PERFORMANCE WORK STATEMENT
Shorts SD3-60 PILOT QUALIFICATION TRAINING

A. PROJECT/TITLE

Air Carrier Aircraft Pilot Training for Flight Standards Operations Inspectors and Aircraft Certification pilots employed by the Federal Aviation Administration (FAA).

B. BACKGROUND

Under Title 49 of the United States Code (49 U.S.C.), the FAA is authorized to acquire and expend funds for the acquisition, operation, and maintenance of aircraft as necessary in the exercise and performance of the powers and duties of the Administrator. The interests of the public, the safety of the workforce, and the credibility of the organization are best served by having qualified, proficient, and current inspectors conducting pilot evaluating, testing, and checking functions.

C. SCOPE

The contractor is to provide initial and recurrent ground school, and simulator to FAA inspectors/pilots in the applicable aircraft specified in schedule B. Student quotas for these courses will be assigned by the Flight Standards Service Training Division, AFS-500 or Aircraft Certification Service – Planning and Program Division AIR-500. The courses covered under this contract will meet the requirements for FAA formal flight training. FAA formal flight training consists of training courses with agency level course numbers that will be officially recorded in the employee's personnel records.

D. DEFINITIONS

The following definitions are used to define the terminology contained herein and are applicable as required by Title 14 of the Code of Federal Aviation Regulations (14 CFR):

1. Flight Time: Time from the moment the aircraft first moves under its own power for the purpose of flight until the moment the aircraft comes to rest at the next point of landing (block to block time).

2. Flight Simulation Training Device (FSTD): A full flight simulator (FFS) or a flight training device (FTD).

3. Full Flight Simulator (FFS): A replica of a specific type, make, model, or series aircraft. It includes the equipment and computer programs necessary to represent aircraft operations in ground and flight conditions, a visual system providing an out-of-the-flight deck view, a system that provides cues at least equivalent to those of a three-degree-of-freedom motion system, and has the full range of capabilities of the systems installed in the device as described in (14 CFR) Part 60 and the qualification performance standard (QPS) for a specific FFS qualification level.

4. Flight Training Device (FTD): A replica of aircraft instruments, equipment, panels, and controls in an open flight deck area or an enclosed aircraft flight deck replica. It includes the equipment and computer programs necessary to represent aircraft (or set of aircraft) operations

in ground and flight conditions having the full range of capabilities of the systems installed in the device as described in (14 CFR) Part 60 and the qualification performance standard (QPS) for a specific FTD qualification level.

Crew Concept: When one inspector/pilot is receiving pilot-in-command (PIC) training in a simulator/training device, the other inspector/pilot shall receive second-in-command training or flight engineer training (if applicable). When one inspector/pilot is receiving PIC training in the left seat of an airplane flight deck the other inspector/pilot shall receive observer time (flight deck seating permitted). No additional charge shall be made for the presence of, or instruction provided to, such additional FAA inspector/pilot.

6. Approved Training Program: The contractor's FAA approved training course to include a (14 CFR) Part 121 or Part 135 training program, a (14 CFR) Part 141 training course outline, or a (14 CFR) Part 142 course. The contractor must provide documentation of approved training program by submitting one of the following items: a signed approval letter from the Principal Operations Inspector who approved the training program, the approved course syllabus, or the training specifications paragraph authorizing the training course.

E. APPLICABLE DOCUMENTS

FAA Order 4040.9D dated 12/4/1991 or as revised and available for download, in pdf format, from **www.faa.gov**

Flight training for inspectors is required by the above order, appendix 11 paragraphs 403 and 421.

FAA Airline Transport Pilot and Aircraft Type Rating, Practical Test Standards (PTS). This PTS is published by the U.S. Department of Transportation, Federal Aviation Administration, Airman Testing Standards Branch, AFS-630, P.O. Box 25082, Oklahoma City, OK 73125. It is also available for download, in pdf format, from **www.faa.gov**

Title 14 of the Code of Federal Aviation Regulations (14 CFR), Parts 61, 121, 135, 141, and 142. The applicable regulations are available for download, in pdf format, from **www.faa.gov/regulations_policies/faa_regulations/**

F. GENERAL REQUIREMENTS

1. GENERAL

(a) If the contractor's FAA approved training program contains less than the minimum required hours of Part I, Schedule B, of this solicitation, the contractor is required to supplement their approved program with additional ground school/simulator/flight training, as appropriate, to achieve the minimum required hours. Such additional training shall cover systems and procedures or be otherwise directly related to the successful completion of the type rating or proficiency check. If the contractor's approved training program contains more hours than the minimum stated in Part 1, Schedule B, then the contractor must submit the training hours in their approved training program. In either case, the contractor is requested, within the limits of their approved program, to delete company-specific training such as employee/customer relations, filling out company forms, evacuation training, company communications, or other

items not directly related to the completion of the aircraft training and substitute training directly related to the successful completion of the type rating or proficiency check.

