



**A-E CONTRACT FILE INDEX (Proponent: NGB-AQP)**

CONTRACT NO.	PERFORMANCE PERIOD:
CONTRACTOR:	CONTRACTOR POC:
BUSINESS ADDRESS (STREET, COUNTY, STATE, ZIP CODE)	TELEPHONE:
	FAX:
VENDOR CODE:	CEC CODE:
	CAGE CODE:

TAB NO.	SECTION	CK IF INCL	TAB NO.	SECTION	CK IF INCL
<b>A</b>	<b>PRE NEGOTIATION DOCUMENTS</b>		<b>E</b>	<b>CONTRACT ADMINISTRATION</b>	
A-1	PB/SOW/APPROVAL RELATED DOCUMENTS	<input type="checkbox"/>	E-1	APPOINTMENT OF COR/OTHER ADMIN. DELEGATIONS	<input type="checkbox"/>
A-2	FUNDING DOCUMENT & (AF FORM 9/DA 3953)	<input type="checkbox"/>	E-2	DELINQUENCY DOCUMENT ACTIONS/ RESPONSES, (CURE NOTICES, SHOW CAUSE NOTICES, CONTRACTORS RESPONSES ETC)	<input type="checkbox"/>
A-3	CRITERIA FOR EVALUATION OF WORK	<input type="checkbox"/>	E-3	TERMINATION OF CONTRACT FOR DEFAULT	<input type="checkbox"/>
A-4	SMALL-BUSINESS COORDINATION RECORD/ 8(a) CORRESPONDENCE/DD FORM 2579	<input type="checkbox"/>	E-4	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
A-5	ADVANCE ACQUISITION PLAN	<input type="checkbox"/>	<b>F</b>	<b>SUBMITTALS</b>	
A-6	SYNOPSIS	<input type="checkbox"/>	F-1	TYPE A CONCEPT DEVELOPMENT MEETING	<input type="checkbox"/>
A-7	APPOINTMENT OF PRE & FINAL SELECTION BOARD MEMBERS/APPOINTMENT ORDERS	<input type="checkbox"/>	a.	MEETING MINUTES	<input type="checkbox"/>
A-8	COMPLETE PRESELECTION BOARD MINUTES WITH MEMBERS VOTING RECORDS	<input type="checkbox"/>	b.	APPROVALS	<input type="checkbox"/>
A-9	COMPLETE FINAL SELECTION BOARD MINUTES MEMBERS VOTING RECORDS	<input type="checkbox"/>	c.		<input type="checkbox"/>
A-10	A-E SELECTION PROCESS REVIEW BY CONTRACTING OFFICER AND ANGR/CEE	<input type="checkbox"/>	d.		<input type="checkbox"/>
A-11	SOLICITATION/LEGAL REVIEW AND APPROVALS	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
A-12	RELEASED A-E SELECTION INFORMATION	<input type="checkbox"/>	F-2	TYPE A CONCEPT	<input type="checkbox"/>
A-13	A-E SELECTION NOTIFICATION	<input type="checkbox"/>	a.	SUBMITTAL	<input type="checkbox"/>
A-14	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>	b.	TECH REVIEW BCE/FMO	<input type="checkbox"/>
<b>B</b>	<b>PRE-AWARD DOCUMENTS</b>		c.	TECH REVIEW ANGR/CEE	<input type="checkbox"/>
B-1	DETERMINATION OF CONTRACTOR RESPONSIBILITY/NONRESPONSIBILITY	<input type="checkbox"/>	d.	REVIEW OF TECH COMMENTS WITH A-E	<input type="checkbox"/>
B-2	CRITERIA REVIEW CONFERENCE	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
B-3	INITIAL GOVERNMENT ESTIMATE AND REVISED GOVERNMENT ESTIMATE	<input type="checkbox"/>	F-3	TYPE B CONCEPT	<input type="checkbox"/>
B-4	REQUEST FOR PROPOSAL	<input type="checkbox"/>	a.	MEETING MINUTES	<input type="checkbox"/>
B-5	A-E INITIAL AND REVISED PROPOSAL	<input type="checkbox"/>	b.	APPROVALS	<input type="checkbox"/>
B-6	PRE/POST BUSINESS CLEARANCE MEMORANDUM (BCM) AND PRICE NEGOTIATION MEMORANDUM	<input type="checkbox"/>	c.		<input type="checkbox"/>
