the contract **may exceed \$650,000 (\$1,500,000 for construction) and the contract has subcontracting possibilities.** See FAR 19.702 for exemptions.

SOLICITATION NUMBER: SOL-OAA-14-000032

CONTRACT VEHICLE (CHECK ONE):

STAND-ALONE CONTRACT ___ INDEFINITE QUANTITY CONTRACT (IQC) ___

FEDERAL SUPPLY SCHEDULE ORDER ___ CONTRACT MODIFICATION ___

Note: Federal Acquisition Regulations to not require Subcontracting Plans for Task Orders against IQC contracts. Subcontracting utilization for Task Orders is reported against the base contract for IQC contracts.

DATE OF PLAN SUBMISSION: 09/19/2014

CONTRACTOR: Abt Associates Inc.

ADDRESS: 4550 Montgomery Avenue Suite 800 North

STATE/ZIP CODE: Bethesda, MD 20814-3343

DUNN & BRADSTREET (DUNS) NUMBER: 04-339-7520

ITEM/SERVICE (Description): Submitted under USAID Africa Indoor Residual Spraying (AIRS) 2

NEW/INITIAL CONTRACT

PERIOD OF CONTRACT PERFORMANCE (MM/DD/YYYY – MM/DD/YYYY): 3 year period upon award

Base (if options apply)	\$268,624,768 (estimated)	Performance Period/Quantity <u>3 Years</u>
Option 1:	\$ _____	Performance Period/Quantity _____
Option 2:	\$ _____	Performance Period/Quantity _____
Option 3:	\$ _____	Performance Period/Quantity _____

Option 4: \$ _____ Performance Period/Quantity _____
 \$268,624,768 **Total Contract Cost**

CONTRACT MODIFICATION (if applicable)

NEW PERIOD OF CONTRACT PERFORMANCE (MM/DD/YYYY – MM/DD/YYYY): _____

Original/Base \$ _____ Performance Period/Quantity _____
 Modification \$ _____ Performance Period/Quantity _____
 Task Order \$ _____ Performance Period/Quantity _____
 \$ _____ **Modified Total Contract Cost**

Failure to include the essential information of FAR Subpart 19.7 may be cause for either a delay in acceptance or the rejection of a bid or offer when a subcontracting plan is required. "SUBCONTRACT," as used in this clause, means any agreement (other than one involving an employer-employee relationship) entered into by a Federal Government prime contractor or subcontractor requesting supplies or services required for performance of the contract or subcontract.

If assistance is needed to help locate small business sources, contact the Small Business Specialist (SBS) in OSDBU that supports the applicable USAID Bureau. The main phone number for OSDBU is (202) 567-4730.

USAID’s FY 2012 and FY 2013 Subcontracting Goals are:

Small Business (SB)	23.00%
Service Disabled Veteran Owned Small Business (SDVOSB)	3.00%
Small Disadvantaged Businesses (SDB, includes Section 8(a) firms)	5.00%
Woman-Owned Small Business (WOSB)	5.00%
Historically Underutilized Business Zone Small Business (HUBZone)	3.00%

1. Type of Plan (check one)

Individual plan (all elements developed specifically for this contract and applicable for the full term of this contract).

Master plan (goals developed for this contract) all other elements standardized and approved by a lead agency Federal Official; must be renewed every three years and contractor must provide copy of lead agency approval.

Commercial products/service plan (goals are negotiated with the initial agency on a company-wide basis rather than for individual contracts) this plan applies to the entire production of commercial service or items or a portion thereof. The contractor sells commercial products and services customarily used for non-government purposes. The plan is effective during the offeror’s fiscal year (attach a copy).

2. Goals

Below indicate the dollar and percentage goals for Small Business (SB), Small Disadvantaged (SDB) including Alaska Native Corporations and Indian Tribes, Women-owned and Economically Disadvantaged Women-Owned (WOSB), Historically Underutilized Business Zone (HUBZone), Veteran Owned Small Business (VOSB), Service-Disabled Veteran-Owned (SDVOSB) Small Businesses and "Other than Small Business" (Other) as subcontractors. Indicate the base year and each option year, as specified in FAR 19.704 or project annual subcontracting base and goals under commercial plans. If any contract has more four options, please attach additional sheets which illustrate dollar amounts and percentages. **PLEASE NOTE: Zero dollars is not an acceptable goal for the SB, SDB, WOSB, HUBZone, VOSB or SDVOSB categories since this does not demonstrate a good faith effort throughout the period of performance of the contract.** Formula for below: 2.b. + 2.h. = 2.a.