(b) The FAA will make every effort to enroll two inspectors/pilots per class. This will allow concurrent training at the captain and first officer positions during flight simulation training device periods. It should be noted that the minimum required full flight simulator, flight training device, and aircraft times are per inspector/pilot in the captains' position (left seat). For example, during recurrent training, a requirement of 6 hours simulator time per inspector/pilot would mean a total of 12 hours of simulator required for a two inspector/pilot class. When the FAA enrolls one inspector/pilot per class, it is expected that additional supplementary training may be required. Supplementary training must be approved in advance on a case by case basis by the Contracting Officer.

(c) Training of FAA inspectors/pilots is not to be conducted between the hours of midnight and 6:00 a.m., including simulator/flight pre and post briefings. A maximum of four hours simulator/flight instruction per day or eight hours of ground school per day per inspector class is permitted. If ground and flight instruction are combined in a single day then a maximum of ten hours of training per day is permitted. To maintain continuity between simulator/flight training sessions, the contractor is requested to minimize the switching of simulator/flight instructors between sessions.

(d) FAA personnel do not ordinarily operate the aircraft in which they are rated on a regular basis. Therefore, it is necessary that they receive the most complete review possible when attending recurrent training. If the contractor's approved program allows for a partial review of systems and procedures during successive recurrent training periods, it is required that the contractor supplement their approved program to achieve a complete review for FAA inspectors/pilots during each recurrent course.

(e) FAA personnel are usually performing other job functions prior to assignment to training and normally do not have time to devote to pre-course study. Additionally, due to circumstances beyond the control of the FAA or the inspector/pilot, an inspector/pilot may be assigned to training with short notice. If the contractor's approved program requires pre-course study prior to the trainee's arrival at the contractor's training facility, the contractor is required to supplement their approved course to allow for required pre-course study to be accomplished at the contractor's facility after the inspector's/pilot's arrival. Such ground instruction must either be classroom or computer based training.

(f) If the contractor's approved training program is specific to an all-cargo aircraft configuration, the contractor is required to supplement their approved program with ground instruction covering differences with a passenger carrying configuration of the aircraft. Similarly, when the contractor's program is specific to an all passenger configuration, the contractor is required to supplement their program to cover differences with all-cargo configurations.

(g) Pilots/inspectors enrolled in the initial course under this solicitation will meet the requirements of (14 CFR) Part 61.157 for initial type certification totally in a full flight simulator without restriction. The contractor's approved training program must allow unrestricted initial type rating training and checking in the simulator without aircraft flight time under this regulation.

(h) When this solicitation requires simulator training, at a minimum it must be conducted in a FAA approved level C full flight simulator (FFS). The contractor may utilize an approved level 6 or 7 flight training device (FTD) or a level A, B, C, or D FFS for required FTD time. Any level FTD time may be substituted for the minimum required ground school time. Flight Simulation Training Device pre/post briefing may be considered as ground school training. The contractor's approved training program must allow any substitutions the contractor makes.

(i) Inspectors/pilots attending training under this contract should present the contractor with a copy of FAA Form 4040-2, Pilot Flight Record and Application for Check Flight, signed by the inspector's supervisor. If the form is presented, the contractor's instructor, training center evaluator (TCE), or the FAA inspector administering a practical test or an instrument proficiency check shall complete the form and return it to the inspector.

2. QUALIFICATIONS

(a) INITIAL PILOT QUALIFICATION:

The contractor shall provide the aircraft and/or full flight simulator, and training necessary to enable the FAA inspector/pilot to pass the practical test to Airline Transport Pilot (ATP) standards (PTS) for a type rating on subject airplane, in accordance with applicable (14 CFR) Part 61 requirements, the contractor's FAA-approved training program, and the terms and conditions provided herein. Except when training for a single-pilot type rating, all flight simulation training and flight training shall conform to the principle of "crew concept."