B-7	NOTIFICATION OF CONTRACT AWARD/ CONGRESSIONAL NOTIFICATION	<input type="checkbox"/>	d.		<input type="checkbox"/>
B-8	CO's PROCUREMENT INTEGRITY CERTIFICATION	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
B-9	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>	F-4	TYPE B - PRE-FINAL	<input type="checkbox"/>
<b>C</b>	<b>CONTRACT DOCUMENTS</b>		a.	SUBMITTAL	<input type="checkbox"/>
C-1	CONTRACT	<input type="checkbox"/>	b.	TECH REVIEW BCE/FMO	<input type="checkbox"/>
C-2	MODIFICATIONS - (PURCHASE REQUEST/COST ESTIMATE/ RECORD OF NEGOTIATIONS/ CONTRACTOR'S PROCUREMENT INTEGRITY	<input type="checkbox"/>	c.	TECH REVIEW ANGR/CEE APPROVAL	<input type="checkbox"/>
C-3	CO's PROCUREMENT INTEGRITY CERTIFICATION FOR MODIFICATIONS	<input type="checkbox"/>	d.	REVIEW OF TECH COMMENTS WITH A-E	<input type="checkbox"/>
C-4	DISTRIBUTION OF CONTRACT/MODIFICATIONS	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
C-5	LEGAL REVIEW AND APPROVALS	<input type="checkbox"/>	F-5	TYPE B -FINAL	<input type="checkbox"/>
C-6	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>	a.	SUBMITTAL	<input type="checkbox"/>
<b>D</b>	<b>POST AWARD DOCUMENTS</b>		b.	TECH REVIEW BCE/FMO	<input type="checkbox"/>
D-1	SYNOPSIS OF AWARD	<input type="checkbox"/>	c.	TECH REVIEW ANGR/CEE APPROVAL	<input type="checkbox"/>
D-2	DD FORM 350	<input type="checkbox"/>	d.	REVIEW OF TECH COMMENTS WITH A-E	<input type="checkbox"/>
D-3	INSURANCE CERTIFICATION	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
D-4	NOTICE TO PROCEED	<input type="checkbox"/>	F-6	CODE AND CRITERIA REVIEW (OPTION 2)	<input type="checkbox"/>
D-5	COPIES OF D.O. (INDEFINITE DELIVERY)	<input type="checkbox"/>	a.	MEETING MINUTES	<input type="checkbox"/>
a.	AF FORM 9/DA FORM 3953	<input type="checkbox"/>	b.	APPROVALS	<input type="checkbox"/>
b.	STATEMENT OF WORK	<input type="checkbox"/>	c.		<input type="checkbox"/>
c.	A-E FEE PROPOSAL	<input type="checkbox"/>	d.		<input type="checkbox"/>
d.	PRICE NEGOTIATION MEMORANDUM	<input type="checkbox"/>	e.	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>
D-6	MISCELLANEOUS CORRESPONDENCE	<input type="checkbox"/>	<b>G</b>	<b>PERFORMANCE AND PAYMENTS</b>	
			G-1	PROGRESS PAY/INVOICES/PAY VOUCHERS	<input type="checkbox"/>
			G-2	COMPLETION STATEMENT FROM BCE	<input type="checkbox"/>
			G-3	RELEASE OF CLAIMS	<input type="checkbox"/>
			G-4	FINAL PAYMENT CHECKLIST	<input type="checkbox"/>
			G-5	A-E PERFORMANCE EVALUATION	<input type="checkbox"/>
			G-6	CONTRACT FILE CLOSEOUT	<input type="checkbox"/>
			<b>H</b>	<b>INSPECTION - TYPE C SERVICES</b>	
			H-1	A-E PROGRESS REPORTS	<input type="checkbox"/>
			H-2	A-E CONSTRUCTION INSPECTION RECORD	<input type="checkbox"/>
			H-3	AS-BUILT DRAWINGS SUBMITTAL	<input type="checkbox"/>
			H-4	LIST OF GOV MATERIAL FURNISHED TO A-E	<input type="checkbox"/>