

CONTRACT ORGANIZATION AND FILE CONTENT LIST- MODIFICATION		Contractor
Contracting Officer		Contract Number:

Tab	Item	Y	N	N/A
1	PROCUREMENT REQUEST (T3.2.1)			
	a. Independent Government Cost Estimate (T3.2.1)			
	b. CFO Review of PR if more than \$10M or when the Mod increases the value of the overall contract to over \$10M (T3.2.1.4)			
	c. CIO Review if more than \$250,000 and is for information resources (T3.2.1)			
	d. Justification for modification (T3.10.1)			
	e. Statement of Work			
2	Classified Security Requirements and Documentation of Coordination with Security Staff (AMS 3.14 and T3.14.1)			
3	Information, Personnel, and Physical Security as it related to suitability requirements and coordination (AMS 3.14 and T3.14.1)			
	Contractor Position Risk Sensitivity Designation Level Record (FAA Form 1600.77)			
4	Support documentation for exercise of option			
5	Option Exercise Notification			
6	Request for Proposal			
7	Offeror's Cost/Price Proposal			
	Offeror's Technical Proposal			
8	Request for Technical Evaluation			
9	Evaluation of Proposal (AMS 3.2.2.3.1.2.3 & T3.2.3)			
10	DCAA Field/Audit Reports (AMS 3.2.3.2 & T3.2.3)			
11	Equal Employment Opportunity Compliance Review (AMS 3.6.2.1 & T3.6.2)			
12	Wage Determinations (T3.6.2 DB, T3.8.2 SCA)			
13	Subcontracting Plan- Mods exceeding \$1M Construction/\$500K other (T3.6.1)			
14	Legal Review (T1.15)			
15	Award Decision Document/Negotiation Memorandum (AMS 3.2.2.3.1.2.5)			
16	Unfinalized Letter Contracts AND Ceiling Price Actions (T3.2.4)			
17	Certificate of Current Cost or Pricing Data (AMS 3.2.3.3.1.1 & T3.2.3)			
18	Procurement Team review of final contract modification document (T3.10.1)			
19	a. Modification documents/Prism award			
	b. Transmittal letter to KTR for signature			
	c. Transmittal letter to KTR forwarding executed modification			
20	Contract Modification Distribution Sheet			
21	Management Review			
22	General Correspondence			

[illegible]