

STATEMENT OF WORK FOR
STANDARD AUTOMOTIVE TOOL SET (SATS)
PUBLICATION REQUIREMENTS

1. PURPOSE: This Statement Of Work (SOW) is applicable to publication requirements that the contractor shall be responsible for when producing SATS in accordance with DFP 420. The SATS shall utilize a system manual supplemented with Commercial Off The Shelf (COTS) manuals and literature.

2. APPLICABLE DOCUMENTS: This document shall be used in conjunction with MIL-STD-40051B, Standard Practice, Technical Manual Preparation (available at <http://www.logsa.army.mil/pubs.htm>), Table A-1 of MIL-STD-40051B (encl 1), Instructions for Requisitioning Parts from Commercial Sources (encl 2), example parts list order form (encl 3), and additional guidance concerning Maintenance Allocation Charts (encl 4).

3. REQUIREMENTS:

3.1. SYSTEM MANUAL: The contractor shall provide a comprehensive system manual for the SATS. If a component of the system is provided to the contractor as Government Furnished Equipment (GFE), the Technical Manual does not need to address that component as that component shall have an already approved Army Technical Manual. However, any modifications to that component as far as additional wiring, the drilling of mounting holes, etc, shall be addressed within the contractor's prepared Technical Manual in accordance with this SOW. The system manual shall be prepared in accordance with (IAW) MIL-STD-40051B and this SOW. Detailed requirements are annotated in Table A.1 taken from MIL-STD-40051B for a "-13&P" type manual (encl 1). The Government shall furnish the Technical Manual(TM) Number designator to the contractor prior to the final TM delivery and that TM Number shall be reflected in the system manual. The system name for the system's manual shall be "STANDARD AUTOMOTIVE TOOL SET".

3.1.1. The system manual shall be prepared in the English language. Illustrations and/or pictures within the system manual shall not contain civilian personnel. The system manual shall be in black and white. Two copies of the finalized system manual will be overpacked with each SATS.

3.1.2. PARTS LIST: In addition to the requirements in MIL-STD-40051 concerning the parts list, the following shall also apply.

3.1.2.1. The parts list shall be broken into 2 sections. Section 1 shall be called "SPARE AND REPAIR PARTS" and it shall contain the necessary spares and repairs to support the SATS. Section 2 shall be called "CONSUMABLES" and it shall contain all the consumables on board with the SATS.

3.1.2.2. All parts list within the system manual shall contain a column designated "NSN" which shall be left blank until the Government furnishes the required NSNs during subsequent manual reviews. Column shall be designed to accommodate 16 characters.

3.1.2.3. PARTS LIST ORDER FORM: Within the system manual immediately following the parts list, the contractor shall provide a qty of 5 duplicate order forms that users may utilize when ordering parts. The order form shall allow users to provide the necessary information to allow contractors to ship parts to locations both within and outside of the United States. An example Parts Order Form is provided that may be modified and utilized for the contractor's system manual (Encl 3). Procedures that contractor's shall utilize to ship upon receiving this filled out form shall be covered by a separate SOW for Supply Support. Required info on the order form shall include the following at a minimum:

Name
Organization
Address
DODAAC
Priority
Required Delivery Data (RDD)
Customer Document Number
Shipping Information (CONUS/OCONUS)
Credit Card Name
Credit Card Number
Part Number/Parts List Number
Quantity
Description of item
Point Of Contact
Phone Number
E-mail (optional)

3.1.2.4. INSTRUCTIONS FOR REQUISITIONING PARTS FROM COMMERCIAL SOURCES: Immediately following the PART ORDER FORMS as required in 3.1.2.3 of this SOW, the contractor shall insert the Instructions For Requisitioning Parts From Commercial Sources page (encl 2) to allow another method for users to order parts.

3.1.4. SYSTEM MANUAL DELIVERY: The system manual shall be delivered at several times during the course of the contract with the intent to correct, update and finalize prior to full scale production and to ensure it meets the user's requirements. The following delivery schedule and requirements shall be adhered to meet this requirement.