Types of training shall include the following categories:

1. Initial pilot qualification ground school, and;
2. Initial pilot qualification using full flight simulator training including a 100% practical test for students who possess the necessary prerequisites required by the contractor's approved training program or;
3. Initial pilot qualification flight training in an aircraft including a complete practical test when all flight training is to be conducted in an aircraft.

(b) RECURRENT PILOT QUALIFICATION:

The contractor shall provide the ground school, full flight simulator and/or aircraft to enable the FAA inspector/pilot to pass the pilot-in-command (PIC) proficiency check to ATP standards on subject aircraft, in accordance with the applicable (14 CFR) Part 61.58(d) (1), requirements, the contractor's FAA-approved training program, and the terms and conditions provided herein. Flight Simulation Training Device and flight training shall conform to the principle of "Crew Concept."

Types of training shall include the following categories:

1. Recurrent pilot ground school and;
2. Recurrent pilot full flight simulator training when all training is to be conducted in a full flight simulator or;
3. Recurrent pilot flight training when all flight training is to be conducted in an aircraft.

(c) SUPPLEMENTARY TRAINING HOURS:

The Contracting Officer may authorize hours in addition to those specified under Initial and Recurrent Pilot Qualification training when required by the individual inspector/pilot to successfully complete type rating practical tests or proficiency checks. These hours shall be provided at the prices set forth in the item entitled "Supplementary Training Hours", Part I, Schedule B. In the event that any inspector/pilot passes the applicable test(s) in less time than the hours indicated in Schedule B, or partially completes training, the contractor shall be paid the rate stated, less a pro rata credit for the unused time at the supplementary rate.

(d) DIFFERENCES TRAINING:

When required, the contractor shall provide all training necessary to operate a variant aircraft of the same make and model as the referenced aircraft in accordance with the contractor's approved training program and the terms and conditions provided herein. Referance Section C. Scope.

Types of training may include any of the following categories:

1. Aircraft ground school
2. Flight training device training
3. Full flight simulator training
4. Flight training

3. TRAINING REQUIREMENTS

(a) All instruction must comply with the contractor's approved training program.
(b) Flight simulation training device (FSTD) training, if applicable, shall begin within one working day after satisfactory completion of ground school. Flight training shall begin within one working day after completion of ground school or FSTD training, if applicable. Flight and FSTD training may be integrated with ground school training if it is a part of the contractor's program.
(c) Ground school instruction shall be presented by a qualified instructor in a classroom environment. If Computer-Based Instruction (CBI) is used to accomplish ground school training then the following requirements shall be met:
(1) Inspectors/pilots shall receive a thorough briefing on the operation and use of the CBI equipment.
(2) At least one instructor shall be present or readily accessible by electronic means to resolve any problems or questions that the inspector/pilot may have regarding the material presented in the CBI program.
(3) All material presented by CBI shall be reviewed and reinforced by a qualified instructor in classroom discussion or one-on-one with the inspector/pilot.
(d) Upon scheduling an FAA inspector/pilot for training the contractor shall contact their FAA certificate holding office in order to arrange for the applicable check to be given by an FAA inspector qualified in the aircraft. The contractor shall make the applicable FSTD or aircraft and appropriate personnel available for the purpose of administering the check(s) required. If the contractor's FAA certificate holding office is unable to provide a qualified inspector for the required check(s), the contractor shall immediately notify the Contracting Officer's Technical Representative (COTR).
(e) In the event the FAA inspector/pilot fails to report for training as scheduled, or should become ill, injured or incapacitated during the training period the contractor shall promptly notify the COTR and the inspector/pilot's emergency contact if known.

(f) If the inspector/pilot has not passed the applicable pilot practical test or proficiency check after completion of the training outlined in Schedule B and in accordance with the specifications herein, the contractor shall withhold further training and promptly notify the COTR who will arrange the authorization of additional training. In the event such inspector/pilot does not complete the full course provided for in the schedule, the contractor shall invoice the FAA for only that pro rata portion of training actually completed per Paragraph F (2)(c) of this PWS and as certified on the Certificate of Training (Appendix A).

(g) The contractor shall notify the COTR of the inspector's/pilot's completion status within 5 working days after completion of the training program.

(h) Upon completion of all training, the contractor shall issue a Certificate of Training. The FAA inspector shall sign the certificate verifying the type of training provided, specific dates, and the duration of such training. The certificate shall conform to the format of Appendix "A" hereof. One copy of each such certificate shall be submitted to the COTR.

