

PERFORMANCE WORK STATEMENT (PWS)

1.0 BACKGROUND: Pearl Harbor Naval Shipyard & Intermediate Maintenance Facility (PHNSY & IMF), a naval industrial facility located on the island of Oahu, Hawaii, maintains, overhauls, and repairs various vessels for the US Navy. Over 4,500 military and civilian personnel work to keep the US Navy “Fit to Fight.

2.0 OBJECTIVE/SCOPE: PHNYS&IMF seeks services from a Contractor to provide Marine Chemist services on approximately 20 tanks for all ships and submarines undergoing maintenance work at PHNSY & IMF. The services shall result in the initial certification and re-certification of each tank.

3.0 REFERENCE:

(a) 29 CFR 1915: Occupational Safety and Health Standards for Shipyard Employment
(b) 29 CFR 1915 Subpart B: Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment
(c) 29 CFR 1910: Occupational Safety and Health Standards

4.0 PERFORMANCE REQUIREMENTS: The Contractor shall provide all material, equipment and tools needed to perform the Marine Chemist services within the tanks. The Contractor shall provide initial certification and re-certification (whenever conditions change that affect the initial certification) for the following:

- 4.0.1 Entry into confined or poorly ventilated enclosed spaces that contain toxic materials above or equal to the OSHA limits.
- 4.0.2 Hot work within, on, or immediately adjacent (through heat transfer or spark/hot slag contact) to spaces or items that contain or have last contained combustible or flammable liquids or gases.
- 4.0.3 Hot work within, on, or immediately adjacent (through heat transfer or spark/hot slag contact) to fuel tanks that contain or have last contained fuel.
- 4.0.4 Hot work on pipelines, heating coils, pump fittings, or other accessories connected to spaces that contain or have last contained fuel.
- 4.0.5 Services shall be performed in strict compliance with references (a), (b) and (c).

4.1 Certification/Inspection Report: If the inspection is satisfactory, contractor shall post the certification of the confined or poorly ventilated enclosed space being inspected on the outside of the tank (before leaving the worksite) and provide a copy to one of the designated TPOCs. If the contractor identifies issues that prevent certifying the space, the contractor shall inform the TPOC of the deficiencies so corrections can be made to complete the inspection.

4.2 Visit Report: Upon completion of each visit, contractor shall provide a visit report. Visit reports shall be submitted to the TPOC within 48 hours of visit completion. Reports shall be submitted in both hard copy and electronically, via email, and in Microsoft Word 2003 (or greater) format. The report shall identify all confined or poorly ventilated enclosed spaces inspected and list certifications issued. The report shall be on the contractor’s letterhead, and signed by a company official.

4.3 Definitions and Conditions:

- 4.3.1 Confined or poorly ventilated enclosed spaces – this includes, but is not limited to the

following areas: fuel oil tanks; ballast tanks; auxiliary tanks, sanitary tanks, crawl spaces; voids; etc. found on naval vessels, submarines, and surface craft.

- 4.3.2 Location of services: Work will be conducted onboard naval vessels, submarines and surface craft at PHNSY & IMF.
- 4.3.3 Estimated work hours: All work will typically be performed during PHNSY & IMF regular work hours (0630 to 1500 hrs). In the event the inspection cannot be performed during working hours, the Contractor shall be on-call.
- 4.3.4 Scheduled Visits: Only the Technical Points of Contact (TPOCs) designated by this PWS are authorized to schedule contractor visits. The contractor shall usually be given a minimum of 48 hours' notice prior to a visit. While not anticipated, there may be unplanned or urgent/emergent requests, including a re-inspection of a confined or poorly ventilated enclosed space, due to changed conditions. For these requests the contractor shall have the ability to be on site at the PHNSY ready to perform within two (2) hours. The contractor shall provide an emergency contact number so that the Government may contact the Contractor in such situations. The Contractor shall provide the number of an answering machine or pager to receive such calls, provided the Contractor responds within two hours of the time that the Government places a call to the Contractor's designated emergency number.

5.0 SERVICE DELIVERY SUMMARY – TABLE A

Primary Performance Requirement	PWS Paragraph	Performance Threshold
1. Provide initial certification and re-certification for entry into confined or poorly ventilated enclosed spaces that contain toxic materials above or equal to the OSHA limits as specified.	Paragraph 4.0.1	100% delivery and compliance.
2. Provide initial certification and re-certification for hot work within, on, or immediately adjacent (through heat transfer or spark/hot slag contact) to spaces or items that contain or have last contained combustible or flammable liquids or gases as specified.	Paragraph 4.0.2	100% delivery and compliance.
3. Provide initial certification and re-certification for Hot work within, on, or immediately adjacent (through heat transfer or spark/hot slag contact) to fuel tanks that contain or have last contained fuel as specified.	Paragraph 4.0.3	100% delivery and compliance.
4. Provide initial certification and re-certification for Hot work on pipelines, heating coils, pump fittings, or other accessories connected to spaces that contain or have last contained fuel as specified.	Paragraph 4.0.4	100% delivery and compliance.
5. Certification/Inspection Reports	Paragraph 4.1	100% delivery and compliance.
6. Visit Reports	Paragraph 4.2	100% delivery and compliance.

6.0 GOVERNMENT FURNISHED PROPERTY AND SERVICES:

The Government will not provide any equipment, facilities, utilities or service.