3.1.4.1. USER EVALUATION DELIVERY: The contractor shall provide 2 readable and complete draft hard copies of the system manual to the Procuring Contracting Officer (PCO) 1 week prior to completion of the 1st unit produced. The contract shall also have on hand 2 readable copies of that system manual with that 1st unit. A user evaluation shall occur at the contractor's facility within 2 weeks after completion of the 1st unit. Combat Developer representatives from the Government shall attend the user evaluation. During the user evaluation, the contractor shall demonstrate the capabilities of the 1st unit and shall utilize its prepared draft systems manual in the set up, operation, and shut down of the system. No Government civilians or military personnel shall be allowed to operate or utilize the system. Purpose of the user evaluation shall be to demonstrate the system meets the user requirements and that the system manual correctly depicts the system, its components, and its operational procedures. The Government and contractor representatives shall both identify any errors with the system manual during the user evaluation. The contractor shall bear the responsibility to document all required changes found by both the contractor and the Government representatives as a result of the user evaluation. After completion of the user evaluation, but prior to the Government representatives departing the contractor's facility, the contractor and Government representatives shall review and concur in the documented list of changes compiled by the contractor. That document shall be furnished to the PCO within 2 days after completion of the user evaluation. In addition and utilizing that above document, the contractor shall make all necessary and agreed upon changes to the system manual at no additional cost to the Government.

3.1.4.2. TESTING DELIVERY: Based on the user evaluation, the contractor shall provide 2 updated complete draft copies of the system manual to the PCO 1 week prior to start of testing. The contractor shall also overpack 2 of those draft copies with the system for use during testing. Testing personnel shall utilize the draft system manual during testing for set up, operation, shut down, towing, and any necessary troubleshooting. The Government and contractor personnel attending and performing

test shall identify any errors with the system manual during test. The contractor shall bear the responsibility to document all required changes as a result of the test. Upon completion of testing, the contractor and Government personnel in attendance shall review and concur in the documented list of changes compiled by the contractor. That document shall be furnished to the PCO within 2 days after completion of all testing. In addition, the contractor shall make all necessary and agreed upon changes to the system manual at no additional cost to the Government utilizing the documented list of changes.

3.1.4.3. LOGISTICS DEMONSTRATION (LOG DEMO) DELIVERY: Based on the changes as a result of testing, the contractor shall provide 2 further updated draft copies of the system manual to the PCO 1 week prior to start of the Log Demo. The Log Demo shall be conducted at the contractor's facility within 2 weeks after receipt of the Test Report provided the system has a safety release provided by the Government. The Log Demo shall be attended by Government Combat Developer representatives and will be conducted to verify the system can be safely and effectively set up/open up, utilize, shut down/close up, towed, and fault isolated by Government Combat Developer personnel utilizing the draft system manual. The Log Demo shall consist of at least the following and shall utilize the draft system manual for procedure/verification:

- a. Safety/Warning cautions
- b. Set Up for operation.
- c. Performing a portion of the operation and maintenance procedures as determined by the Combat Developer.
- d. Fault isolation and troubleshooting. The contractor shall insert a minimum of 5 faults to the SATS system to confirm system manual troubleshooting procedures.
- e. Shut down
- f. Preparation for towing by a prime mover.

Combat Developer representatives reserve the right to request any additional system demonstrations to verify the manual is adequate. The Government and contractor personnel shall identify any errors found during the Log Demo. The contractor shall bear the responsibility to document all changes necessary as a result of the Log Demo. After completion of the Log Demo, but prior to the Government representatives departing the contractor's facility, the contractor and Government representatives shall review and concur in the documented list of changes compiled by the contractor. That document shall be furnished to the PCO within 2 days after completion of the Log

Demo. In addition and utilizing that above document, the contractor shall make all necessary and agreed upon changes to the system manual at no additional cost to the Government.

3.1.4.4. FINAL TM VERIFICATION DELIVERY: Upon conclusion of the Log Demo, the contractor shall furnish 2 finalized hard copies of the system manual to the PCO within 2 weeks after Log Demo completion. The Government has 45 days from receipt of those hard copies to verify the manual for adequacy. Government will staff this finalized copy with the Combat Developer representatives. The Government shall furnish any additional errors/omissions discovered to the contractor within that 45day period. Upon conclusion of that 45 day period and once all the final changes, if any, are identified and provided to the contractor, the contractor has 2 weeks to provide the final system manual to the PCO at no additional cost to the Government. Delivery of the final system manual shall be in two forms. Ten paper hard copies shall be provided as well as a digital version in Microsoft Word on a CD-ROM disk. Upon final delivery of the above, the Government assumes full control of the system manual and shall bear the responsibility to duplicate and provide copies as necessary to the contractor for overpack into the SATS system.