(i) The contractor shall furnish all training aids and facilities which meet the following minimum requirements:

(1) Sufficient chalk dry erase or electronic boards for effective teaching shall be provided.

(2) All training aids, including any audio-visuals, mockups, charts or aircraft components listed in the approved training program must be accurate and appropriate to the course for which they are used.

(3) The classroom shall be well-lighted.

(4) Inspectors/pilots shall be seated at suitable tables which provide sufficient space for writing and accomplishing assigned tasks.

(5) The classroom shall be kept clean.

(6) Sanitary restroom facilities shall be available within convenient distance of the classroom.

(7) The classroom facilities shall be adequately ventilated, heated in winter, and cooled in summer.

(8) Ambient noise shall be below the distraction point. The instructor's voice level shall be easily heard from any position in the classroom.

(9) The contractor shall comply with safety standards specified by the National Electrical Code, the National Fire Code, and the United States of America Standards Institute in conducting contract training.

(10) Local environmental distractions adversely affecting student learning shall be eliminated.

(11) A copy of the aircraft Pilot's Operating Handbook (POH) shall be provided each inspector/pilot on the first training day of each training course for the subject aircraft and shall be retained by the inspector/pilot. A "Flight Training Manual" utilized in the contractor's training program which is at least equal in content and quality to the POH will be an acceptable substitute. Such manuals shall be included within the prices set forth in Part I, Schedule B.

(12) A copy of the syllabus, training schedule and description of all maneuvers and procedures to be conducted in the training course shall be provided each inspector/pilot on the first training day of each training course.

(13) A FAA approved full flight simulator (FFS) of the type specified in Paragraph F (1) (f) of this PWS, if applicable.

(14) Sufficient aircraft inventory for use in the training course to ensure availability of back-up aircraft when maintenance is necessary. All aircraft shall be airworthy and certificated in the normal category by the FAA.

(15) The contractor shall use only instructors authorized under their approved training program to instruct under this contract. All instructors used in flight training under this contract shall be authorized by the contractor to conduct all maneuvers and procedures required.

(j) The contractor's personnel, alone, shall be in command of the aircraft utilized in contract performance. At no time shall an FAA inspector/pilot be permitted to assume such command.

(k) The contractor shall provide all fuel, oil, landing fees, storage, and tie-down service. The contractor shall pay for all of these items and for any other costs related to operation and utilization of each aircraft provided by the contractor for training, reimbursement for which shall be deemed included in the contract price.

(l) Each aircraft provided by the contractor shall be operated and maintained in accordance with applicable FAA regulations.

G. PERFORMANCE REQUIREMENTS FOR FLIGHT SIMULATION TRAINING COURSES

1. These performance requirements apply to CLINs 0001-0009 in Schedule B of the SIR that address the Shorts SD3-60 Pilot Qualification training courses.

2. The contractor is to provide initial, recurrent, supplemental, and (if required in schedule B) differences training as specified in section 2 (Qualifications) of this performance work statement (PWS) in accordance with their approved training program. As part of the proposal, the contractor must submit:

Evidence of their approved training program as described in section D (6) of this PWS which addresses the make and model aircraft specified.

Proof of the ownership of the full flight simulator to be used in training or documented confirmation of a lease agreement that covers the entire term of this contract.

A description of the training aids and facilities in sufficient detail to determine compliance with the requirements of section F (3) (i) of this PWS.

Proposed ground and simulator training hours in compliance with section F (1) (a) of this PWS.

Proposed number of training days expected to be required to complete all training and testing for each course.

3. Deliverables

The contractor shall:

Provide training as specified in their approved training program.

Provide the hours of training proposed in Schedule B.

Commence training upon the inspector/pilot's arrival at the contractor's facility on the date and time agreed upon.

Provide each inspector/pilot with a POH or substitute in compliance with section F (3) (i) (11) of this PWS.

Provide a copy of the syllabus, training schedule and description of all maneuvers and procedures to be conducted in the training course to each inspector/pilot on the first training day of each training course in compliance with section F (3) (i) (12) of this PWS.

Complete the training within the proposed number of training days barring unforeseen circumstances beyond the control of the contractor.

Provide the COTR with a completed certificate of training signed by both the inspector/pilot and the contractor's instructor and the course critique (Appendix A) within 5 calendar days of the completion of the training.