- a. **Total estimated dollar value of ALL planned subcontracting**, i.e., with ALL types of concerns under this contract is \$8,639,762 (Base Period - if options apply).

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
\$ _____	\$ _____	\$ _____	\$ _____

- b. **Total estimated dollar value and percent of planned subcontracting with SMALL BUSINESSES** (including SDB, WOSB, HUBZone, VOSB and SDVOSB): (% of "a") \$2,470,972 and 28.6% (Base Period - if options apply)

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
\$ _____	\$ _____	\$ _____	\$ _____

- c. Total estimated dollar value and percent of planned subcontracting with **SMALL DISADVANTAGED BUSINESSES**: (% of "a") \$431,988 and 5% (Base Period - if options apply)

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
\$ _____	\$ _____	\$ _____	\$ _____

- d. Total estimated dollar value and percent of planned subcontracting with **WOMEN-OWNED SMALL BUSINESSES**: (% of "a") \$1,157,728 and 13.4% (Base Period - if options apply)

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
\$ _____	\$ _____	\$ _____	\$ _____

- e. Total estimated dollar and percent of planned subcontracting with **HUBZone SMALL BUSINESSES**: (% of "a") \$259,193 and 3% (Base Period - if options apply)

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
\$ _____	\$ _____	\$ _____	\$ _____

- f. Total estimated dollar and percent of planned subcontracting with **VETERAN-OWNED SMALL BUSINESSES**: (% of "a") \$259,193 and 3% (Base Period - if options apply)

FY ___1 st Option	FY ___2 nd Option	FY ___3 rd Option	FY ___4 th Option
------------------------------	------------------------------	------------------------------	------------------------------

\$ _____ \$ _____ \$ _____ \$ _____

- g. Total estimated dollar and percent of planned subcontracting with **SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESSES**: (% of "a") \$259,193 and 3% (Base Period - if options apply)

FY ___1st Option FY ___2nd Option FY ___3rd Option FY ___4th Option
 \$ _____ \$ _____ \$ _____ \$ _____

- h. Total estimated dollar and percent of planned subcontracting with **"OTHER THAN SMALL BUSINESSES"** (As defined by the Small Business Administration as "any entity that is not classified as a U.S. small business. This includes large businesses, state and local governments, non-profit organizations, public utilities, educational institutions and foreign-owned firms.)

- i. (% of "a") \$6,168,790 and 71.4% (Base Period - if options apply)

FY ___1st Option FY ___2nd Option FY ___3rd Option FY ___4th Option
 \$ _____ \$ _____ \$ _____ \$ _____

- i. Provide a description of ALL the products and/or services to be subcontracted under this contract, and indicate the size and type of business supplying them (check all that apply):

Products and/or Services	Other	Small Business	SDB	WOSB	Hubz	VOSB	SDVOSB
1 TBD – (Akros, Inc. pending approval) - coordination, collection, quality control, and analysis of epidemiological data		X		X			
2 Dimagi, Inc. - coordination of mHealth activities		X					
3 EnCompass LLC –Trainings to increase the capacity of country NMCPs/MOH at the national and district-level		X		X			
4 Innovative Vector Control Consortium (IVCC) – DDMS, IQKs, new insecticide product testing, EPI data surveillance	X						
5 TBD Independent Consultant - TBD Technical Services related to AIRS scope of work		X	X				
6 TBD Independent Consultant - TBD Technical Services related to AIRS scope of work		X		X			
7 TBD Independent Consultant - TBD Technical Services related to AIRS scope of work		X			X		
8 TBD Independent Consultant - TBD Technical Services related to AIRS scope of work		X				X	
9 TBD Independent Consultant - TBD Technical Services related to AIRS scope of work		X					X