3.2. COMMERCIAL OFF THE SHELF (COTS) MANUALS AND LITERATURE: The contractor shall bear the responsibility to provide 2 hard copies of all commercially available COTS manuals and literature for all SATS components to the PCO 1 week prior to completion of the 1st unit produced. In addition, 2 copies of all COTS manuals and literature shall be provided with the system(s) used during user evaluation, Testing, and Log Demo. COTS manuals and literature shall be verified by Government Combat Developer Representatives to insure all operator and maintenance tasks are adequately covered. Verifications shall take place during the user evaluation and log demo phases. The contractor shall bear the responsibility to document required changes and coordinate with its subcontractors to make modifications to all COTS manuals and literature to insure all operator and maintenance tasks are adequately covered and so that Combat Developers concur in their adequacy. Two copies of those finalized and approved COTS manuals and literature shall be provided to the PCO at the same time and along with the finalized system manual as required in 3.1.4.4. of this SOW. For production, the contractor shall overpack 2 copies of all finalized and approved COTS manuals and literature with each SATS produced. COTS manuals and literature include but are not limited to, operator manuals, technical manuals, schematics, instruction sheets,

parts lists, and spare/repair parts ordering information. Examples of items that normally have commercial literature include wheel machines, multimeters, etc. The contractor shall bear the responsibility to gain all COTS manuals and literature from its subcontractors. All COTS manuals and literature shall be packed along with the system manual in one location in the SATS and in a manner to prevent damage from the SATS intended outdoor environmental extremes.

3.3. COPYRIGHT RELEASE: Copyright release letters shall be provided to the PCO 1 week prior to the completion of the 1st unit produced for the system manual developed by the contractor in support of the SATS and for all COTS manuals and literature from subcontractors that will be overpacked with the SATS. The signed copyright release letters shall give the Government and contractor the unconditional right to reproduce and use any copyrighted information, including that for subcontractor components and parts, included for use with the SATS.

4.0. QUALITY ASSURANCE PROVISIONS:

4.1. Unless otherwise specified in the contract, the contractor is responsible for the performance of quality inspections/reviews to ensure the requirements of paragraph 3 of this SOW are met. The Government reserves the right to witness/perform any quality inspection/review to assure the system manuals and COTS manuals and literature conform to prescribed requirements.

4.2. Failure to fulfill requirements of paragraph 3 shall be cause for rejection of any or all of the deliverables required from this SOW.

5.0. PACKAGING

5.1. All deliverables required in this SOW shall be packaged utilizing best commercial practice provided they meet the requirements of this SOW.

5.2. Deliverables to the PCO shall be sent via a method determined by the contractor provided that method insures delivery in accordance with this SOW's requirements.

5.3. Deliverables overpacked with each SATS system shall be packaged/stored within the SATS system and in a manner to

prevent damage as a result the system being stored in an outside environment.

6.0. NOTES: The following information is general in nature and is not mandatory in this SOW but only to provide additional information.

6.1. INTENDED USE: The intent of this SOW is to obtain a system manual in Army Technical Manual Format and Commercial Off The Shelf (COTS) manuals/literature for the Standard Automotive Tool Sets (SATS). Resultant TM shall be DA authenticated as required by regulation. While not a mandatory requirement, contractor's may utilize MIL-HDBK-1222B (available at <http://www.logsa.army.mil/pubs.htm>) as guidance in assisting in TM development/work packages.

6.2. SOW BASIS: This SOW was written to fulfill Combat Developer support requirements as stated in the Operational Requirements Document.

6.3. SATS. Standard Automotive Tool Sets

6.4. DFP 420. Description For Purchase (DFP) 420 is the document that will be utilized to procure a contractor developed SATS. It was prepared by Army Research Development and Engineering Center (ARDEC) at the Rock Island Arsenal site.

6.5. TM: Technical Manual (TM). The system manual prepared IAW this SOW shall be called a TM and it shall have a TM number assigned to it.

6.6. The PCO will have a separate CLIN for publications with this SOW stated so that the cost of publications does not become a "hidden" cost.