7.0 CONTRACTOR QUALIFICATIONS/REQUIREMENTS:

- 7.1 A Marine Chemist that is currently board certified by the National Fire Protection Association (NFPA).
- 7.2 In accordance with current Department of Defense and Homeland Security requirements, performance of all work under this contract is restricted to US citizens and US nationals only. The Contractor shall provide proof of this requirement upon request of the TPOC. All work performed shall be in accordance with Federal, State of Hawaii, Navy and local laws, regulations and procedures.
- 7.3 Contractor will comply with environmental guidelines specified in Environmental Agreement for Contractors on Ship Projects.
- 7.4 Contractor will comply with Safety and Health work practices specified in Safety and Health Work Practices for Contractors Working with Pearl Harbor Naval Shipyard and Intermediate Maintenance Facility.
- 7.5 Security Requirements: This contract requires personnel to have and maintain security access based on a final clearance granted by the Defense Service (DSS) and be eligible for a Red Shipyard access badge. The contractor shall comply with the security requirements specified in the DD form 254. Should contractor personnel receive or suspect they have learned classified information beyond their level of clearance; the Contractor shall identify and immediately report suspicions to the TPOC.
- 7.6 The Contractor performing services shall be required to comply with all Pearl Harbor Naval Shipyard & IMF rules, regulations, and training that is applicable to conduct, safety, security, and procedures governing site entry and exit. Contractor personnel will be escorted when working in sensitive areas, as required. The TPOC will make arrangements to provide escort service if required.
- 7.7 Data phones, phones with a camera feature and cameras of any type are not allowed within PHNSY & IMF.
- 7.8 Base Access: Commander, Navy Installations Command (CNIC), has established the Navy Commercial Access Control System (NCACS), a standardized process for granting unescorted access privileges to vendors, contractors, suppliers and service providers not otherwise entitled to the issuance of a Common Access Card (CAC) who seek access to and can provide justification to enter Navy installations and facilities. Visiting vendors may obtain daily passes directly from the individual Navy Installations by submitting identification credentials for verification and undergoing a criminal screening/ background check. Alternatively, if the vendor so chooses, it may voluntarily elect to obtain long-term credentials through enrollment, registration, background vetting, screening, issuance of credentials, and electronic validation of credentials at its own cost through a designated independent contractor NCACS service provider. Credentials will be issued every five years and access privileges will be reviewed / renewed on an annual basis. Further information regarding NCACS can be found at http://cnic.navy.mil/CNIC_HQ_Site/index.htm (under "Popular Links").

8.0 PERSONNEL: The Contractor shall furnish sufficient personnel to perform all work specified within this contract. Services shall be provided during the business workday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons.

8.1 Normal business workday consists of 8 hours between the hours of 0630-1500, Monday through Friday, except for federal holidays.

8.2 Federal Holidays:

New Year's Day	1 st of January
Dr. Martin Luther King's Birthday	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	5 th Monday in May
Independence Day	4 th of July
Labor Day	1 st Monday in September
Columbus Day	2 nd Monday in October
Veteran's Day	11 th of November
Thanksgiving Day	4 th Thursday in November
Christmas Day	25 th of December

8.3 If the federal holiday falls on a Saturday, the holiday is observed on the preceding Friday. If the federal holiday falls on a Sunday, the holiday is observed on the following Monday.

8.4 When performing work associated with this PWS, Contractor employees shall clearly identify themselves as a Contractor (i.e. company shirt, badge, company identification) in a visible location on the front of exterior clothing, above the waist, (except when safety or health reasons prevent such placement) to avoid creating an impression that they are government personnel. Identification badges shall be worn at all times when performing work.

8.4.1 Contractor personnel shall not manage, supervise, direct, or task US military, DOD civilians or other personnel not associated with the Contractor while performing the tasks within this PWS.

8.4.2 Contractor personnel shall not make any commitment which commits the expenditure of US Government resources.

8.4.3 The Contractor performing services shall be required to comply with all US Navy rules, regulations, and training that is applicable to conduct, safety, security, and procedures governing site entry and exit.

8.4.4 Contractor personnel shall not establish an employee-employer relationship with Navy Commands under this PWS.

8.4.5 The Contractor shall not provide personal services to US Navy commands. If Contractor employees are directed by any government employee at any time to perform services not covered under this purchase order, the Contractor shall immediately notify the Technical Point of Contact (TPOC)

9.0 PLACE OF PERFORMAMNCE: The contractor shall perform the services at the PHNSY & IMF, JBPHH, HI 96860

10.0 PERIOD OF PERFORMANCE:

Base year:	15 August 2016 – 14 August 2017
Option Year 1:	15 August 2017 – 14 August 2018
Option Year 2:	15 August 2018 – 14 August 2019

11.0 ENTERPRISE-WIDE CONTRACTOR MANPOWER REPORTING APPLICATION

(ECMRA):"The contractor shall report contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the PHNSY & IMF via a secure data collection site. Contracted services excluded from reporting are based on Product Service Codes (PSCs). The excluded PSCs are:

- (1) W, Lease/Rental of Equipment;
- (2) X, Lease/Rental of Facilities;
- (3) Y, Construction of Structures and Facilities;
- (4) D, Automatic Data Processing and Telecommunications, IT and Telecom- Telecommunications Transmission (D304) and Internet (D322) ONLY;
- (5) S, Utilities ONLY;
- (6) V, Freight and Shipping ONLY.

The contractor is required to completely fill in all required data fields using the following web address <https://doncmra.nmci.navy.mil>.

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at <https://doncmra.nmci.navy.mil>."