	Products and/or Services	Other	Small Business	SDB	WOSB	Hubz	VOSB	SDVOSB
10	TBD Vendor – TBD Support Services for AIRS task orders		X	X				
11	TBD Vendor – TBD Support Services for AIRS task orders		X		X			
12	TBD Vendor - TBD Support Services for AIRS task orders		X			X		
13	TBD Vendor - TBD Support Services for AIRS task orders		X				X	
14	TBD Vendor - TBD Support Services for AIRS task orders		X					X

- j. Provide a description of the method used to develop the subcontracting goals for SB, SDB, WOSB, HUBZone and SDVOSB concerns. Address efforts made to ensure that maximum practicable subcontracting opportunities have been made available for those concerns and explain the method used to identify potential sources for solicitation purposes. Explain the method and state the quantitative basis (in dollars) used to establish the percentage goals. Also, explain how the areas to be subcontracted to SB, WOSB, HUBZone, VOSB and SDVOSB concerns were determined, how the capabilities of these concerns were considered contract opportunities and how such data comports with the cost proposal. Identify any source lists or other resources used in the determination process. (Attach additional sheets, if necessary.)

Abt Associates' methods for developing the small business subcontracting goals come from active recruitment and direct experience with this type or similar type project. This gives us insight into what can be reasonably subcontracted to small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns in this industry; what goals are realistically achievable; and what expertise is required to find a qualified small business firm for a particular service or product.

The Abt Associates' corporate approach generally comprises:

- extensive review of expertise required to determine small business possibilities;
- identifying selected tasks which could be subcontracted directly to small business concerns or tasks that lend themselves to project specific staff augmentation;
- reviewing services and/or materials estimates to equate accurate dollar values to services planned from small business firms;
- reviewing Abt Associate's small business utilization programs and results to identify areas of success and lessons learned; and
- utilizing other Abt Associates resources for additional information on potential candidates.

- k. Indirect costs have ____ have not __X__ been included in the dollar and percentage subcontracting goals above (check one).

- I. If indirect costs have been included, explain the method used to determine the proportionate share of such costs to be allocated as subcontracts to SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns:
-

3. Subcontracting Program Administrator:

NAME: [REDACTED]
TITLE: [REDACTED]
ADDRESS: 55 Wheeler Street, Cambridge, MA 02138
TELEPHONE: [REDACTED]
E-MAIL: [REDACTED]

Duties: Does the individual named above have general overall responsibility for the company's subcontracting program, i.e., developing, preparing, and executing subcontracting plans and monitoring performance relative to the requirements of those subcontracting plans and perform the following duties? ___yes ___X___no (If NO is checked, please identify who in the company performs those duties, or indicate why the duties are not performed in your company on a separate sheet of paper and submits with the proposed subcontracting plan.)

- a. Developing and promoting company-wide policy initiatives that demonstrate the company's support for awarding contracts and subcontracts to SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns; and for assuring that these concerns are included on the source lists for solicitations for products and services they are capable of providing; ___yes ___X___no
This is a shared responsibility between the Procurement organization and the Technical Leads within Abt Associates' business divisions.
- b. Developing and maintaining bidder source lists of SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns from all possible sources; ___X___yes ___ no
- c. Ensuring periodic rotation of potential subcontractors on bidder's lists; ___ yes ___X___ no
All potential subcontractors are reflected on the bidder's lists.
- d. Assuring that SB, SDB, WOSB, HUBZone, VOSB and SDVOSB businesses are included on the bidders' list for every subcontract solicitation for products and services that they are capable of providing. ___ yes ___X___ no
This is the shared responsibility between the Purchasing unit and the Subcontracts unit, with oversight from the Director of Procurement.
- e. Ensuring that Requests for Proposals (RFPs) are designed to permit the maximum practicable participation of SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns. ___ yes ___X___ no
This is a shared responsibility between the Procurement organization and the Technical Leads within Abt Associates' business divisions.
- f. Reviewing subcontract solicitations to remove statements, clauses, etc., which might tend to restrict or prohibit small, 8(a), SDB, WOSB, HUBZone, VOSB and SDVOSB small business participation. ___ yes ___X___ no

This is a shared responsibility between the Procurement organization and the Technical Leads within Abt Associates' business divisions.

