UNCLASSIFIED

DEPARTMENT OF THE NAVY

Quality Assurance Surveillance Plan (QASP)

For

USS MUSTIN (DDG 89)
6J1 Surface Incremental Availability

Solicitation: N6264926RA056
Attachment VII

1. Purpose

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

2. Government Roles and Responsibilities

The following personnel shall oversee and coordinate surveillance activities:

a. Administrative Contracting Officer (ACO) – The ACO shall assure performance of all necessary actions for effective contracting, ensure compliance with the contract terms, and shall safeguard the interests of the United States in the contractual relationship. The ACO shall also assure the contractor receives impartial, fair, and equitable treatment under this contract. The ACO is ultimately responsible for the final determination of the adequacy of the contractor's performance.

b. Project Manager (PM) / Contracting Officer Representative (COR) – The PM/COR is responsible for technical administration of the contract and shall assure proper Government surveillance of the contractor's performance. The PM/COR shall keep a quality assurance file. The PM/COR is not empowered to make any contractual commitments or to authorize any contractual changes on the Government's behalf.

3. Performance Standards

The performance and acceptable quality level standards are listed in Enclosure (1). The Government shall use these standards to assess contractor performance.

4. Methods of Surveillance

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

a. Direct Observation: The ACO and/or PM/COR will provide on-site oversight to assure the Contractor is adequately performing to the contract specifications.

b. Verification of documentation/deliverables provided by Contractor: Government review and assessment of deliverables (timely submission, accuracy, and completeness) and performance will be accomplished in accordance with the contract/order.

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

5. Evaluation Ratings

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

6. Documenting Performance

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

7. Frequency of Measurement

Frequency of Measurement. The frequency of measurement for deliverables is defined in the contract/order. The contractor's performance will be continuously monitored. The Government will periodically analyze whether the frequency of surveillance is appropriate for the work being performed.

Enclosure (1): Performance Standards & Acceptable Quality Levels

A) Deliverable/ Assessment Area	B) Performance / Acceptable Quality Level Requirement
1. Schedule and Associated Reports per NAVSEA Standard Item (NSI) 009-60	a) The Contractor is required to submit the following reports (hereinafter referred to as deliverables), in accordance with the schedule requirements stated in NSI 009-60 Tables 2 and 3 to support the milestones identified in Section F of the Contract: 1. Initial Integrated Production Schedule (IPS) 2. Schedule of Record 3. Weekly IPS 4. 25 Percent Conference Support 5. 50 Percent Conference Support 6. 75 Percent Conference Support b) Deliverables shall be provided in accordance with the content and format requirements stated in NSI 009-60. Notes: i. If the Government does not provide schedules/information for Alteration Installation Team, Government-Contracted Third Party Maintenance Providers, Ship's Force, Commercial Industrial Services, Fleet Maintenance Activity, or other schedules/information not known to the contractor, the contractor shall provide the schedule and associated reports (including the IPS) in the required timeframes to include all information known to the contractor up to 7 days prior to the date of required submission. ii. Should the supervisor and the contractor disagree as to whether an element within NSI 009-60 is objectively required or discretionary, the supervisor will provide direction and/or clarification, which will take effect on the next required submission of the NSI 009-60 deliverable. iii. Rejection or acceptance of a NSI 009-60 deliverable will be determined on whether: a. The deliverable provided conforms to the schedule, content and format requirements in NSI 009-60; and b. The deliverable provided conforms to the Supervisor's direction and/or clarification of any disputed objective/discretionary elements.

Enclosure (1): Performance Standards & Acceptable Quality Levels

2. Corrective Action Requests (CARs)	a) The Contractor shall respond to Method C and Method D CARs by the required response date in each respective CAR. b) The Contractor's response/resolution to a Method C or Method D CAR is complete and adequate.
3. Accuracy of Condition Found Reports (CFRs)	a) CFRs shall be submitted via hard copy or approved electronic media to SRF-JRMC after discovery of the condition and at a minimum, contain the information required by Section C Paragraph C-3.1 of the contract/order and NSI 009-01.
4. Letters of Concern (LOCs) and Letters of Direction (LODs)	a) The Contractor shall respond to LOCs and LODs issued by the ACO for failure to meet a requirement of the contract/order by the required response date identified in each respective LOC or LOD. b) The Contractor's response/resolution to a LOC or LOD issued by the ACO for failure to meet a requirement of the contract/order is complete and adequate.
5. Cure Notices and Show Cause Notices	a) In accordance with FAR 49.402-3Procedure for default, the Contractor shall respond to cure notices and show cause notices by the required response date identified in each respective notice. b) The Contractor's response/resolution to a cure notice or show cause notice is complete and adequate.