- g. Accessing various sources for the identification of SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns to include SBA's Dynamic Small Business Search web page (http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm) and/or the System for Awards Management (www.sam.gov), local small business and minority associations, local chambers of commerce and Federal agencies' Small Business Offices; yes no
- h. Establishing and maintaining contract and subcontract award records; yes no
- i. Participating in Business Opportunity Workshops, Minority Business Enterprise Seminars, Trade Fairs, Procurement Conferences, etc.; yes no
- j. Ensuring that SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns are made aware of subcontracting opportunities and assisting concerns in preparing responsive bids to the company; yes no

This is a shared responsibility between the Procurement organization and the Technical Leads within Abt Associates' business divisions.

- k. Conducting or arranging for the conduct of training for purchasing personnel regarding the intent and impact of Section 8(d) of the Small Business Act, as amended; yes no
This is the responsibility of the Procurement unit within the Contract Operations Department.

- l. Monitoring the company's subcontracting program performance and making any adjustments necessary to achieve the subcontract plan goals; yes no

This is a shared responsibility between the Procurement organization, the Small Business Program Manager and the Senior Management within Abt Associates' business divisions.

- m. Preparing and submitting timely, required subcontract reports; yes no
- n. Conducting or arranging training for purchasing personnel regarding the intent and impact of 8(d) of the Small Business Act on purchasing procedures; yes no
The Subcontracts unit within Procurement would conduct such training.
- o. Coordinating the company's activities during the conduct of compliance reviews by Federal agencies; and yes no
The Vice President of Contract Operations

- p. Other duties: _____

4. Equitable Opportunity

Describe efforts the offeror will undertake to ensure that SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns will have an equitable opportunity to compete for subcontracts. These efforts include, but are not limited to, the following activities:

- a. Outreach efforts to obtain sources:
 - 1. Contact minority and small business trade associations
 - 2. Contact business development organizations and local chambers of commerce
 - 3. Attend SB, SDB, WOSB, HUBZone, VOSB and SDVOSB procurement conferences and trade fairs

4. Review sources from the Dynamic Small Business Search web page (http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm)
5. Review sources from the System for Award Management web page (www.sam.gov)

Additional efforts: _____

b. Internal efforts to guide and encourage purchasing personnel:

1. Conduct workshops, seminars and training programs;
2. Establish, maintain, and utilize SB, SDB, WOSB, HUBZone, VOSB and SDVOSB source lists, guides, and other data for soliciting subcontractors; and
3. Monitor activities to evaluate compliance with the subcontracting plan.

Additional efforts: _____

5. Flow-Down Clause

The contractor agrees to include the provisions under FAR 52.219-8, "Utilization of Small Business Concerns," in all acquisitions exceeding the simplified acquisition threshold that offers further subcontracting opportunities. All subcontractors (except small business concerns) that receive subcontracts in excess of \$650,000 (\$1,500,000 for construction) must adopt and comply with a plan similar to the plan required by FAR 52.219-9, "Small Business Subcontracting Plan." [Note: In accordance with FAR 52.212-5(e), the contractor is not required to include flow-down the clause if it is subcontracting commercial items.]

6. Reporting and Cooperation

The contractor gives assurance that it will

- i. Cooperation in any studies or surveys that may be required;
- ii. Submit periodic reports which illustrate compliance with the subcontracting plan
- iii. Submit its Individual Subcontracting Report (ISR) and Summary Subcontract Report (SSR); via the **Electronic Subcontracting Reporting System (eSRS) website** (www.esrs.gov)
- iv. Ensure that its subcontractors with subcontracting plans agree to submit the ISR and/or the SSR using eSRS

Reporting Period	Report Due	Due Date
Oct 1 - Mar 31	ISR	4/30
Apr 1 - Sept 30	ISR	10/30
Oct 1 - Sept 30	SSR	10/30

Oct 1 – Sep 30	Year End SDB Report	90 days of SSR submission
Contract Completion	Final ISR	30 days after completion

Please refer to FAR Part 19.7 for instruction concerning the submission of a Commercial Plan: SSR is due on 10/30 each year for the previous fiscal year ending 9/30. Reports are required when due, regardless of whether there has been any subcontracting activity since the inception of the contract or the previous reporting period.

The eSRS reporting for USAID IQC contracts must include the applicable information for each task order issued under the IQC contract. Contractors should include a statement in the remarks section of eSRS to indicate the task order number and dollars awarded via the task order.

7. Description of Record Types (Ref: FAR 52.219-9(d)(11))

In order to demonstrate your firm's adherence to the requirement to maintain records that reflect your compliance with requirements and goals in the plan, describe your firm's records maintenance procedures for locating each category of small business for use as a subcontractor:

The following types of records are maintained at Abt Associates to ensure compliance with the requirements and goals in the plan. These records include source selection decision lists, a description of Abt Associates efforts to locate small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns, and award subcontracts to them. The records (maintained on a corporate or by contract basis) also include the following:

1. Source lists (e.g., SAM and on-line Partner Registry), guides, and other data that identify small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns.
2. Organizations contacted in an attempt to locate sources that are small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns.
3. Records on each solicitation resulting in an award over \$150,000 indicating --
 - A. Whether small business concerns (including ANC and Indian Tribes) were solicited and if not, why not;
 - B. Whether veteran or service disabled veteran owned small business concerns were solicited and if not, why not;
 - C. Whether HUBZone small business concerns were solicited and if not, why not;
 - D. Whether small disadvantaged business concerns (including ANC and Indian Tribes) were solicited and if not, why not;
 - E. Whether women-owned small business concerns were solicited and if not, why not;
 - F. If applicable, the reason award was not made to a small business concern.
4. Records of any outreach efforts to contact --

- A. Trade associations;
- B. Business development organizations; and
- C. Conferences and trade fairs to locate small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns.

5. Records of internal guidance and encouragement provided to buyers through --

- A. Workshops, seminars, training, etc.; and
- B. Monitoring performance to evaluate compliance with the program requirements.

On a contract-by-contract basis, records to support subcontract award data submitted by Abt Associates to the Government, including the name, address and business size of each subcontractor, as well as practice and overall company participation histograms

8. Description of Good Faith Effort

Maximum practicable utilization of SB, SDB, WOSB, HUBZone, VOSB and SDVOSB concerns as subcontractors in Government contracts is a matter of national interest with both social and economic benefits. When a contractor fails to make a good faith effort to comply with a subcontracting plan, these objectives are not achieved and 15 U.S.C. 637(d) (4) (F) directs that liquidated damages shall be paid by the contractor. Describe your firm's commitment to making a good faith effort towards the subcontracting goals.

In order to effectively implement this plan to the extent consistent with efficient contract performance, Abt Associates shall perform the following functions:

1. Assist small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Reasonable efforts shall be made to give all such concerns an opportunity to compete over a period of time.
2. Provide adequate and timely consideration of the potentialities of small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns in all "make-or-buy" decisions.
3. Counsel and discuss subcontracting opportunities with representatives of small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns.
4. Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as small business (including ANC and Indian Tribes), veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, HBCU/MI, small disadvantaged business (including ANC and Indian Tribes), and women-owned small business concerns for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Abt Associates subcontracting plan.
5. Confirm that a subcontractor representing itself as a HUBZone small business concern is identified as a certified HUBZone small business concern by accessing the Systems Award Management (SAM) database or by contacting SBA.

6. Prior compliance of the offeror with other such subcontracting plans under previous contracts will be considered by the Contracting Officer in determining the responsibility of the offeror for award of the contract.
7. A contract may have no more than one plan. When a modification meets the criteria in 19.702 for a plan, or an option is exercised, the goals associated with the modification or option shall be added to those in the existing subcontract plan.

For all competitive subcontracts over the simplified acquisition threshold in which a small business concern received a small business preference, upon determination of the successful subcontract offeror, the Contractor must inform each unsuccessful small business subcontract offeror in writing of the name and location of the apparent successful offeror prior to award of the contract.

Required Signatures:

This subcontracting plan was submitted by:

Signature:



Typed/Print Name:



Title:



Date:

September 19, 2014

This plan was reviewed and approved by:

Signature:

Typed/Print Name:

Title:

Contracting Officer

Date:
